WD&CE classes are offered year round at dozens of sites throughout Montgomery County, Maryland. This is a compilation of noncredit classes that are offered in the area of Community Education. Many of these programs focus on Professional and Career Development. Lifelong Learning classes are geared for adults age 50 and over. And the Challenge Program and Graduate Transition programs are for adults with developmental disabilities. For more information about these classes visit the web page listed for each Program.

Not all of these classes are offered each term. Please check the Course Schedule for information about current class schedules: http://www.montgomerycollege.edu/wdce/courseschedule. New classes may be added to the schedule throughout the year.
Biotechnology

Biotechnology Programs offer practical training for entry level employment in biotechnology laboratories and manufacturing facilities. Visit the link below for more information on this program.

http://cms.montgomerycollege.edu/wdce/biotechnology.html

Business Communication

BIT 051

This continuing education course is designed for students and professionals in the biotechnology field and provides instruction in methods and applications of communication in the biotechnology business. Topics include: know your audience; delivering, receiving and responding; the keys to a successful message: why, what, how, when and where; nonverbal communication; communication pathways in business: upward, downward, within workgroups, between workgroups, outside the company; email; powerpoints; voicemail.

Course Outcomes:

1. Plan and deliver effective oral communications.
2. Demonstrate the ability to describe the three components of communication.
3. Use email effectively in the company regardless of the content and recipients.
4. Use Powerpoint as an aid in delivering reports.
5. Describe the relationships between organization and effective communication.

Introduction to Drug Development

BIT 058

This continuing education course designed for students and professionals in the biotechnology field and provides instruction on the overall process of drug development and clinical trials. Topics include: drug discovery; clinical trials process for different products; clinical trials design; monitoring global and ethical questions in clinical trials.

Course Outcomes:

1. Articulate the process for new medical product development and approval for marketing.
2. Describe the scientific methods involved in planning and set-up of human clinical trials.
3. Discuss the issues with clinical trial projects.
4. Describe the similarities and differences between clinical trials for different kinds of products: drugs, vaccines/biologics, medical devices, and diagnostic kits.
## Principles of Biomanufacturing

**BIT 057**

This continuing education course is designed for people with a background in biotechnology including college level cell biology and protein biochemistry and provides instruction on the basic principles of biomanufacturing. Topics include: introduction to the process of producing a biological product using a cell line; production in a simulated cGMP environment; production batch records; upstream and downstream processes; preparation and qualification of growth media and chromatography buffers; the use of bioreactors; QA/QC; and FPLC protein purification systems.

**Course Outcomes:**

1. Assemble and run growth vessels for insect or mammalian cells.
2. Assemble and run protein purification equipment.
3. Define the elements of cGMP.
4. Explain downstream processing.
5. Explain upstream processing.

## Process Improvement

**BIT 061**

This continuing education course designed for general population and delivers instruction on the fundamental of process improvement in a biotechnology setting. Topics include: understanding the fundamental approaches to process development; exploring real life problems in a industrial setting; and developing step by step rational strategies to enhance production.

**Course Outcomes:**

1. Define a process in broad scope and in detail.
2. Analyzing the steps in terms of cost, yield, and elapsed time, quality and reliability.
3. Design process improvements.
4. Design simple and useful experiments to measure the effect of improvements.
5. Design and implement a monitoring system to measure the effect of the changes.
Protein Biotechnology

BIT 054

This continuing education course is designed for people with a high-school level understanding of mathematics and physics and a college level understanding of biology and chemistry and provides instruction on protein structure and function and methods involving proteins used in the biotechnology industry. Topics include: introduction to protein structure and function, primary, secondary, tertiary, and quaternary structure; peptide and protein synthesis and translation systems for protein production; preservation of protein structure/function; functional assays for proteins including basic principles of enzymology, enzyme kinetics, and binding assays; strategies and methods of protein purification including chromatographic and electrophoretic techniques; principles of proteomics including peptide mapping and sequencing; diagnostic, therapeutic, and industrial applications of protein products.

Course Outcomes:

1. Complete calculations that are routinely encountered in a protein lab such as buffer preparation, dilutions, protein concentrations and standard curves, enzyme activity, and specific activities.
2. Complete laboratory techniques that are commonly used in protein laboratories such as buffer preparations, dilutions, protein assays, protein gel electrophoresis, functional protein assays, and basic protein purification.
3. Explain and describe the characteristics of protein structure and function as they apply to biotechnology, especially in a drug discovery and therapeutic context.
4. Record, analyze, and evaluate data routinely collected in a protein laboratory.

Protein Purification

BIT 062

This continuing education course designed for students and professionals in the biotechnology field and provides instruction on the fundamentals of protein purification in a business context. Topics include: principles of protein purification from the perspective of protein structure and function; impact of starting material, methods of purification from crude material, methods of refined purification; methods of protein analysis; desired degrees of purity, yield considerations; typical separation methods; typical treatments; properties of products, costs and equipment typically used in the biotechnology business.

Course Outcomes:

1. Describe the steps in protein purification.
2. Describe upstream and downstream processes important in protein manufacture.
3. Describe the trade-off between yield and purity.
4. Discuss the impact of protein structure on stability.
5. Name and describe at least three separation methods.
Ready For Success

BIT 060

This continuing education course is designed for people with high-school, undergraduate or graduate-level education and provides instruction on fundamental skills required by employers, particularly in the biotechnology sector. Topics include: employer expectations, the employee-employer relationship, ADAPTability, Dependability, Workability, Basic Communications, Basic Writing, Suitability, and Respect.

Course Outcomes:

1. Articulate the attributes of a good worker from the perspective of employers.
2. Demonstrate how to incorporate positive attitudes in cover letters and interviews.
3. Demonstrate how to detect employers attitudes and behaviors that are most important to the employer.
COS  Cosmetology

Courses are designed to review and prepare for the Maryland State Board of Cosmetology Exam. Visit the link below for more information on this program.

http://www2.montgomerycollege.edu/departments/wdce/ce/cosmetology.html

**Basic Hair Cutting**

**COS 018**

This continuing education course is designed for licensed cosmetologists and individuals interested in cosmetology and provides techniques of basic hair cutting. Topics include: selecting, using and cleaning hair cutting tools, and demonstrating different haircuts including blunt and layered looks.

**Course Outcomes:**

1. Demonstrate safety practices and measures.
2. Select appropriate haircut and style for the client.
3. Demonstrate cutting patterns.
4. Identify and select tools for each haircut.
5. Identify cleaning agents that should be used on the particular types of tools.

**Braiding Techniques**

**COS 009**

This course is for anyone interested in learning the techniques of braiding. This course will cover the basics of braiding. Topics to include: tools for braiding, adding extensions and the different types of braiding that gives different hair styles. Scalp analysis and hair sanitation is also covered in this course.

**Course Outcomes:**

1. Demonstrate the ability to braid hair.
2. Demonstrate an understanding of how to add extensions to hair.
3. Demonstrate an understanding of the different types of braiding styles for different hair styles
4. Analyze scalp and hair health and sanitation

**Braiding Techniques II**

**COS 013**

This course is for anyone that has completed braiding techniques I. Students will learn to complete various hair styles using the tools learned in braiding techniques I course. Students will also get an over-view of analysing and sanitation of the hair.

**Course Outcomes:**

1. Combine extentions to hair.
2. Analyze textured of hair.
3. Identify excessive tension on the hair.
4. Complete a whole head with extentions.
5. Criticque hair styles.
Braiding Techniques III

COS 017

This continuing education course is designed for current Cosmotology Braiding students looking to complete the last class in a series of three classes. Topics include: review of sanitation and infection control; how to prevent stressing on damage to hair while braiding; advising clients on the most suitable and attractive braids for their hair type and facial structure; a variety of braiding techniques.

Course Outcomes:
1. Review and demonstrate the changes in sanitation and infection control.
2. Discuss natural hair: texture, density and its relationship to hair braiding.
3. Discuss the make up of hair follicles as it relates to over stressing the hair.
4. Execute the following braiding techniques on clients: French, Fishtail, Flat Twist Senegalese, Corkscrew, Silly Lock, Nubian Twist.

Cosmetology Test Preparation for Maryland State Boards

COS 002

This course is designed to help students in preparing to pass the theory portion of the Maryland State Board Cosmetology Exam. Topics will include additional review of: Safety and sanitation regulations; applied anatomy, physical sciences and chemical services as it pertains to the exam; knowledge of hairstyling; and state laws and regulations

Course Outcomes:
1. Identify the basic safety and sanitation regulations.
2. Demonstrate an understanding of applied anatomy; physical sciences and chemical services as it pertains to the exam.
3. Demonstrate a working knowledge of hairstyling.
4. Demonstrate an understanding of state laws and regulations.

Cosmetology: Open Your Own Salon

COS 003

This course is to give students "hands-on" instruction on how to create a mission statement and create a business plan. Topics will include: the risks of owning your own salon and the pros and cons of booth rentals versus commission, and Master record keeping. This course will also help students develop goals and learn how to build teams.

Course Outcomes:
1. Demonstrate an understanding on how to create a mission statement and business plan.
2. Demonstrate an understanding of potential risks in owning your own salon.
3. Demonstrate an understanding of the pros and cons of booth rentals versus commission.
4. Demonstrate a working knowledge of Master record keeping.
Makeup Artistry for the Professional

COS 007

This class is for beginning and intermediate level students. Students will learn origins of makeup, sanitation, skincare techniques, and tools and products used to apply makeup. Learn how to identify and apply the correct makeup techniques for different face and eye shapes, execute corrective eyebrow grooming, and proper foundation for a specific look. Natural, smoky, and avant-garde eye shadow applications will be covered and practiced along with the application on different lid shapes. Students will learn how to execute the following makeup looks: classic, glamour/red carpet, and High Definition/camera-ready for print photography. Temporary full band and individual eyelash application will be covered. Students will also learn how to contour the face for basic symmetry.

Course Outcomes:
1. Demonstrate an understanding of sanitation, skincare techniques, and tools and products used to apply makeup
2. Demonstrate a working knowledge of correct makeup techniques for different face and eye shapes, corrective eyebrow grooming, and proper foundation for a specific look.
3. Demonstrate a working knowledge of natural, smoky, and avant-garde eye shadow applications.
4. Demonstrate an understanding of how to execute the following makeup looks: classic, glamour/red carpet, and High Definition/camera-ready for print photography.

Makeup Artistry for the Professional—Part 2

COS 011

For advanced level students who wants hands on working with live models. Learn color coordination for specific looks. Students must have completed Make up Artistry for the Professional before taking part 2.

Course Outcomes:
1. Review beauty techniques.
2. Coordinate make-up trends.
3. Demonstrate hands on instructions.
4. Critique creative make-up styles.
5. Describe beauty essentials.

Makeup Artistry I

COS 015

This continuing education course designed for beginning and intermediate level students provides instruction on being a professional makeup artist. Topics include: origins of make-up; sanitation; skincare techniques and tools and products used to apply makeup.

Course Outcomes:
1. Demonstrate an understanding of sanitation, skincare techniques, and tools and products used to apply makeup.
2. Demonstrate a working knowledge of correct makeup techniques for different face and eye shapes, corrective eyebrow grooming, and proper foundation for a specific look.
3. Demonstrate a working knowledge of natural, smoky, and avant-garde eye shadow applications.
Makeup Artistry II
COS 016
This continuing education course designed for advanced level students and provides advanced instruction on being a Makeup Artist. Topics include: sanitation; skin care techniques; and execution of specific makeup looks.

Course Outcomes:
1. Review beauty techniques.
2. Coordinate make-up trends.
3. Demonstrate an understanding of how to execute classic, glamour/red carpet, and high definition/camera-ready for print photography looks.

Nail Technician I
COS 004
The coursework for this class meets the Maryland Board of Cosmetologists’ minimum training requirements to enable a student to sit for the Maryland Nail Technology licensure examinations (COMAR 09.22.01.12K). This class is the first in a series of three courses taken to prepare participants to apply for the state-required examination to become a licensed nail technician. Instruction includes theory, demonstration, and practical application.

Course Outcomes:
1. List sanitation procedures, including disinfectants, solutions, and equipment safety.
2. Identify bacteria and infectious agents and prevent infections.
3. Recognize and identify parts of the skeletal, muscular, circulatory, and nervous systems.
4. Identify and properly use manicuring and pedicuring equipment.
5. Discuss the state Laws regulating manicurists.

Nail Technician II
COS 005
The coursework for this class meets the Maryland Board of Cosmetologists’ minimum training requirements to enable a student to sit for the Maryland Nail Technology licensure examinations (COMAR 09.22.01.12K). This is the second of three required courses needed to sit for the examination to become a licensed nail technician in the state of Maryland. Students learn manicure and pedicure techniques, electric filing, and nail tips and wraps. Anatomy and physiology of the hand and nails is reviewed. Safety protocols are emphasized.

Course Outcomes:
1. Apply manicuring and pedicuring procedures and techniques including monomer liquid and polymer powder nail enhancements.
2. Demonstrate nail tip and nail wrap procedures and techniques.
3. Demonstrate ability to correct and repair nail applications.
4. Apply knowledge of anatomy and physiology for the manicurist.
5. Follow safety protocols as they relate to handling hazardous chemicals and electricity.
Nail Technician III  
COS 006

The coursework for this class meets the Maryland Board of Cosmetologists’ minimum training requirements to enable a student to sit for the Maryland Nail Technology licensure examinations (COMAR 09.22.01.12K). This is the last in a series of three required courses needed to sit for the examination to become a licensed nail technician in the state of Maryland. Students learn state laws and regulations, explore career opportunities, and discuss salon management.

Course Outcomes:
1. Explain the basics of UV gels regarding supplies, when to use, how to choose, UV light units and lamps, and UV gel maintenance and removal.
2. Demonstrate electric filing techniques including how to choose appropriate files.
3. Demonstrate knowledge of Maryland state laws and regulations relating to nail technicians.
4. Identify related career opportunities with an emphasis on skills, training, and market demand.
5. Apply human relations/personal development skills and describe their application in salon management.
CRP Career & Employment Skills
A wide variety of courses to enhance your work skills and to find employment in the competitive job market. Visit the link below for more information on this program.

http://cms.montgomerycollege.edu/wdce/ce/lifelonglearning/careeremployment.html

Employment Search Boot Camp

CRP 107
This continuing education course is designed for job seekers and will provide strategies for an effective job search. Topics include: resume writing; latest self marketing and networking techniques; how to bypass 50+ stereotypes; delivering winning responses on interviews.

Course Outcomes:

1. Research 5 companies.
2. Develop an effective resume detailing your strengths.
3. Practice interviewing techniques and implement 3 improvement recommendations
4. Apply for 5 employment positions

Finding and Applying for Federal Employment Today

CRP 104
This continuing education course is designed for the general public and provides a general overview of the current federal employment process. Topics include: current environment for federal hiring; where to seek out opportunities; and how to pursue the application process with a federal resume.

Course Outcomes:

1. Understand the benefits of federal employment and the current factors that impact hiring.
2. Locate on-line where federal jobs notices can be found and review the descriptions and identify 5 positions.
3. Prepare a federal resume and compose the Knowledge/Skills/Abilities (KSA) unit, including where it should be included with the resume.
4. Respond to mock interview questions and improve interview verbal and non-verbal skills.

Get Hired at Age 50+!

CRP 105
This continuing education course is designed for the general public and will provide a general overview of job search strategies that are most relevant to mature professionals. Topics include: networking; resume preparation; and interviewing as they relate to (50+) adult job-seekers.

Course Outcomes:

1. Identify five effective networking strategies for job search for 50+ job seekers.
2. Identify five employment sectors that are receptive to hiring older workers.
3. Determine what content is of value in the resume, and what content is unnecessary.
4. Identify challenging interviewing questions for 50+ and outline responses.
It’s My Turn
CRP 087

Course description is not available.

**Course Outcomes:**
Outcomes are not available.
ECH Early Childhood Education

Early Childhood Education Training includes classes to earn the Child Development Associate Credential (CDA). The CDA is designed for those individuals who are working with young children in all settings. Visit the link below for more information on this [http://cms.montgomerycollege.edu/wdce/ce/earlychild.html](http://cms.montgomerycollege.edu/wdce/ce/earlychild.html)

A Scientific Approach to Teaching Color Combinations
ECH 266

This interactive discussion class promotes teachers comfort levels with using engaging activities and materials to teach the wonder of color mixing. Activities will include color bottles, flashlights, color tablets, color paddles, translucent color chips, use of a light table, jelly polymers, coffee filter color mixing and prisms. Fine motor skills, visual discrimination and language development are at the core of this adventure. This class will introduce educators to chromatography.

Course Outcomes:
1. Demonstrate an understanding of how to build language and vocabulary skills with children.
2. Demonstrate an understanding of how to introduce Primary and Secondary colors in a variety of activities.
3. Develop at least two activities using chromatography.
   a. Color T-shirts
   Use crafting such as paper flower making to examine colors.
4. Demonstrate how to integrate visual discrimination and patterning with young children.

An Introduction to the Montessori Method
ECH 235

Participants will gain an understanding of the principles behind the Montessori Method through an introduction and overview of the classroom environment and an introduction to it’s most popular materials. For parents and educators of children aged two- six.

Course Outcomes:
1. Identify the curriculum areas of the Montessori classroom
2. Articulate the principles and philosophy behind The Montessori Method
3. Identify some of the fundamental characteristics of the Montessori classroom

Applying the New Brain Research to Your ECE Program
ECH 011

This continuing education course is designed for early childhood educators and provides information on how the human brain develops and the impact of these changes on social, intellectual and language development in young children. Topics include: children interactions and experiences in first few years of life impact social, intellectual and language development.

Course Outcomes:
1. Describe the recent findings of new research on the development of the brain in young children.
2. List a variety of activities they can engage in with children to foster positive social, intellectual and language development.
Brain Buzz-Understanding Brain Functioning

ECH 089

This continuing education course is designed for early childhood educators and provides information about the specific parts of the brain and brain functioning. Topics include: the growing brain at different stages of early life, resources for learning about brain functioning.

Course Outcomes:

1. Name and define the parts of the human brain and the basic function of each part.
2. Discuss the brain activities involved in the complex task of learning.
3. Describe how knowing about how the brain works can improve learning and educational strategies.
4. Identify several resources for learning about brain functioning.
5. Identify examples of classroom practices which will assist students in learning based on brain functioning.

Building Partnerships with Families

ECH 195

Join us as we highlight key techniques for building strong connections with families, which are linked to early education program success.

This course has been approved by the Maryland State Department of Education, Office of Child Care for in-service training hours.

The Maryland State Department of Education, Office of Child Care mandates that each Child Care Provider must attend a designated number of in-service training hours annually in order to maintain their certification. This course meets those requirements.

Course Outcomes:

1. Demonstrate effective non-threatening strategies to guide conversations with families regarding their children.
2. Describe 5 ways to invite families to become involved with their children's educational activities.
3. Develop written evaluations and communications that are friendly and use positive language.
4. Define children's personalities that include strengths.
Child Development Associate (CDA) Credential Assessment Preparation  

**ECH 132**

This class prepares students to be ready for national CDA assessment by the Council for Professional Recognition in Washington, DC. The 30-hour course reviews the Thirteen Functional Areas of learning that serve as the foundation of the CDA Credential for early childhood educators. The class reviews the content of each functional area and provides detailed information to CDA Candidates to assist them in understanding and preparation of the required Verification Visit Assessment materials.

**Course Outcomes:**

1. Demonstrate an understanding of the specific definitions and activities associated with the Council for Professional Recognition’s CDA credentialing program’s Thirteen Functional Areas framework.
2. Demonstrate the ability to differentiate each Functional Area independently from the others.
3. Identify the requirements of the Council for Professional Recognition’s CDA Assessment Procedures.

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Child Growth and Development  

**ECH 205**

This course is designed to teach students the principles of child growth and development necessary for working in programs that serve children from infancy through age five. Social, emotional, physical, and intellectual development of young children and the implications of these areas of growth and development on group care are emphasized. This class provides 45 of the 90 classroom hours needed to become senior staff in programs licensed by the MSDE Office of Child Care Credentialing.

**Course Outcomes:**

1. Demonstrate an understanding of the basic child growth and development milestones and realistic behavioral expectations of children aged birth through five years.
2. Demonstrate an understanding of the philosophy and principles guiding a quality educational and age appropriate classroom learning experience for young children.
3. Demonstrate basic group management skills including arrangement of space, time, and activities.
4. Demonstrate a beginning understanding of the value and variety of methods of observing and assessing children's development.
5. Demonstrate sensitivity and responsiveness to individual children and groups of children in child care settings.
Communication Skills for Child Care Professionals

ECH 170

This course is designed for child care professionals as an introduction to the basic concepts of developing strong communication skills when working in a child care center. Topics include speaking, writing, interpersonal communication strategies, and critical techniques, with a focus on communication with parents and coworkers, and communication issues within a typical child care day. Levels I–III (0.9 CEUs)

Course Outcomes:

1. Discuss and practice reading strategies to increase comprehension and retention.
2. Apply written strategies to compose documents related to child care including lesson plans, parent letters, and child observation journals.
3. Demonstrate effective communication skills in the child care environment.
4. Utilize a variety of tools to record and communicate critical child information, including behavior, accident, daily routines, and schedules.

Conflict Resolution Strategies

ECH 284

This continuing education course is designed for early childhood educators and provides an introduction to managing conflict which occurs in classrooms and/or with parents and co-workers. Topics include: stress in the classroom and its effect on children, and positive communication strategies.

Course Outcomes:

1. Describe typical situations, interactions and experiences which may lead to conflict.
2. List methods and steps to follow to resolve conflict between children and adults.
3. Model positive conflict resolution strategies.
4. Assist children to articulate their feelings.

Creating a Peaceful Classroom

ECH 178

This course meets requirements set forth by the MSDE, Division of Early Childhood Education, Office of Child Care Licensing Certification for Senior Staff working in center-based and family child care settings.

This class will focus on communication and guidance strategies where two-way dialogue leads to positive involvement and more peaceful interactions. Learn activities and rituals for relaxation and a close classroom community. Levels II-V (0.3 CEUs)

Course Outcomes:

1. Identify a minimum of six problem-solving strategies, which accentuate children’s strengths and abilities, and assist them to solve everyday conflicts.
2. Identify and apply solution strategies to participants’ specific challenging situations.
3. Identify a minimum of six relaxation techniques / activities which promote individual strengths and a close classroom community.
Montgomery College, Workforce Development & Continuing Education
Noncredit Course Descriptions and Outcomes
Community Education

Creative Cognition I
ECH 262
This class assists teachers in enhancing the learning capacity of children. Skill competency in math, science, language acquisition, social interaction are not developed in isolation. They are integrated throughout a meaningful and purposeful set of daily activities. Learn new ways to recognize and offer effective cross disciplinary teaching approaches in this fun and useful class.

Course Outcomes:
1. Demonstrate an understanding of how to engage children in meaningful play activities with specific learning goals.
2. Identify musical, movement and creative expression activities that are conducive to children’s overall development.
3. Demonstrate an understanding of the importance of kinesthetic learning in early childhood programs.

Creative Cognition II: Integrating Skills with Young Children
ECH 251
Teachers can improve the learning capacity of children through simple and fun activities. This class will explore cognitive integration through music, movement and artistic expression. A variety of strategies will be introduced to achieve developmental progress in multiple learning domains through integration of physical, psychological, academic and language functions.

Course Outcomes:
1. Demonstrate an understanding of how to promote playing as a way of learning.
2. Identify a wide variety musical, physical and art activities that are conducive to children’s development.
3. Demonstrate a deeper understanding of how important movement is for the development of young children.

Creative Storyboarding
ECH 153
This continuing education course is designed for early childhood educators and provides information about ways to expose children to literature which includes them actively in the experiences. Topics include: puppet play, prop boxes, flannel board stories and magnetic numerals and alphabet letters in activities. Levels II-IV (.3 CEUs)

Course Outcomes:
1. Experiment with storytelling as an individual and as a class group project.
2. Demonstrate how to incorporate a variety of tactile props into the daily reading of books to children.
3. Create, and make available to children, a flannel board with numerals, alphabet letters, people and animal pieces.
4. Discuss the stories that are being told through various medium. Facilitate discussion among the children about these materials.
5. Introduce the art of Chinese Shadow Puppet Theater. Make self portrait puppets with the children.
Developmental Assessments for Children Six Weeks to Five Years

ECH 070
This continuing education course is designed for Early Childhood Teachers and provides basic concepts of child development. This class introduces basic milestones of child growth and development for young children from early infancy to age five years. Topics include: three frameworks observing, evaluating and documenting children’s developmental level.

Course Outcomes:
1. Demonstrate an understanding of Basic Developmental Milestones.
2. Demonstrate an understanding of the value of screening and evaluating developmental growth in young children.

Early Childhood Program Administration Scale

ECH 270
This continuing education course is designed for individuals pursuing professional development in the child care field and provides instruction on developing a center-wide improvement plan based on the Program Administration Scale. Topics include managing change, the Program Administration Scale instrument, recognizing areas for improvement and developing improvement plans.

Course Outcomes:
1. Analyze staff and family concerns regarding changes that will occur in the child care program.
2. Identify the components of the Program Administration Scale.
3. Categorize the standards in the Program Administration Scale with areas requiring improvement within the child care programs.
4. Review collected data to develop a center-wide improvement plan.
5. Implement improvement plan to improve overall quality of care for staff, children and families within the child care program.

Earth Sciences: Discovering the Planet Earth

ECH 280
This course provides an overview of the Earth, ideas for introducing the concept of living on a planet within the Milky Way Galaxy, a children’s book, classroom activities and a poster for each participant. We also include a recipe for creating an Edible Earth model!

Course Outcomes:
1. Students will learn the vocabulary words for introducing the Earth’s compositional layers (Crust, Mantle, Core)
2. Gain a sufficient information base to teach basic Earth science lessons to young children.
3. Learn how to host a Family Meeting for parents to extend the science learning for young children within the home setting.
4. Access and utilize resources /www links to Science Content Standards for early learning for all states.
Earth Sciences: Volcanoes Are Hot!
ECH 279

This course is designed for professionals in the early childhood education career field to introduce topics of earth sciences. Topics includes facts and pictures describing the origin and activity of volcanos. Specific information about volcanos is introduced..

Course Outcomes:
1. Be able to describe that a volcano is a mountain where molten rock erupts through the surface of the earth.
2. Describe the steps and sequence of volcanic eruption.
3. Name the three layers of the earth’s crust (crust, mantle and core).
4. List and describe new vocabulary terms associated with volcanoe (magma, lava, tectonic plates, eruption, gas, ash, pressure, rim, geology).

Emergency Preparedness Training
ECH 172

This course provides information about handling emergency situations beyond the everyday bumps and bruises that occur in child care settings. The class focuses on development of a comprehensive and specific written emergency plan to follow in the event of a local, state, or national emergency. This plan may be developed for center-based care settings, family child care homes, and informal provider programs. The course includes an "emergency backpack," which includes materials, procedures, and local and national contact information for all participants. With young children’s lives at stake, all care providers have the responsibility to be prepared. (0.6 CEUs)

Course Outcomes:
1. Demonstrate an understanding of the need for contingency childcare setting planning in the event of a local, state or national emergency situation. Identify specific types of emergencies that may occur in the community where the care program
2. Create a written plan to identify and address all aspects of material and physical needs of children in the child care setting.
3. Devise a list of food/liquids to sustain the entire group for a specified period of time.
4. List items to be included in a "Ready to Go" evacuation file.
5. Develop an outline of methods for communicating with families and/or community serving agencies in the event of an emergency.
Everybody Plays, Everybody Wins: Gross Motor Skills  
ECH 176

This course meets requirements set forth by the MSDE, Division of Early Childhood Education, Office of Child Care Licensing Certification for Senior Staff working in center-based and family child care settings.

Learn noncompetitive gross motor games and activities that build physical strength and awareness, language skills, release energy, and support peer cooperation. Levels I-V (0.3 CEUs)

Course Outcomes:

1. Create a list of developmentally appropriate, non-competitive, gross motor games and activities for use with the children in their care.
2. Identify a list of gross motor skills, abilities, and goals developed by participation in identified gross motor experiences in order to document children’s participation, development and progress.
3. Evaluate and problem-solve a situation, which focuses on a common conflict and situation in relation to motor play, safety, and supervision.

Everyday Science for the Inquiring Young Mind  
ECH 018

This course is designed for students who work with young children to explore the process of scientific inquiry. Day Care center teachers will be introduced to tools and practice to integrate scientific inquiry into all areas of the classroom. Beginning; curriculum core competency. This course has been approved by the Maryland State Department of Education, Office of Child Care for in-service training hours.

Course Outcomes:

1. Explain the process of scientific inquiry.
2. List at least four ways in which to integrate scientific inquiry in different areas of the early childhood education classroom.

Family Child Care: Pre-Service Module Series  
ECH 197

This is an approved training by the Maryland State Department of Education/Division of Early Childhood Office of Child Care, that fulfills the family childcare preservice training requirements. Students must register and attend all eight sessions to receive 2.8 CEUs.

Course Outcomes:

1. Articulate the MSDE Office of Child Care training and licensing requirements for operating a private Family Child Care.
2. Demonstrate knowledge of Sudden Infant Death Syndrome.
3. Describe the MSDE Core of Knowledge content areas.
Fun with Food—Meaningful Mealtimes with Young Children

ECH 054

This course is designed to suggest strategies to enable children to participate in positive food activities. Young children need frequent snacks and meals throughout their daily activities to sustain their energy and health. These mealtimes offer many opportunities for communication and meaningful interaction between the children and adults.

Course Outcomes:
1. Identify the elements of the Nutritional Food Pyramid.
2. Demonstrate the value of allowing children to assist in food preparation and clean up activities.
3. Provide examples of nutritional snacks and meals that are appropriate to child care settings.
4. Identify a variety of ways to make mealtimes enjoyable for adults and children.

Healthy Beginnings—Module I

ECH 269

This course provides a foundation for understanding and using Healthy Beginnings as a child development tool. An introduction to the new Healthy Beginnings guide is provided and connections are made between the new guide and the Maryland Model for School Readiness.

Course Outcomes:
1. Identify the developmental needs of infants and toddlers.
2. Demonstrate the connection between development and learning for children birth to 5 years.
3. Describe basic assumptions of child development and define a developmental continuum.
4. Identify the features of Healthy Beginnings.
5. Define responsive caregiving.

Healthy Beginnings—Module II

ECH 267

Healthy Beginnings is a framework to prepare caregivers to effectively care for infants and toddlers. The curricula is endorsed by the Maryland State Department of Education.

Course Outcomes:
1. Describe activities which support positive infant and toddler growth and development.
2. Identify elements of the environment that support responsive caregiving.
3. Describe ways in which Health Beginnings can be used to plan for infants and toddlers.
4. Identify strategies for communicating with, and supporting families.
5. Define assessment and its connection to planning for infants and toddlers.
How to Design the Early Childhood Learning Environment and Daily Activity Schedule

ECH 183

This course meets requirements set forth by the MSDE, Division of Early Childhood Education, Office of Child Care Licensing Certification for Senior Staff working in center-based and family child care settings.

Young children respond to their environment. A thoughtful arrangement of the physical environment and daily schedule can assist the children in transitioning through their day successfully and calmly. Children are secure when there is a planned and predictable routine to move through each day. This class provides practical direction to implementing a developmentally appropriate setting that nurtures cognitive and social growth for young children in center-based early learning settings. Levels I-II (0.3 CEUs)

Course Outcomes:

1. Name six elements that a balanced daily schedule should contain.
2. List and describe five discrete classroom areas and the educational foci for each area.
3. Demonstrate an understanding and ability to design a pictorial daily schedule for young children in a center based setting.
4. Identify five transitional strategies for moving children from one activity to another.

Implementing the Fundamentals of NAEYC Developmentally Appropriate Practices

ECH 179

This continuing education course designed for early childhood educators and provides information about utilizing the NAEYC (National Association for the Education of Young Children) guidelines for implementing Developmentally Appropriate Practices (DAP) in classrooms on a daily basis. Topics include: child development stages; instructional strategies for nurturing and instructing specific age groups.

Course Outcomes:

1. Identify specific developmentally appropriate practices for use with individualized age groupings.
2. Articulate the domains of learning outlined in the DAP book.
3. Create an action plan to revise environment and instructional strategies to facilitate and extend young children’s learning.
4. Define "intentionality" as related to lesson design, preparation, implementation, evaluation and revision.

Importance of Open-Ended Art Projects

ECH 221

This course will focus on the important process of open-ended art projects as a major tool for learning and promoting self esteem. The presentation will underscore how important creativity and imagination are within a developmentally appropriate program for young children.

Course Outcomes:

1. Discuss the necessity of allowing children time to be creative and use their personal imaginations
2. Learn a number of art projects that will be appropriate for pre-school children
Improving the Administration of your Family Child Care
ECH 246
A good business administration covers the planning, organization, management, and control of human, financial, material, and technology resources in order to obtain good benefits. This course is designed to explore different administrative methods to guarantee successful management of your child care center.

Course Outcomes:
- Establish the importance of good business administrative practices.
- Analyze different administrative methods.
- Create an administrative plan.

Including All Children and the ADA
ECH 271
This course is designed for professionals in the education or childcare career field and provides information, strategies and resources for developing and implementing early childhood education environment that is inclusive to all children and families. Topics include the requirements of Americans with Disabilities Act (ADA); inclusionary practices based on national standards and best practices; and local state and national resources.

Course Outcomes:
1. Articulate the basic principles of the ADA and its relationship to child care.
2. Define the term inclusion and how it relates to the child care environment and practice.
3. Identify strategies for including all children.
4. List resources available that support children, families, and staff.

Individualized Children’s Portfolio Development: Learn to Observe and Document Behaviors
ECH 180
This course meets requirements set forth by the MSDE, Division of Early Childhood Education, Office of Child Care Licensing Certification for Senior Staff working in center-based and family child care settings.

Researchers and educators have identified the need to assess baseline information about children's abilities and individual developmental levels in order to plan useful classroom activities. When this information is attained, teachers can plan to address and design lessons that support each child’s emerging skills. During recent years, the value of developing individualized child portfolios has become a popular and valuable strategy for documenting and measuring achievement toward learning goals. This class presents formats and methods for developing these portfolios and sharing the information with families. Levels I-III (0.7 CEUs: 3 hours Child Dev., 4 hours Comm.)

Course Outcomes:
1. Identify four domains of learning for young children.
2. List three systems for collecting information about young children’s developmental levels in specific learning domains.
3. Designing a system for documenting and maintaining children’s work samples.
4. Demonstrate three methods for sharing developmental achievements and future goals with parents.
Infant and Toddler Development and Curriculum Planning

ECH 208

This course is designed to teach the theory and practice of caring for infants and toddlers in a group setting. Topics include significance of the early years; learning and development in infants and toddlers; appropriate activities and interactions; and the health, safety, and nutritional needs of infants and toddlers. Completion of this course meets the Maryland state requirement for the position of infant/toddler senior staff in a child care center. Required textbook(s) available at the Rockville Campus Bookstore.

Course Outcomes:

1. Utilize different play material and crafts in a variety of group activities with children.
2. Demonstrate an understanding of the philosophy and principles guiding a quality educational and age appropriate classroom learning experience for young children.
3. Demonstrate an understanding of learning and development of infants and toddlers.
4. Demonstrate an understanding of the value and variety of methods of observing and assessing children's development.
5. Meet the course requirements for the position of infant/toddler senior staff in a child care center.

Investigative Science for Preschoolers

ECH 248

"Hands-on" science is the focus of these classes for preschool teachers and early childhood care providers. Textures, multimedia and experimental activities form the foundation of the sessions designed to delight and stimulate sensory awareness. Students will explore teaching strategies to impart information about the natural world and the properties of matter. This course will offer a variety of developmentally appropriate activities to engender independent experimentation and extended knowledge in areas of the physical and biological sciences. These classes provide students with the opportunity to introduce pre-schoolers to science constructs.

Course Outcomes:

1. Demonstrate an understanding of the value of, and design strategies for using a variety of multi-media to introduce science concepts to young children.
2. Identify and facilitate interactive "hands-on" science projects.
3. Reinforce scientific inquiry in young children by asking open-ended questions and stimulating experimentation.
4. Reinforce confidence in their ability to understand scientific concepts and help children learn about the natural world.
Linking Multicultural Literature and Art: A Hands-On Approach  
ECH 047

This course is designed for teachers and child care providers. The course will examine and analyze five different multicultural books to help teach young children about cultures. Five separate art projects will be made during class. These activities support the multicultural story lines and bring the stories to life for children.

This course has been approved by the Maryland State Department of Education, Office of Child Care for in-service training hours.

course outcomes:

1. Use five books to introduce cultural customs and traditions in their Early Childhood educational settings.
2. Use art activities which relate to the multi-cultural stories offered as part of the literacy program to introduce cultural customs and traditions.
3. Demonstrate an understanding that children learn abstract concepts best when they are coupled with concrete experiences like the visual and tactile experiences offered through the stories and art projects.

Logical-Mathematical Thinking

ECH 252

This class is designed to encourage children to explore, investigate and build their environment through observation, usage of their five senses and analytical capacity. The logical-mathematical thinking, according to Piaget’s theory, allows children to establish connections and relationships between objects and events that occur in their environment. Eventually, this knowledge is going to allow children establish associations through comparing, classifying and arranging objects.

Course outcomes:

1. Analyze and design strategies and learning experiences that promote the development of the logical-mathematical thinking.
2. Analyze and understand the perceptual process in children as the process of recognition and identification of attributes in objects and events; as well as, the different stages of this process.
3. Design strategies and learning activities that allow children to go through all the states of several cognitive processes, such as: comparison, classification, and the uses of quantification, among others.

Making Connections with Math

ECH 258

This course is designed for teachers to teach preschoolers the ways to develop math concepts and how to introduce these concepts to children through play, art, music, vocabulary and literature. The course offers ideas for planning activities for implementing math awareness and competence.

Course outcomes:

1. Name and describe games and activities that promote single-digit addition and subtraction.
2. Understand and articulate the principles underlying the theory of developing math concepts.
3. Demonstrate an understanding of how to identify areas of strength in individual children.
4. Plan and implement developmentally appropriate activities to promote math awareness.
Medication Administration Training

ECH 257

This course is designed to provide child care personnel with an overview of medication administration procedures in child care centers and family child care homes. Topics include: practices and procedures for administering over-the-counter and selected prescription medications to children in care in accordance with state child care licensing requirements, observation methods, recording procedures, forms and schedules, and safe handling techniques.

Course Outcomes:

1. Discuss the role, responsibilities and limitations of child care personnel in administering medications.
2. Utilize systematic procedures and approved forms and schedules to administer medications, observe effects, and record changes in the child's appearance, emotional adjustment, and behavioral activity in response to medication administration.
3. Identify selected prescription and non-prescription medications and the components of required labeling standards.
4. Implement a plan for contacting immediate and direct medical responders in the case of medication-related emergency conditions, including allergic reaction and respiratory arrest.

Montessori: Practical Life Skills

ECH 211

This course is designed to examine why practical life exercises are the foundation of the Montessori classroom. Specific life skills activities and activities goals will be presented. Students will have the opportunity to practice these life-skill exercises.

Course Outcomes:

1. Demonstrate an understanding of the Montessori philosophy and activities specific to practical life skills.
2. Evaluate the degree to which a specific school adheres to the traditions of the original Montessori Methods or embraces additional curricula approaches in the environment.
3. Determine whether or not to enroll their child in a Montessori program. Ascertain the likelihood of their child enjoying and being successful participating in a Montessori program.

Montessori: Teaching Math Concepts

ECH 209

This course is designed to introduce Pre-Kindergarten number concepts, including values, addition and subtraction, decimals, and value placement. Students will actively participate in learning how to create activities and play math games using common daily life items found in our homes and classrooms.

Course Outcomes:

1. Introduce number concepts to children using Montessori Methods
2. Define the meaning of "an inner image" of mathematics concepts.
3. Create age-appropriate games and activities to help build a solid foundation for math and science.
Montessori: Using Phonics
ECH 210

This course is designed to teach The Montessori Method approach to phonetics that makes it possible for children to learn to "sound out" words at a very early age. Children will gain the ability to read longer phonetic words, non-phonetic words, and sentences, as they gain mastery at foundational developmental levels. In this session, emphasis is placed upon the Montessori way of introducing phonics to pre-readers.

Course Outcomes:
1. Introduce phonetics to children using the principles and materials of the Montessori Method.
2. Create age-appropriate educational activities which help to build a solid foundation for reading, spelling and writing.

Navigating the MD State Department of Education Child Care Web Site
ECH 263

Trying to find the exact information you are seeking on the Maryland State Department of Education's (MSDE) website is a challenge. Take this course to learn to navigate through the icons to get to just what you need to know; staff training regulations, medicine administration procedures, the credentialing system training re-imbursement requirements, forms and resources.

Course Outcomes:
1. Locate the regulations, forms, resource documents and policies regulating child care homes and centers.
2. Obtain the most current information and announcements from MSDE.
3. Locate and communicate with MSDE specialists, regional managers and department and headquarter supervisors directly through email messages.
4. Locate departments for resources, grant funding opportunities, school readiness mandates.

Nurturing the Artistic Baby
ECH 194

Infants and toddlers learn through the use of all their senses. Young children are stimulated by new sounds, sights, scents, and touch, and their artistic development should include experiences with a wide variety of tactile media. This course examines the value of multi-media in the growth and development of the very youngest children. Learn how to introduce infants and toddlers to special activities involving their senses. Levels I-III (0.4 CEUs)

This course has been approved by the Maryland State Department of Education, Office of Child Care for in-service training hours. The Maryland State Department of Education, Office of Child Care mandates that each Child Care provider must attend a designated number of in-service training hours annually in order to maintain their certification. This course meets those requirements.

Course Outcomes:
1. Identify 5 activities to nurture creative expression with infants and toddlers.
2. Demonstrate an understanding of the safety measures to be taken with artistic media and young children.
3. Explain the cognitive and socio-emotional value of the activities presented.
**Nutrition for Healthy Children: Module I**

**ECH 276**

This continuing education course is designed for Early Childhood Teachers and provides basic concepts of good nutrition. This course will help students develop a plan for optimal health outcomes based on current nutritional information. Topics include nutrition definitions, differences between portion and serving size, a review of food groups (vegetables, fruits, grains, proteins and dairy products). The class defines the impact of healthy nutritional choices and physical activities in promoting wellness.

**Course Outcomes:**
1. Demonstrate an understanding in evaluating products nutrition labels.
2. Identify differences between portion and serving size.
3. Plan well balanced meals to improve health and/or prevent chronic diseases.
4. Promote changes of unhealthy behaviors incorporating physical activity as a strategy for healthy development.
5. Understand the model of "My Plate" nutritional concept for children and families.

**Nutrition for Healthy Children: Module II**

**ECH 277**

This continuing education course is designed for Early Childhood Teachers and provides basic concepts of good nutrition. This course will help students develop a plan for optimal health outcomes based on current nutritional information. Topics include the importance of grains, dairy and proteins in children's daily diet. This class defines the impact of healthy nutritional choices and physical activities in promoting wellness. (0.3 CEUs)

**Course Outcomes:**
1. Demonstrate an understanding in evaluating products nutrition labels.
2. Identify the importance of grains, dairy and proteins in the child's diet.
3. Understand the model of "My Plate" nutritional concept for children and families.
4. Promote changes of unhealthy behaviors incorporating physical activity as a strategy for healthy development.

**Nutrition for Healthy Children: Module III**

**ECH 278**

This continuing education course is designed for Early Childhood Teachers and provides basic concepts of good nutrition. This class defines the impact of healthy nutritional choices and physical activities in promoting wellness. Topics include the importance of salt, sugar and oils in children's daily diet.

**Course Outcomes:**
1. Demonstrate an understanding in evaluating products nutrition labels.
2. Identify the importance of salt, sugar and oils in the child's diet.
3. Introducing new food in the first year of a child's life.
4. Promote changes of unhealthy behaviors incorporating physical activity as a strategy for healthy development.
5. Understand the model of "My Plate" nutritional concept for children and families.
Planning Curricula for Child Care
ECH 207

This course is designed to teach the principles of curriculum planning for programs serving children from infancy through age five. Activities, methods, and materials appropriate to the areas of curriculum in an early childhood program are emphasized. Attention is given to staff and parent communication and community resources. Provides 45 of the 90 classroom hours needed to become a senior staff in programs licensed by the MSCE Office of Child Care Credentialing.

**Course Outcomes:**

1. Articulate an understanding of the broad spectrum of behaviors and abilities exhibited by varying age levels of young children.
2. Design schedules and activities which reflect the developmental abilities of specific age groups and the underlying child development principles and theories which guide the program.
3. Identify activities designed to enhance and nurture developmentally appropriate growth.
4. Demonstrate an awareness of cultural variations within learning communities.
5. Identify community resources and strategies for building relationships and partnering to maximize the educational program.

Rainy Day Fun with Little Ones
ECH 148

This continuing education course is designed for early childhood educators and provides information about how to entertain children through educational activities indoors when weather does not allow children to go outdoors. Topics include: mazes, tents, ball and hoop play, obstacle course development and music and movement games. (0.3 CEUs)

**Course Outcomes:**

1. Create a special prop box that is used for "special" days when children are restless and need additional challenges to be satisfied.
2. Demonstrate an understanding of ways to enhance the environment with tents, blankets, collapsible cloth tunnels, soft balls and streamers.
3. Construct a "guess it" bag that is used to stimulate imagination and expressive language.

Resolving Conflicts with Young Children
ECH 217

This class is designed to teach students how to apply strategies to guide children through the process of articulating feelings and needs, and support development of their problem solving skills. Strategies implemented will enable children to maintain their self-esteem and will create an atmosphere of promoting cooperation.

**Course Outcomes:**

1. Identify several common sources of conflicts among children.
2. Identify six problem-solving steps to implement to facilitate children's problem-solving experiences effectively.
3. Use effective techniques for responding to young children's conflicts.
Special Needs—Special People

ECH 119

These classes provide an overview of typical and atypical child development stages and how caregivers can learn to identify them. Learn the importance of early childhood intervention and steps to refer children for further assessments. Basic special education models will be described with a framework for understanding how to meet families’ and children's needs. Learn tools and techniques that can benefit all children in closing developmental gaps and reaching their learning potential. Explore strategies to promote family involvement and commitment. Levels I-V. (0.6 CEUs.)

Course Outcomes:

1. Identify typical and age-appropriate development behaviors in young children birth to five years.
2. Identify atypical development and behaviors in young children birth to five years.
3. Demonstrate an understanding of basic goals and frameworks for special education services delivery.
4. Demonstrate an understanding of roles of caregivers and families in relating to young children with disabling conditions.
5. Demonstrate an understanding of the Right and Responsibilities of students and families caring for children with disabling conditions.

Supporting Children with Disabilities

ECH 274

This course is designed for professionals in the education or childcare career field and introduces the child care professional to strategies that enable all children with disabilities, delays or special needs to gain knowledge, skills and enthusiasm for learning. Topics include: programs, terms and resources that support children with special needs; an understanding of the child care professional's role in supporting IEP/IFSPs; and how to select materials and adapt both instruction and the environment to motive learning.

Course Outcomes:

1. Define special needs programs and terms.
2. Implement the goals and objectives of the IEP/IFSP.
3. Create appropriate room arrangements and activities to meet the needs of all learners.

Take the Mystery Out of Montessori

ECH 204

This continuing education course is designed for early childhood educators and provides information about the principles underlying the Montessori Method of instruction of young children. Topics include: careful organization of the environment to maximize learning opportunities.

Course Outcomes:

1. Describe the essential elements of the Montessori Method educational system.
2. Describe the differences between traditional Montessori classroom materials, routine and instructional design, and a modified Montessori program.
3. Explain the strengths of the Montessori Method.
4. Articulate an understanding of the roles and responsibilities of the American Montessori Society and the American Montessori International training entities.
Taking Learning Outside

ECH 272

This course is designed for professionals in the education or childcare career field and provides instruction on how outdoor learning environments and play space can assist with development and learning. Topics include activity planning, environmental design, and material/equipment selection.

Course Outcomes:

1. Identify the importance of outdoor activities in all learning domains.
2. Examine traditional and non-traditional learning activities.
3. Prepare examples of structured and unstructured outdoor play.

Targeting Social Interaction Skills

ECH 264

Positive and effective social skills are key for interfacing with the world. Gaining and developing these skills is critical to individuals' achievement of success in all domains of daily routines throughout our lifetime. This course introduces appropriate social communication structures provides strategies for teachers to assist children in learning and practicing social skills.

Course Outcomes:

1. Identify the skills that promote social competence and their significance to children's life-long success.
2. List 10 specific activities which promotesocial skill development.
3. Describe plans and methods to teach and imbed positive interaction skills into daily routines.
4. Demonstrate implementing problem solving strategies related to issues of social competence building in young children.

Teaching and Technology: Tiptoeing Into Technology

ECH 282

This continuing education course is designed to instruct early childhood educators and professionals in the usage of digital media within the classroom. This course will help students learn ways to integrate new tools and technologies into early childhood education settings. Topics will include early exposure to new words and ideas, hands-on exploration, and regulating children's exposure time to technology.

Course Outcomes:

1. Understand and describe the terms digital literacy and multi-media resources.
2. Articulate the foundations of NAEYC Developmentally Appropriate Practices (DAP) as it relates to media usage with young children.
3. Discuss the potential values and detrimental attributes of "screen time" on the growth and development of young children's learning.
4. Access several research based web site addresses to continue to update "best practices" for introducing and implementing digital instructional strategies shaping young childrens' life experiences.
Teaching Math through Movement: What’s the Sum?

ECH 126

This class will focus on kinesthetic activities to help teach the meaning of numbers through dancing, acting, singing, and moving in space.

Course Outcomes:

1. Provide activities that facilitate the learning of the meaning of subtraction and demonstrate different kinesthetic approaches for subtracting single digit numbers.
2. Demonstrate an understanding of the principles of kinesthetic and tactile activities and apply these principles.
3. Implement kinesthetic activities in teaching different approaches to subtracting numbers.

Tearless Toileting Tips

ECH 103

The adventure of toilet training can be a difficult experience for both parents and children. This class explores the social attitudes and pressures placed upon families and young children to "conform" to imposed timelines for toileting. Many factors influence children’s readiness to use the toilet. These vary from culture to culture by individual child’s personal fears, temperament, and natural learning curve to encourage acceptable behaviors.

Course Outcomes:

1. Demonstrate an understanding of the importance of maintaining a clean and safe environment when caring for infants and toddlers.
2. Identify the major developmental milestones from birth to age three.
3. Demonstrate the ability to work cooperatively with families in caring for infants and toddlers.
4. Demonstrate an understanding of the value of sleep, feeding, and affectionate nurturance of infants and toddlers.
5. Recognize typical and atypical behaviors in very young children and be knowledgeable of appropriate referral systems to community resources.

Teasing, Tiffs, and Tattlers—Preschoolers Resolving Conflicts

ECH 124

Learn how to facilitate preschool aged children to begin to articulate their problems and feelings. This course looks at strategies which assist children in developing their problem solving skills. General categories of challenging situations will be discussed. Students will learn how to enable children to maintain their self-esteem and create an atmosphere of cooperation. Conflict resolution and limit setting strategies which include the children in the planning, have been shown to be effective group and individual behavior management tools.

Course Outcomes:

1. Demonstrate an understanding of the developmental stages common to young children.
2. Describe the physical and psychological changes young children are growing through daily.
3. Demonstrate the ability to facilitate behavior management opportunities for young children by directing them and supporting them with conflict resolution skill-development activities.
4. Examine and adjust the classroom environment, design, and materials to prevent conflict.
The 3 R’s: Design Your Learning Centers to Include Mathematics and Literacy

ECH 144

This continuing education course is designed for early childhood educators and provides information introducing reading, writing and speaking skills in natural ways throughout the preschool daily routine. Topics include discussing ways to integrate learning through art, music and individual play activities.

Course Outcomes:

1. Create an alphabet letter prop box containing tangible items which represent the phonetic sound of the letter and several playthings for children to experience. An example would be a "B" box containing a baby doll, a baseball, a bat, a book about

2. Introduce a world globe and post a world map in the block play and/or dramatic play area. Gather brochures from travel agencies and magazines depicting different lands and customs. Provide artifacts and labels for different countries. Build on th

3. Take opportunities daily to introduce numbers within the daily routine. Count the number of steps to get to the playground. Ask children to select 3 people to read a story with, allow children to estimate the number of marbles in jars. Then, coun

4. Create multiple ways to measure items in the classroom. For example, plant seeds and keep a visual print and numeral system to update the daily growth. Count the blossoms.

Water, Water, Everywhere!

ECH 268

Two thirds of the Earth’s surface is covered by water. The human body is composed of approximately 80% water. We experience water in many ways; via the weather, the geography, recreational activities and to sustain our very lives as a survival need. Join us for a journey into the scientific aspects of water. This class will assist teachers in understanding and teaching children to understand the properties of water and develop new vocabulary. Many hands on water activities will take place in this class which will also be a fun science review for teachers. The class will help children understand the 3 different states of water (liquids, solids, vapors), and assist them in making relevant connections to everyday life through the many uses of water.

Course Outcomes:

1. Demonstrate an understanding of how to teach children to understand the 3 different states of water (liquids, solids, and vapors) and help them to recognize and make relevant connections to everyday uses of water in our lives.

2. Use safe experiments to witness the transformations of water to various properties and change back to a previous property.

3. Develop a scope of new science based vocabulary to introduce to children.
Where Literacy Begins

ECH 242

This course is designed as a review of developmental milestones, exploring music and art with babies, and helping infants and toddlers to understand and use sound and signals as the beginning of speech. This class focuses on helping teachers to understand and build pre-language and pre-math concepts.

Course Outcomes:

1. Name and describe major developmental milestones in children birth to age three years
2. List 5 strategies to assist communication between caregiver and infants/toddlers
3. Identify 5 ways to utilize music in caring for babies
4. Articulate basic language acquisition concepts in young children

Working with Mixed Age Groups

ECH 255

This class covers age appropriate activities for infants and toddlers, preschoolers, and school-aged children. Discussion will include safety concerns, open ended projects to engage multiple aged children, and basic developmental milestones of differing aged children.

Course Outcomes:

1. Describe major differences and similarities across age groups (infants through twelve years old).
2. List four activities that can be offered to preschools through school aged children.
3. Identify safety concerns that may exist in multiage groupings and approaches to addressing and minimizing these problems.

Young Storytellers Technology Series

ECH 283

This continuing education course is designed to instruct early childhood educators in ways to promote language development skills using technology as well as tangible props. Topics include: utilizing digital photography, tape recorders and written children’s dictated narratives and illustrations to develop personalized story books.

Course Outcomes:

1. Demonstrate an understanding of how to support children in extending their concepts and vocabulary through self expression.
2. Demonstrate how to assist children in self recording their voices and word stories with a tape recorder.
3. Demonstrate the translation of the childrens’ words from verbal to print format through documenting recorded narrations.
4. Explain and assist children in taking photographs with a digital device and labeling these images through childrens’ interpretations.
5. Demonstrate the connection between spoken and written language.
ECS Clases de Educación Infantil

Montgomery College ofrece clases en las siguientes áreas funcionales: Desarrollo Infantil, Comunidad, Curriculo, Salud Seguridad y Nutrición, Profesionalidad y Necesidades Especiales. Visite el siguiente enlace para obtener más información sobre este prog
http://cms.montgomerycollege.edu/wdce/ce/educacioninfantil.html

Abra su guardería en casa (Profesionalidad)

ECS 047
This is an approved training by the Maryland State Department of Education/Division of Early Childhood Office of Child Care, that fulfills the Family Child Care Pre-Service training requirements. Students must register and attend all 8 sessions to receive 2.8 CEUs.

Course Outcomes:
1. Articulate the MSDE Office of Child Care training and licensing requirements for operating a private Family Child Care.
2. Demonstrate knowledge of Sudden Infant Death Syndrome
3. Describe the MSDE Core of Knowledge content areas.

Administración de medicamentos (Salud, seguridad, y nutrición)

ECS 069
This course is designed to provide child care personnel with an overview of medication administration procedures in child care centers and family child care homes. Topics include: practices and procedures for administering over-the-counter and selected prescription medications to children in care in accordance with state child care licensing requirements, observation methods, recording procedures, forms and schedules, and safe handling techniques.

Course Outcomes:
Discuss the role, responsibilities and limitations of child care personnel in administering medications.
Utilize systematic procedures and approved forms and schedules to administer medications, observe effects, and record changes in the child's appearance, emotional adjustment, and behavioral activity in response to medication administration.
Identify selected prescription and non-prescription medications and the components of required labeling standards.
Implement a plan for contacting immediate and direct medical responders in the case of medication-related emergency conditions, including allergic reaction and respiratory arrest.
Ciencias naturales para preescolares (Curriculo)

ECS 070

"Hands-on" science is the focus of these classes for preschool teachers. Explore teaching strategies to impart information about the natural world and the properties of matter through developmentally appropriate activities and experimentation. Children learn best by touching, smelling, constructing, and observing. These classes provide you with the opportunity to introduce preschoolers to scientific constructs. Levels II-V. (0.4CEUs)

Course Outcomes:

1. Demonstrate an understanding of the value of, and design strategies for using a variety of multimedia to introduce science concepts to preschoolers.
2. Demonstrate the ability to facilitate interactive hands-on science projects.
3. Demonstrate the ability to extend scientific inquiry in preschoolers by asking open-ended questions and stimulating experimentation.
4. Increase confidence in their ability to understand scientific concepts and help children learn about the natural world.

Como estimular el desarrollo cerebral en los niños (Desarrollo infantil)

ECS 081

This continuing education course is designed to assist early childhood educators in learning how early influences in a child’s life, whether positive or negative, are critical to the development of his/her brain. Topics include: different strategies and activities to promote brain development in children.

Course Outcomes:

1. Learn the different areas of the brain.
2. Describe the importance of nurturing infants and young children’s brains.
3. List at least 3 activities that will contribute to cognitive, physical, sensory and social development.

Como navegar la página web del MSDE (Profesionalidad)

ECS 073

Ttrying to find the exact information you are seeking on the Maryland State Department of Education's (MSDE) website is a challenge. Take this course to learn to navigate through the icons to get to just what you need to know; staff training regulations, medicine administration procedures, the credentialing system training reimbursement requirements, forms and resources.

Course Outcomes:

1. Locate the regulations, forms, resource documents and policies regulating child care homes and centers.
2. Obtain the most current information and announcements from MSDE.
3. Locate and communicate with MSDE specialists, regional managers and department and headquarter supervisors directly through mail messages.
4. Locate departments for resources, grant funding opportunities, school readiness mandates.
Como trabajar en equipo en lugares de cuidado infantil (Profesionalidad)

ECS 084
This continuing education course is designed for Spanish speaking educators and will provide strategies for effective problem solving and open communication. Topics include: components of effective communication; conflict resolution; how to define problem issues diplomatically.

Course Outcomes:
1. Identify the components involved in effective communication.
2. Demonstrate an understanding of conflict resolution in a calm and reasonable manner.
3. Provide examples of ways to define problematic issues without placing personal blame on individuals.

Comunicacion con el nino autista

ECS 092
This continuing education course is designed for child care providers and provides alternative ways of communicating with autistic children. Topics include: definition of autism and characteristics, strategies to improve communication, and use of alternative ways of communication.

Course Outcomes:
1. Define Autism and its characteristics.
2. Examine alternative communication with autistic children.
3. Develop communication strategies.

Crecimiento y Desarrollo Infantil (Desarrollo infantil)

ECS 023
Aprenda los principios de desarrollo y crecimiento infantil necesarios para trabajar en centros escolares con niños de 0 a 5 años. Se enfatizará el desarrollo social, físico, emocional e intelectual de estos niños en programas de cuidado infantil. Este curso provee 45 de las 90 horas requeridas para trabajar como profesora en centros de guardería. Se necesitará un libro de texto. Niveles I-V. (4.5 CEUs.) Las personas mayores de 60 años no pagan la matrícula, solo el derecho de admisión.

Course Outcomes:
1. Demonstrate an understanding of the basic child growth and development milestones and realistic behavioral expectations of children aged birth through five years.
2. Demonstrate an understanding of the philosophy and principles guiding a quality educational and age appropriate classroom learning experience for young children.
3. Demonstrate basic group management skills including arrangement of space, time, and activities.
4. Demonstrate a beginning understanding of the value and variety of methods of observing and assessing children’s development.
5. Demonstrate sensitivity and responsiveness to individual children and groups of children in child care settings.
Desarrollando inteligencias múltiples (Curriculo)

ECS 068

According to Howard Gardner, students have different kinds of intelligences and therefore learn, remember, perform, and understand in different ways. Gardner has identified 8 different intelligences that develop in different ways and have different levels. This class is designed to stimulate and develop multiple intelligences among children through strategies that allow teachers to work a pre-set group of objectives in different ways.

Course Outcomes:

1. Analyze and design strategies and learning experiences that promote the development of the different multiple intelligences.
2. Observe and identify the different intelligences and learning ways among children in the classroom.
3. Design strategies and learning activities that allow children to explore, discover and learn different ways to achieve an educational objective.

Desarrollo y planificacion de curriculos para bebés (Curículo)

ECS 049

This course provides the theory and practice of caring for infants and toddlers in a group setting. Topics include significance of the early years; learning and development in infants and toddlers; appropriate activities and interactions; and the health, safety, and nutritional needs of infants and toddlers. Completion of this course meets the Maryland state requirement for the position of infant/toddler teacher in a child care center.

Course Outcomes:

1. Demonstrate an understanding of the importance of maintaining a clean and safe environment when caring for infants and toddlers.
2. Identify the major developmental milestones from birth to age three. Identify ways to support young children in their development stages physically and emotionally.
3. Demonstrate ability to work cooperatively with families in caring for infants and toddlers.
4. Recognize typical and atypical behavior and be knowledgeable of appropriate referral systems to community resources.
5. Identify and design interesting and developmentally appropriate activities for inside and outdoor play.

Descubriendo el planeta tierra (Curículo)

ECS 083

This continuing education course for childcare workers provides ideas/strategies for introducing the concept of living on a planet to children. Topics include: living within the Milky Way galaxy; using children's books; using various classroom activities; and creating an edible earth model.

Course Outcomes:

1. Demonstrate the ability to introduce planetary concepts to young children.
2. Implement activities that will demonstrate concepts of our solar system.
3. Create an edible earth model.
Diversidad en el ambiente escolar (Comunidad)

ECS 059

This course is designed to make child care providers aware of the social, cultural, and educational diversity in our community. It will provide students with tools and strategies to face the daily challenges in adapting the teaching curriculum to different children's diverse backgrounds.

Course Outcomes:

1. List ways to integrate different cultures in the classroom
2. Define the value of children understanding different ways of living
3. Analyze the way basic concepts are perceived by different cultures

Estrategias para fomentar el buen comportamiento en los niños

ECS 061

This class is designed to teach students how to apply strategies to guide children through the process of articulating feelings and needs, and support development of their problem-solving skills. Strategies implemented will enable children to maintain their self-esteem and will create an atmosphere of promoting cooperation.

Course Outcomes:

1. Identify several common sources of conflicts among children.
2. Identify six problem-solving steps to implement to facilitate children's problem-solving
3. Use effective techniques for responding to young children's conflicts.

Filosofía del método de enseñanza Montessori

ECS 088

This continuing education course is designed for Early Childhood Teachers serving children 2 to 6 years of age and provides an understanding of the principles and materials behind the Montessori Method. Topics include: the pillars of Montessori philosophy, materials used in the classroom, and classroom environment.

Course Outcomes:

1. Identify the curriculum areas of the Montessori classroom.
2. Articulate the principles and philosophy behind the Montessori Method.
3. Identify some of the fundamental characteristics of the Montessori classroom.
Formemos un círculo

ECS 033

This continuing education course is designed for Early Childhood Teachers and provides basic concepts of circle time. This class introduces the purposes and goals the daily routine known as circle time. Topics include: rationale behind circle time; foci and tactile materials to use; and experimenting with alternative methods for attaining educational and socio-emotional development in children.

**Course Outcomes:**

1. Articulate the purpose and goals for circle time.
2. Experiment with alternative methods for attaining the educational, socio-emotional developmental goals identified.
3. Examine the reasons that young children might not enjoy or engage in circle time as it is currently structured in programs.

Healthy Beginnings: Fundamentos del desarrollo infantil de 0 a 3 años: Módulo I (Desarrollo infantil)

ECS 074

This course provides a foundation for understanding and using Healthy Beginnings as a child development tool. An introduction to the new Healthy Beginnings guide is provided and connections are made between the new guide and MMSR.

**Course Outcomes:**

1. Identify the developmental needs of infants and toddlers.
2. Demonstrate the connection between development and learning birth to 5.
3. Describe basic assumptions of child development and define a developmental continuum.
4. Define responsive caregiving.
5. Identify key features of Healthy Beginnings and determine how it can be used in an early childhood setting.

Healthy Beginnings: Fundamentos del desarrollo infantil de 0 a 3 años: Módulo II (Curriculo)

ECS 071

This course provides opportunities for using Healthy Beginnings as a tool for creating and planning a program for infants and toddlers. Through learning activities and the use of Healthy Beginnings during the training, participants examine environment, planning, assessment and working with families.

**Course Outcomes:**

1. Describe activities that support infant toddler development.
2. Identify elements of the environment that support responsive caregiving.
3. Describe ways in which Healthy Beginnings can be used to plan for infants and toddlers.
4. Identify strategies for communicating with and supporting families.
5. Define assessment and its connection to planning for infants and toddlers.
Integración sensorial: Módulo I (Desarrollo Infantil)
ECS 065
This class assists teachers in enhancing the learning capacity of children. Skill competency in math, science, language acquisition, social interaction are not developed in isolation. They are integrated throughout a meaningful and purposeful set of daily activities. Learn new ways to recognize and offer effective cross disciplinary teaching approaches in this fun and useful class.

**Course Outcomes:**
1. Demonstrate an understanding of how to engage children is meaningful play activities with specific learning goals.
2. Identify musical, movement and creative expression activities that are conducive to children’s overall development.
3. Demonstrate an understanding of the importance of kinesthetic learning in early childhood programs.

Integración sensorial: Módulo II (Desarrollo Infantil)
ECS 066
Teachers can improve the learning capacity of children through simple and fun activities. This class will explore cognitive integration through music, movement and artistic expression. A variety of strategies will be introduced to achieve developmental progress in multiple learning domains through integration of physical, psychological, academic and language functions.

**Course Outcomes:**
1. Demonstrate an understanding of how to promote playing as a way of learning.
2. Identify a wide variety musical, physical and art activities that are conducive to children’s development.
3. Demonstrate a deeper understanding of how important movement is for the development of young children.

Integando a niños con discapacidades en el aula (Necesidades especial)
ECS 082
This course is designed for professionals in the education or childcare career field and provides information, strategies and resources for developing and implementing an early childhood education environment that is inclusive to all children and families. Topics include: the requirements of Americans with Disabilities Act (ADA); inclusionary practices based on national standards and best practices; and local state and national resources.

**Course Outcomes:**
1. Develop and implement an early childhood education environment that is inclusive.
2. Cite the requirements of Americans with Disabilities Act (ADA).
3. Demonstrate inclusionary practices based on national standards and best practices.
4. Identify local, state, and national resources regarding the ADA.
Matemáticas según el modelo Montessori

**ECS 090**

This continuing education course is designed for Early Childhood Teachers and provides an introduction to the mathematical Montessori Method. This course will help students to create activities and play math games using the Montessori Method. Topics will include number concepts such as addition and subtraction, decimals, value placement, and adequate math activity development.

**Course Outcomes:**

1. Introduce number concepts to children using Montessori Methods.
2. Define the meaning of "an inner image" of mathematics concepts.
3. Create age-appropriate math games and activities.

Método Montessori de lengua y lectoescritura

**ECS 089**

This continuing education course is designed for Early Childhood Teachers and provides an approach to phonetics and writing through the Montessori Method. Topics include: phonic words, non-phonic words and writing at foundational developmental levels. Emphasis is placed upon the Montessori way of introducing phonics to pre-readers.

**Course Outcomes:**

1. Introduce phonetics to preschool children using the principles and materials of the Montessori Method
2. Create age-appropriate educational activities which help build a solid foundation for reading and writing.

Nutrición para niños saludables: Módulo I (Salud, seguridad, y nutrición)

**ECS 076**

This continuing education course is designed for Early Childhood Teachers and provides basic concepts of good nutrition. This course will help students develop a plan for optimal health outcomes based on current nutritional information. Topics include nutrition definitions, differences between portion and serving size, a review of food groups (vegetables, fruits, grains, proteins and dairy products). The class defines the impact of healthy nutritional choices and physical activities in promoting wellness.

**Course Outcomes:**

1. Identify differences between portion and serving size.
2. Demonstrate an understanding in evaluating products nutrition labels.
3. Plan well balanced meals to improve health and/or prevent chronic diseases.
4. Promote changes of unhealthy behaviors incorporating physical activity as a strategy for healthy.
5. Understand the model of "My Plate" nutritional concept for children and families.
### Nutrición para niños saludables: Módulo II (Salud, seguridad, y nutrición)

**ECS 077**

This continuing education course is designed for Early Childhood Teachers and provides basic concepts of good nutrition. This course will help students develop a plan for optimal health outcomes based on current nutritional information. Topics include the importance of grains, dairy, and proteins in children’s daily diet. This class defines the impact of healthy nutritional choices and physical activities in promoting wellness.

**Course Outcomes:**

1. Demonstrate an understanding in evaluating products nutrition labels.
2. Identify the importance of grains, dairy, and proteins in the child’s diet.
3. Understand the model of "My Plate" nutritional concept for children and families.
4. Promote changes of unhealthy behaviors incorporating physical activity as a strategy for healthy.

### Nutrición para niños saludables: Módulo III (Salud, seguridad, y nutrición)

**ECS 078**

This continuing education course is designed for Early Childhood Teachers and provides basic concepts of good nutrition. Topics include the importance of salt, sugar, and oils in children’s daily diet. This class defines the impact of healthy nutritional choices and physical activities in promoting wellness.

**Course Outcomes:**

1. Demonstrate an understanding in evaluating products nutrition labels.
2. Identify the importance of salt, sugar, and oils in the child’s diet.
3. Introducing new food in the first year of a child’s life.
4. Promote changes of unhealthy behaviors incorporating physical activity as a strategy for healthy.
5. Understand the model of "My Plate" nutritional concept for children and families.

### Organización y actividades diarias (Curriculum)

**ECS 045**

This course meets requirements set forth by the MSCE, Division of Early Childhood Education, Office of Child Care Licensing Certification for Senior Staff working in center-based and family child care settings.

This class provides practical direction to implementing a developmentally appropriate setting which matures cognitive and social growth for young children in center-based early learning settings.

**Course Outcomes:**

1. Name six elements that a balanced daily schedule should contain.
2. List and describe five discrete classroom areas and the educational foci for each area.
3. Demonstrate an understanding and ability to design a pictorial daily schedule for young children in a center-based setting.
4. Identify five transitional strategies for moving children from one activity to another.
Planificación de currículos para centros de cuidado infantil (Curriculo)

ECS 027

This course is designed to teach the principles of curriculum planning for programs serving children from infancy through age five. Activities, methods, and materials appropriate to the areas of curriculum in an early childhood program are emphasized. Attention is given to staff and parent communication and community resources.

Course Outcomes:

1. Articulate an understanding of the broad spectrum of behaviors and abilities exhibited by varying age levels of young children and how these differences impact planning and delivery of instruction.
2. Design schedules and activities which reflect the developmental abilities of specific age groups and the underlying child development principles and theories which guide the program.
3. Provide adequate time and materials in a written lesson plan format which identify activities designed to enhance and nurture developmentally appropriate growth.
4. Identify community resources and strategies for building relationships and partnering to maximize the educational program.
5. Identify individual behaviors which may fall outside the scope of identified normal developmental ranges, and articulate a process to access additional professional support in serving these children.

Preparación para emergencias (Salud, seguridad, y nutrición)

ECS 063

This course provides information about handling emergency situations beyond the everyday bumps and bruises that occur in child care settings. The class focuses on development of a comprehensive and specific written emergency plan to follow in the event of a local, state, or national emergency. This plan may be developed for center-based care settings, family child care homes, and informal provider programs. With young children's lives at stake, all care providers have the responsibility to be prepared. (0.6 CEUs)

Course Outcomes:

1. Demonstrate an understanding of the need for contingency childcare setting planning in the event of a local, state or national emergency situation.
2. Create a written plan to identify and address all aspects of material and physical needs of children in the child care setting.
3. Devise a list of food/liquids to sustain the entire group for a specified period of time.
4. List items to be included in a "Ready to Go" evacuation file.
5. Develop an outline of methods for communicating with families and/or community serving agencies in the event of an emergency.
Preparación para la credencial de desarrollo infantil (Profesionalidad)

**ECS 028**

Este curso le preparará para la credencial de desarrollo infantil otorgada por el Consejo Profesional de Washington, D.C. En 30 horas se repasarán las 13 áreas funcionales que comprenden la credencial. Se repasará el contenido de cada área y se proveerá información detallada para ayudar a los estudiantes con la preparación de los materiales requeridos. Este curso está dotado de becas. Las personas mayores de 60 años no pagan la matrícula, solo el derecho de admisión.

**Course Outcomes:**

1. Demonstrate an understanding of specific definitions and activities associated with the Council for Professional Recognition's CDA credentialing program's Thirteen Functional Areas framework.
2. Demonstrate the ability to differentiate each Function.

Preparandonos para la escuela (Currículo)

**ECS 075**

This course enables teachers to engage children in age appropriate early learning experiences. Through school readiness caregivers acknowledge children's individual approaches toward learning as well as the unique experiences and backgrounds of each child.

**Course Outcomes:**

1. Promote social and emotional development.
2. Support children’s gain the skills necessary to enter elementary school.
3. Help caregivers develop strategies to ensure that early learning centers are conducive to promote school readiness.

Primeros Auxilios y CPR para bebés, niños y adultos

**ECS 040**

This course is designed for childcare providers who seek certification on CPR and First Aid for adults, children and infants. It will follow the established Red Cross' criteria and specifications. Once the class is finished and the oral and practical requirements are met, the student will receive a Red Cross card.

**Course Outcomes:**

1. Demonstrate the ability to meet established criteria by Red Cross for administering CPR.
2. Demonstrate the ability to meet established criteria by Red Cross for administering First Aid.
<table>
<thead>
<tr>
<th>Course Title</th>
<th>Course Code</th>
<th>Description</th>
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<tbody>
<tr>
<td>Primeros auxilios y RCP para profesores de educación preescolar</td>
<td>ECS 086</td>
<td>This continuing education course is designed for Spanish speaking child care providers and provides certification on CPR and First Aid for all ages. Topics include: the established Red Cross’ criteria and specifications for administering CPR and First Aid and risk factors for cardiovascular disease.</td>
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</tbody>
</table>
| Course Outcomes:                                                           |             | 1. Demonstrate the ability to meet established criteria by Red Cross for administering CPR and First Aid.  
2. Discuss health and safety for pediatric population.  
3. Identify risk factors for cardiovascular disease.  
| Psicología evolutiva infantil: Módulo II (Desarrollo Infantil)              | ECS 064     | The course is designed to gain a more in-depth knowledge of several leading motor theorists’ philosophies, ideas, and contributions to the current standards of best practices in early education. The approaches to child development include Sigmund Freud, Jean Piaget, Abraham Maslow, Lev Semeovich Vygotsky, Erik Erikson, Maria Montessori, and B.F. Skinner. |
| Course Outcomes:                                                           |             | 1. Describe the philosophic principals of eight different theories of children’s growth and development.  
2. List the purposes and benefits for each activity that is included in the daily childcare schedule.  
3. Identify three sources of behavior management and strategies for children.                                                                                                                                                         |
| Sindrome de muerte subita                                                   | ECS 053     | This course is designed to explore the most current facts about Sudden Infant Death Syndrome (SIDS). The cause(s) of this syndrome in which infants under one year of age die suddenly, while sleeping, has not been determined. There are, however, suggested actions which are thought to lower the risk of SIDS commonly referred to as “crib death.” |
| Course Outcomes:                                                           |             | 1. Identify five currently know facts about the syndrome  
2. Identify national sponsors and partners in research, information dissemination and community education on the topic of SIDS  
3. Discuss SIDS with parents and caregivers of young children with a basic understanding of the preventive measures that can be taken  
4. Identify resources in the community to provide grief counseling for parents who have experienced the tragedy of Sudden Infant Death Syndrome  
5. Identify sleeping positions and bedding choices which lower the risk of the occurrence of SIDS in children under the age of one year                                                                 |
Técnicas de comunicación (Profesionalidad)

ECS 042

This course meets requirements set forth by the MSCE, Division of Early Childhood Education, Office of Child Care Licensing Certification for Senior Staff working in center-based and family child care settings.

This course is designed for childcare professionals as an introduction to the basic concepts of developing strong communication skills when working in a child care center. Topics include speaking, writing interpersonal communication strategies, and critical techniques with a focus on communication with parents and coworkers, and communication issues within a typical child care day.

**Course Outcomes:**

1. Discuss and practice reading strategies to increase comprehension and retention.
2. Apply writing strategies to compose documents related to child care including lesson plans, parent letters, and child observation journals.
3. Demonstrate effective communication skills in the child care environment.
4. Utilize a variety of tools to record and communicate critical child information, including behavior, accidents, daily routines, and schedules.

Teorías del desarrollo infantil

ECS 079

This continuing education course is designed to assist early childhood teachers in gaining knowledge of what a developmental theory is, what purposes do child development theories serve. Topics include: how these theories are used to generate the 10 principles of child development and how they are useful to understanding and implementing developmentally appropriate practices. Students will also learn how a teacher can use reflection as a tool for solving problems when confronted with inconsistent or even contradictory information about child development and learning.

**Course Outcomes:**

1. Analyze the different theoretical approaches.
2. Demonstrate an understanding of how various aspects of the theories might support and conflict with one another.
3. Demonstrate knowledge gained to make appropriate educational decisions for young children based on developmental theories.
4. Implement new knowledge and skills gained in the classroom.
5. Identify the various developmental theories that were used to generate the 10 principles of child development.
Trabajando con niños con ADHD

ECS 091

This continuing education course is designed for child care educators and provides instruction in Spanish. Topics include: definition of cognitive learning, tools to promote attention span in children with ADHD, and way to promote behavioral change.

Course Outcomes:

1. Define cognitive processes involving learning.
2. Develop tools to promote attention span in ADHD children.
3. Manage disruptive behaviors in ADHD children.
4. Establish routines to encourage behavioral change.

Trabajando con niños de diferentes edades (Currículo)

ECS 072

This class covers age-appropriate activities for infants and toddlers, preschoolers, and school-aged children. Discussion will include safety concerns, open-ended projects to engage children of various ages, and basic developmental milestones of differing-aged children.

Course Outcomes:

1. Describe major differences and similarities across age groups (infants through twelve years old)
2. List four activities that can be offered to preschools through school aged children.
3. Identify safety concerns that may exist in multiaged groupings and approaches to addressing and minimizing these problems
GTP  Graduate Transition Program

Developmental Education and Workforce Access, Programs for Adults with Developmental Disabilities. This two-year certificate program focuses on basic academic skills, and enhances students’ potential success as productive citizens in the community. Visit http://cms.montgomerycollege.edu/wdce/ce/gtp.html

GTP: Art for Life
GTP 004

Students will have a better appreciation of art through contour drawings, charcoal, brushing, water color, and gesture drawing. Students will learn to use various drawing tools and equipment such as charcoal pencils, color pencils, water colors and brushes.

**Course Outcomes:**
1. Demonstrate ability to use art pencil accurately.
2. Demonstrate ability to use color pencils, brushes, and charcoal pencils.
3. Demonstrate ability to form shapes with precision.
4. Demonstrate ability to express self through art.
5. Identify

GTP: Communication/Speeches
GTP 006

Students will learn to communicate more effectively in a variety of situations. Students will learn vital confidence building skills. Students will learn how to phrase ideas, comments, and questions, eye contact, posture and body language, articulation, and understanding responses.

**Course Outcomes:**
1. Demonstrate an ability to identify two basic ways to send a message.
2. Demonstrate an ability to identify two ways to receive a message.
3. Demonstrate clarity and articulation.
4. Demonstrate an ability to express oneself using proper volume.

GTP: Computer/Internet
GTP 003

This introduction to the internet class will assist students in searches, sending and receiving email with attachments, and using an address book to store frequently used names and addresses. These skills will enable the student to take a course online.

**Course Outcomes:**
1. Demonstrate the ability to use the Internet.
2. Develop an address book.
3. Demonstrate an ability to send and receive an email.
4. Demonstrate the ability to send an email with an attachment.
5. Complete an address book for frequently used names.
GTP: History Current Events

GTP 005

Students will have a better understanding of world history and current events. Students will be able to identify and define civilizations.

Course Outcomes:
1. Demonstrate an ability to identify the Sumerians and their accomplishments, as well as the Babylonians, Egyptians, Romans, Greeks, Chinese, Japanese, Muslims and Byzantines.
2. Demonstrate the ability to read from the USA Today Newspaper.
3. Demo

GTP: Math/Money Management

GTP 002

Students will learn functional mathematical concepts of Arithmetic and money management. Students will study basic data analysis in graphs, charts, and tables. Students will add single digit numbers, subtract single and double digit numbers, as well as multiple and divide numbers.

Course Outcomes:
1. Demonstrate ability to add single and double digit numbers.
2. Demonstrate ability to subtract single and double digit numbers.
3. Demonstrate ability to perform basic operations on the calculator.
4. Identify coins.
5. Present cashier with e

GTP: Reading/Writing

GTP 001

Students will learn functional reading skills during this course. Students will read and comprehend basic symbols and or basic vocabulary words. Students will identify main idea, context clues, understand verb tense, and develop writing skills.

Course Outcomes:
1. Demonstrate basic reading comprehension.
2. Expand vocabulary.
3. Demonstrate ability to use skill strategies.
4. Complete an address book for frequently used names and addresses.
5. Identify nouns and verbs.
6. Use proper sentence structure
GTP: Science

GTP 007

Students will learn about the animal kingdom, the plant kingdom, nutrition and health, the human body, Ecology, and Planet Earth, outer space, and the physical world.

Course Outcomes:

1. Identify five invertebrates.
2. Identify plant parts.
3. Identify why and how plants reproduce.
4. Identify food groups.
5. Explain the importance of good eating.
6. Explain the importance of exercise.
7. State the symptom, prevention and
LAN World Languages

The goal of our language courses is to help you communicate in the language as quickly as possible. About a dozen different languages are offered. Visit the link below for more information on this program.

http://cms.montgomerycollege.edu/wdce/ce/worldlanguages.html

Advanced French

LAN 105

Former title: Advanced French III. This course is designed for nonnative French speakers with an excellent command of the spoken language. It is conducted exclusively in French. Emphasis is on participation in extended discussion of topics of choice. Student oral presentations are followed by class dialogue. Grammar is reviewed as necessary.

Course Outcomes:

1. Demonstrate increasingly fluent communication in French on current events and other topics of interest;
2. Use all tenses with ease in oral presentations and conversation;
3. Prepare and present descriptive passages and reports on a

Advanced German

LAN 064

This continuing education course is designed for general population and is an introduction to spoken Mandarin. Topics include: greetings, days of the week, months and seasons of the year, telling time, numbers, counting, polite expressions and exchanging personal information; and an introduction to Chinese cultural topics.

Course Outcomes:

1. Demonstrate proficiency in basic conversational exchanges in travel situations.
2. Respond to basic questions in Mandarin.
3. Communicate basic everyday needs.
4. Read simple signs, such as at hotels, train stations, airports.
5. Read 100 characters.

Advanced Spanish Conversation

LAN 020

This course is designed to increase the fluency of nonnative Spanish speakers. It is conducted entirely in Spanish. Participants receive conversation practice through informal discussions and readings on Spanish and Hispanic cultural topics. Grammar is reviewed as needed. Topics of discussion are selected in class and include current media topics and discussions of literature.

Course Outcomes:

1. Demonstrate fluent communication in Spanish.
2. Use correct grammar in oral communication and writing.
3. Write competently on a number of everyday topics.
4. Demonstrate knowledge of Spanish and Hispanic cultures.
5. Identify unique Spanish a
Arabic I—Part 1
LAN 149
This continuing education course is designed for the general public and provides opportunity to learn and practice Arabic. Topics include: writing system, greetings, polite expressions, asking and answering questions, and exchanging personal information; the present; and Arabic cultural topics.

Course Outcomes:
1. Demonstrate proficiency in basic everyday conversational exchanges.
2. Respond to basic questions in Arabic.
3. Communicate basic everyday needs.
4. Manage exchanges in the present tense of regular verbs.
5. Write basic words in Arabic alphabet.

ASL III—Part 2
LAN 152
This continuing education course is designed for the general public and is intended for students who have completed ASL level I and II courses successfully and provides instruction on how to converse fluently in ASL. Topics include: number skills, classifiers, and descriptions for facts, rules, objects, locations.

Course Outcomes:
1. Illustrate the use of numbers by sharing facts and explaining rules.
2. Use classifiers to describe process and follow instructions.
3. Incorporate referent variations to locate objects.
4. Incorporate role shift techniques in storytelling.
5. Expand student discourse.

ASL III—Part I
LAN 145
This continuing education course is designed for the general public and is intended for students who have completed ASL level I and II courses successfully and provides instruction on how to converse fluently in ASL. Topics include: incorporating appropriate ASL techniques and classifier skills; using those skills to relate stories, current events and how things are made; learning about ASL literacy and deaf culture through media assignments.

Course Outcomes:
1. Fingerspell accurately and appropriately.
2. Converse fluently using ASL grammar and structure to relate stories and current events.
3. Correctly incorporate ASL classifiers and techniques.
4. Combine all five parameters and incorporate non-manual cues.
5. Describe the importance of deaf cultural traditions, diversity and ethics in the modern world.
Montgomery College, Workforce Development & Continuing Education
Noncredit Course Descriptions and Outcomes
Community Education

ASL II—Part 1
LAN 112
This course is designed as a continuation of ASL I--Parts 1 & 2. Increased emphasis on American Sign Language grammar with a concentrated effort to develop expressive and receptive skills. Students master the use of facial expressions, space, fingerspelling and classifiers for conversational fluency.

Course Outcomes:
1. Demonstrate an ability to converse fluently using American Sign Language grammar accurately
2. Demonstrate an ability to fingerspell accurately and appropriately
3. Demonstrate an ability to combine all five domains of ASL in fluent signed output
4. Describe the importance of cultural traditions, diversity, and ethics in the modern world

ASL II—Part 2
LAN 140
This advanced course continues from the previous level (ASL II part one). Expand on non-manual cues, classifiers, quantifiers, ASL structure, and conversing in ASL. You will practice conversational topics such as exchanging opinions and sharing experiences on travel, occupations/employment, health, and current events. Conversations between deaf/HH individuals reflect humor, empathy, support as well as making suggestions and giving advice. You will master grammatical inflections for English verbs, adverbs, adjectives.

Course Outcomes:
1. Fingerspell accurately and appropriately.
2. Converse fluently using ASL grammar and structuring.
3. Combine all five parameters and incorporate non-manual cues.
4. Describe the importance of cultural traditions, diversity, and ethics in the modern world.

ASL I—Part 1
LAN 079
This course is an introduction to American Sign Language, the language used by the deaf. Its grammar, different from English because of its visual-spatial nature, takes advantage of space, movement, handshapes, and facial expression. Learn fingerspelling, introductions, starting conversations, asking questions, and familiarity with the visual environment of ASL. Taught in ASL; no prerequisites.

Course Outcomes:
1. Demonstrate proficiency in basic everyday conversational exchanges.
2. Ask and respond to basic questions in ASL.
3. Demonstrate proficiency in fingerspelling.
4. Initiate simple conversations.
ASL I—Part 2
LAN 080
This is a continuation of ASL—Part 1 and appropriate for those with some basic ASL experience. You will expand your conversation skills and improve your use of fingerspelling. Topics include asking basic need questions, giving and receiving directions, and telling a narrative.

Course Outcomes:
1. Demonstrate proficient communication skills in basic everyday conversational exchanges.
2. Ask and respond to basic needs questions in ASL.
3. Demonstrate facility with fingerspelling.
4. Describe a simple narrative on an everyday topic.

Conversational French for Travelers
LAN 144
This continuing education course is designed for the general public and provides the basics of conversational French for travelers. Topics include: French culture and customs; conversational topics relating to restaurant, hotel and asking for directions; dialogs with emphasis on listening and understanding.

Course Outcomes:
1. Describe French culture and customs.
2. Use conversational phrases and sentences for use in hotel, restaurant and on the street.
3. Use French language for dialoging and listening to conversation.
4. Apply knowledge of the French language to reading signs and basic texts.

Conversational Spanish for Travelers
LAN 146
This continuing education course is designed for the general public and provides ample opportunities to learn and practice Spanish for those interested in travel to Spanish speaking countries. Topics include: vocabulary and expressions used in conversations held at airports, hotels and restaurants; culture and custom of Spanish speaking countries.

Course Outcomes:
1. Communicate fluently in travel related situations.
2. Practice speaking and listening skills.
3. Demonstrate correct usage of vocabulary in Spanish connected to traveling.
4. Manage exposure to customs and traditions in Spanish speaking countries.
Conversational Spanish for Travelers
LAN 157
This continuing education course is designed for the general public and provides ample opportunities to learn and practice Spanish for those interested in travel to Spanish speaking countries. Topics include: vocabulary and expressions used in conversations held at airports, hotels and restaurants; culture and custom of Spanish speaking countries.

**Course Outcomes:**
1. Communicate fluently in travel related situations.
2. Practice speaking and listening skills.
3. Demonstrate correct usage of vocabulary in Spanish connected to traveling..
4. Manage exposure to customs and traditions in Spanish speaking countries.

French I—Part 1
LAN 041
This course is designed as an introduction to spoken French for those with no previous experience in the language. You will learn introductory-level vocabulary and grammar, enabling you to engage in simple, practical everyday communications. Topics include greetings, polite expressions, and exchanging personal information. You will learn to manage exchanges in the present tense.

**Course Outcomes:**
1. Demonstrate proficiency in basic everyday conversational exchanges.
2. Respond to basic questions in French.
3. Communicate basic everyday needs.
4. Manage exchanges in the present tense of regular verbs.
5. Distinguish gender and number, defi

French I—Part 2
LAN 042
This is a continuation of French I—Part 1 or for those with some basic experience. Grammar topics include present tense of regular and irregular verbs, definite and indefinite articles, and gender and number. You will expand your vocabulary as you practice communicating basic needs and responding to questions on everyday topics.

**Course Outcomes:**
1. Demonstrate proficiency in basic everyday conversational exchanges.
2. Respond to basic questions in French.
3. Communicate basic everyday needs.
4. Manage exchanges in the present tense of regular and irregular verbs.
5. Distinguish gender an
### French Brush-Up I

**LAN 088**

If you completed one or two semesters of our program during the school year, or have some basic experience in French this course is appropriate. You can refine skills already learned and get questions answered through fun, dynamic and relaxing conversation and other interactive exercises. This level is not recommended if you have no prior experience with French. No textbook is required for this class: all materials will be provided by the instructor.

**Course Outcomes:**

1. Demonstrate proficiency in basic everyday conversational exchanges.
2. Practice responding to basic questions in French.
3. Communicate basic everyday needs.
4. Manage exchanges in the present tense of regular and irregular

### French Brush-Up II

**LAN 089**

If you have completed one or two years of study this level is appropriate. Participate in fun and relaxing conversation and interactive exercises to keep your skills fresh and review that grammar that you just haven't quite absorbed. No textbook is required for this class; all materials will be provided by the instructor.

**Course Outcomes:**

1. Demonstrate proficiency in expanded conversational exchanges.
2. Practice responding to questions in French with increasing fluency.
3. Manage exchanges using the present, past and "near future" tenses.
4. Demonstrate appr

### French Brush-Up III

**LAN 148**

This continuing education course is designed for the general public and provides ample opportunities to learn and practice French for those with at least 3 to 4 years of study. The class is conducted exclusively in French. Topics include: fluency; correct grammar; oral presentations; reading French content; and identifying unique French and Francophone customs.

**Course Outcomes:**

1. Practice speaking and listening skills.
2. Demonstrate correct usage of vocabulary.
3. Use correct grammar in oral communication.
4. Express through verbal presentation opinions about reading topics.
5. Identify unique French customs.
French Conversation and Grammar Review # 2
LAN 102

Former title: French V--Part 2. You will develop more fluency, practice conversation, review grammar, and increase your vocabulary through short presentations on topics of choice. Read simplified versions of well-known authors’ works and participate in discussions on selected topics. You will be able to communicate proficiently and comfortably, especially for travel.

Course Outcomes:
1. Demonstrate proficient communication in French.
2. Use past, imperfect and future tenses and conditional mode in oral communication;
3. Write with some proficiency on a number of everyday topics;
4. Demonstrate knowledge of F

French Conversation and Grammar Review # 3
LAN 103

Former title: Advanced French I. This course, conducted almost exclusively in French, is designed to increase the fluency of nonnative speakers. You will develop good speech patterns through short oral presentations and class dialogue. Grammar review is an integral part of the course. You will be able to use most verb tenses with ease and identify appropriate use of subjunctive.

Course Outcomes:
1. Demonstrate proficient communication in French on common everyday topics;
2. Use past, imperfect and future tenses and conditional mode in oral communication;
3. Identify appropriate use of the subjunctive
4. Distinguish

French Conversation and Grammar Review # 4
LAN 104

Former title: Advanced French II. This course, conducted exclusively in French, is designed to increase the fluency of nonnative speakers. Emphasis is on improving speech patterns through intensive conversation practice. Grammar review is an integral part of the course. Occasional reading of short stories reinforces grammar and vocabulary.

Course Outcomes:
1. Demonstrate increasingly fluent communication in French on current events and other topics of interest;
2. Use all tenses with ease in oral presentations and conversation;
3. Prepare and present descriptive passages on a number of t
French Conversation and Grammar Review #1

LAN 101

This course is designed to develop your fluency. You will practice conversation and increase your vocabulary. Grammar is reviewed. Read simplified versions of well-known authors' works and participate in short discussions on selected topics. You will be able to use past, imperfect and future tenses and conditionals in oral communication.

Course Outcomes:
1. Demonstrate proficient communication in French.
2. Use past, imperfect and future tenses and conditional mode in oral communication;
3. Write with some proficiency on a number of everyday topics;
4. Demonstrate knowledge of French III—Part 1

French III—Part 1

LAN 045

This course is a continuation of French II part 2. Participants improve in fluency as they engage in practical communications about everyday events in the present and past tenses. Constructions such as ordinal numbers, direct object pronouns, and the formation of the imperfect tense are practiced. French and Francophone cultural topics are discussed.

Course Outcomes:
1. Demonstrate proficiency in expanded conversational exchanges in the present and past tenses.
2. Use direct object pronouns in exchanges.
3. Articulate the appropriate use of affirmative and negative adverbs and pronouns.

French III—Part 2

LAN 046

This course is a continuation of French III part 1. Participants continue to improve in fluency. Topics include leisure activities and vocabulary related to everyday activities. Grammar constructions include the stress pronouns, the imperfect, the "passé composé" contrasted with the imperfect, indirect object pronouns, the two uses of the verbs to know, "savoir" and "connaitre". French and Francophone cultural topics are discussed.

Course Outcomes:
1. Demonstrate proficiency in expanded everyday conversational exchanges.
2. Respond to interrogative constructions that include more advanced grammar.
3. Demonstrate proper use of verbs in the passé composé and imperfect tenses.
4. Use both direc
French II—Part 1
LAN 043

Completion of French I or some basic foundation in French is helpful to succeed at this level. You will be speaking and responding to questions more easily in everyday situations about routines, travel, and planning as you learn descriptive adjectives and the "near future" tense. French and Francophone cultural topics are also discussed.

Course Outcomes:
1. Demonstrate proficiency in expanded conversational exchanges.
2. Respond to questions in French with increasing fluency.
3. Articulate needs on topics of travel.
4. Discuss plans using the "near future" tense.
5. Demonstrate appropriate use of

French II—Part 2
LAN 044

This is a continuation of French II—Part 1 and is for nonnative speakers with some basic foundation in French. You will continue to improve your ability to communicate and feel at ease in everyday situations. French and Francophone cultural topics are also discussed.

Course Outcomes:
1. Demonstrate proficiency in expanded conversational exchanges.
2. Respond to questions in French with increasing fluency.
3. Articulate needs on topics of travel, communication and media.
4. Demonstrate basic competence in the use of past tenses.

French IV—Part 1
LAN 047

This course is a continuation of French III--Part 2 or for nonnative speakers with a good foundation in French. Communication topics include daily routines, banking and finances, and jobs and professions. Grammar constructions include reflexive verbs, relative pronouns, comparing adjectives, and the "futur simple" tense. French and Francophone cultural topics are also discussed.

Course Outcomes:
1. Demonstrate proficiency in bank and finance exchanges.
2. Use vocabulary related to daily routines.
3. Demonstrate appropriate use of relative pronouns.
4. Manage exchanges in the “futur simple” tense.
5. Discuss French cultural topics.
### French IV—Part 2

**LAN 048**

This course is a continuation of French IV—Part I or for nonnative speakers with a good foundation in French. Communication topics include daily routine, questions asked while traveling, preferences, shopping and various information, and dialogues. Grammar reviews include comparison of passé compose and imparfait, pronoun review and irregular verbs in future tense. A variety of topics are discussed in depth. French videos developed for language learners are employed to improve listening skills and oral comprehension. Simplified versions of well-know authors' works are read.

**Course Outcomes:**

1. Demonstrate proficient communication by doing presentations of at least 10 minutes.
2. Use past, imperfect and future tenses.
3. Write with some proficiency on a number of everyday topics
4. Demonstrate knowledge of Fre

### German III—Part 1

**LAN 058**

This is a continuation of German II—Part 2. Students will use previously acquired skills to communicate and respond to requests and wishes. Students will expand and improve their vocabulary and fluency through text work, discussions, and listening comprehension practice. Grammar focus is on idiomatic expressions (es gibt, da-compounds) and subjunctive forms. Topics: family, friends, activities, health, concrete and abstract concepts such as generation differences, and the environment.

**Course Outcomes:**

1. Communicate on topics such as travel and fashion.
2. Demonstrate proficiency in expanded conversational exchanges.
3. Demonstrate oral competency in discussion of intergenerational and environmental issues.
4. Distinguish the difference between past tenses in conversation and narrative.

### German III—Part 2

**LAN 059**

This course is a continuation of German III part 1. Participants continue to improve in fluency as they engage in topics such as the media, family, "Heimat" (homeland) and multicultural issues (guest workers and foreign languages). Grammar focuses on subjunctive forms (regular and irregular), construction of main and secondary clauses (conditional), past perfect and participial constructions (adjectival usage).

**Course Outcomes:**

1. Demonstrate proficiency at extended narrative description.
2. Discuss multicultural issues.
3. Narrate and write stories using the narrative past tense.
4. Demonstrate appropriate use of the comparative forms.
German II—Part 1
LAN 056
This course is appropriate for non-native speakers with some basic foundation in German. Participants begin to engage in practical communications about topics such as living arrangements, travel, descriptions and short narratives. Grammar focus is on adjectives and adjective endings, declensions of pronouns, use of indirect and direct objects and introduction to the present perfect tense. Cultural topics of German speaking nations are discussed.

Course Outcomes:
1. Demonstrate proficiency in expanded conversational exchanges.
2. Ask and respond to questions in German with increasing competence.
3. Articulate needs on topics such as travel.
4. Manage exchanges in the conversational past (present perfect).

German II—Part 2
LAN 057
This continuing education course is designed for those who have some basic proficiency in German and/or have completed German II, Part I. It provides instruction in communication areas such as specific travel arrangements, daily shopping needs and descriptive narratives of a place. Topics include: Grammar focus; reflexive verbs; imperative; Cultural topics of German speaking nations.

Course Outcomes:
1. Demonstrate proficiency in expanded conversational exchanges.
2. Ask and respond to questions in German with increasing competence.
3. Articulate needs on topics such as travel arrangements and directions.
4. Demonstrate appropriate use of comparative forms.
5. Manage basic use of the imperative and identify appropriate use of reflexives.

German I—Part 1
LAN 054
This course is an introduction to spoken German. You will learn introductory-level vocabulary and grammar so that you can begin to engage in practical everyday communications. Topics include greetings, polite expressions, asking and answering questions and exchanging personal information. The present tense is introduced.

Course Outcomes:
1. Demonstrate proficiency in basic everyday conversational exchanges.
2. Respond to basic questions in German.
3. Communicate basic everyday and travel needs.
4. Manage exchanges in the present tense.
5. Recognize gender and number, definite and
German I—Part 2
LAN 055
This course is a continuation of German I part 1. Participants continue to practice introductory level vocabulary and grammar, enabling them to begin to engage in practical everyday communications. Topics may include asking for directions, ordering food, polite expressions and exchanging personal information in informal and formal situations. Cultural topics of German speaking nations are discussed.

Course Outcomes:
1. Demonstrate proficiency in everyday conversational exchanges.
2. Respond to questions in German.
3. Communicate basic everyday needs.
4. Manage exchanges in the present tense.
5. Apply two-part verbs, modal verbs and some possessive adjectives.

German IV—Part 1
LAN 060
This continuing education course is designed for advanced speakers of German and provides more indepth study of the German language. Topics include: grammar including subjunctive form, participle and substantive adjectives, adverbial sentence connectors, reciprocal verbs and relative pronouns; and German culture and literature.

Course Outcomes:
1. Describe household electronics and explain their function.
2. Read newspaper articles and follow newscasts.
3. Describe family relationships and traditional celebrations.
4. Note textual variation (formal and informal).

Hebrew I—Part 1
LAN 150
This continuing education course is designed for the general public and provides opportunity to learn and practice Hebrew for those with no Hebrew language experience. Topics include: the writing system, greetings, polite expressions, asking and answering questions, and exchanging personal information, the present tense; and Cultural topics.

Course Outcomes:
1. Demonstrate proficiency in basic everyday conversational exchanges.
2. Respond to basic questions in Hebrew.
3. Communicate basic everyday needs.
4. Manage exchanges in the present tense of regular verbs.
5. Write basic words in Hebrew alphabet.
Introduction to Farsi
LAN 093
This course is an introduction to spoken Farsi. You will learn the writing system, basic conversational patterns, and grammar so that you can begin to engage in practical everyday communications. Topics include greetings, polite expressions, asking and answering questions, and exchanging personal information. The present, past, and future tenses will be practiced. Persian cultural topics will be introduced.

Course Outcomes:
1. Demonstrate proficiency in basic everyday conversational exchanges.
2. Communicate basic everyday needs.
3. Demonstrate basic understanding of past, present and future tenses.
4. Write basic words in Arabic alphabet.

Introduction to Farsi—Part 2
LAN 098
This course, a continuation of Introduction to Farsi, is designed to increase the fluency and accuracy of non-native speakers. Emphasis is on using speech patterns through communicative and interactive conversation practice. Grammar review and reading simple texts on various Persian cultural topics, customs, and traditions constitute the integral parts of the course.

Course Outcomes:
1. Demonstrate proficiency in basic everyday conversational exchanges.
2. Recognize and respond to basic questions in Farsi.
3. Demonstrate proficiency in simple conversational exchanges.
4. Demonstrate an understanding of basic needs.

Italian III—Part 1
LAN 076
This course is designed as a continuation of Italian II—Part 2. Participants improve in fluency as they engage in practical communications about everyday events and weather. Grammar focus is on past and imperfect tenses. Constructions such as negative expressions, personal pronouns, irregular preterits, and the formation of adverbs are practiced. Italian cultural topics are discussed.

Course Outcomes:
1. Demonstrate proficiency in expanded conversational exchanges in the present and past tenses.
2. Identify the proper use of past regular and irregular verbs.
3. Articulate the appropriate use of reflexive and possessives.
## Italian II—Part 1

**LAN 074**

This level is appropriate if you have the equivalent of one year of study or a basic foundation in Italian. Your competency increases as you learn about everyday topics such as travel, routine plans, and weather. Study direct object pronouns and contrast the verbs "essere" and "stare."

**Course Outcomes:**

1. Demonstrate proficiency in expanded conversational exchanges.
2. Respond to questions in Italian with increasing fluency.
3. Articulate needs on topics of travel and planning.
4. Manage exchanges using ‘essere’ and ‘stare’.
5. Demonstrate appr

## Italian II—Part 2

**LAN 075**

This course is a continuation of Italian I Part 1 and is appropriate for non-native speakers with some basic foundation in Italian. Participants practice everyday communications about topics such as making plans, expressing preferences, discussing past events and expressing probability. Grammar focuses on the conditional, relative pronouns, indirect pronouns, constructions with the verb piacere. Italian cultural topics are discussed.

**Course Outcomes:**

1. Demonstrate increasing proficiency in expanded conversational exchanges.
2. Respond to questions in Italian with increasing fluency.
3. Articulate needs on topics of travel and planning.
4. Manage exchanges using conditionals.
5. Demonstrate a

## Italian I—Part 1

**LAN 072**

This is an introduction to Italian for those with no previous experience. You will learn practical everyday vocabulary and will quickly be able to use the language in basic day-to-day real-life situations. Topics include greetings, polite expressions, exchanging personal information, and time as you practice the present tense. Italian cultural topics are introduced.

**Course Outcomes:**

1. Demonstrate proficiency in basic everyday conversational exchanges.
2. Respond to basic questions in Italian.
3. Communicate basic everyday needs.
4. Manage exchanges in the present tense of regular and irregular verbs.
5. Distinguish gender a
Italian I—Part 2
LAN 073

This course is a continuation of Italian I part 1. Participants continue to practice introductory level vocabulary and grammar, enabling them to engage in basic everyday communications. Topics include greetings, days of the week, months and seasons of the year, telling time, numbers, counting, polite expressions and exchanging personal information. Grammar focus is on past tense, reflexive verbs, and the imperative. Italian cultural topics are discussed.

Course Outcomes:
1. Demonstrate proficiency in basic everyday conversational exchanges.
2. Respond to basic questions in Italian.
3. Communicate basic everyday needs.
4. Manage exchanges in the present and past tenses.
5. Demonstrate proper use of the imperative.

Just Enough Italian
LAN 087

This is a beginning course for anyone who has no experience with Italian and wants a quick introduction. You'll learn conversational exchanges. Textbook is available through the Rockville Campus Bookstore: Italian for Dummies, ISBN#0-7645-5196-5.

Course Outcomes:
1. Demonstrate proficiency in basic everyday conversational exchanges.
2. Practice and respond to basic questions in Italian.
3. Communicate basic everyday needs.
4. Manage exchanges in the present tense of regular verbs.

Just Enough Italian
LAN 155

This continuing course designed for general public with no experience in Italian and want a basic introduction. Topics include: pronunciation, basic grammar, vocabulary and expressions used in every day conversations.

Course Outcomes:
1. Demonstrate proficiency in basic everyday conversational exchanges.
2. Practice and respond to basic questions in Italian.
3. Communicate basic everyday needs.
4. Manage exchanges in the present tense of regular verbs.
Montgomery College, Workforce Development & Continuing Education
Noncredit Course Descriptions and Outcomes
Community Education

Just Enough Mandarin
LAN 165
This continuing education course is designed for the general public who have no experience with Mandarin and want a basic introduction. Topics include pronunciation, basic grammar, vocabulary, and expressions used in easy conversations.

Course Outcomes:
Demonstrate proficiency in very basic everyday conversational exchanges.
Use the Pinyin system to pronounce Chinese characters.
Interpret basic question in Chinese.
Communicate basic everyday needs.
Manage exchanges in the present tense.

Just Enough Spanish
LAN 151
This continuing education course is designed for the general public who have no experience with Spanish and want a basic introduction. Topics include pronunciation, basic grammar, vocabulary, and expressions used in easy conversations.

Course Outcomes:
1. Demonstrate proficiency in very basic everyday conversational exchanges.
2. Interpret basic questions in Spanish.
3. Communicate basic everyday needs.
4. Manage exchanges in the present tense of regular verbs.

Just Enough Spanish
LAN 084
This is a beginning course for anyone who has no experience with Spanish and wants a quick introduction. You'll learn pronunciation, basic grammar in the present tense and vocabulary—just enough to get you started in everyday conversational exchanges. Textbook is available through the Rockville Campus Bookstore: Learn Spanish the Fast & Fun Way, ISBN#0-7641-2550-8.

Course Outcomes:
1. Demonstrate proficiency in very basic everyday conversational exchanges.
2. Interpret basic questions in Spanish.
3. Communicate basic everyday needs.
4. Manage exchanges in the present tense of regular verbs.
Just Enough Spanish—Part 2  
LAN 097

This is a continuation of Just Enough Spanish, LAN084. This course is designed for students who have a little life experience or study in basic Spanish. Students will continue to practice the sound system, and learn basic vocabulary and grammar in the present tense.

**Course Outcomes:**

1. Demonstrate proficiency in basic everyday exchanges
2. Recognize and respond to basic questions in Spanish
3. Communicate basic everyday needs and routines
4. Manage conversational exchanges in the present tense of regular verbs.

Korean I—Part 1  
LAN 134

This course is an introduction to spoken Korean. Participants learn the Korean alphabet, introductory level vocabulary and grammar, enabling them to begin to engage in practical everyday communications. Topics may include greetings, time, numbers, days and months of the year, polite expressions and exchanging personal information. Korean cultural topics will also be introduced.

**Course Outcomes:**

1. Read the Korean alphabet and sound out any Korean word
2. Communicate basic information in the present tense
3. Demonstrate understanding of the two numbering systems used in Korean
4. Write basic vocabulary and sentences using the Korean alphabet

Korean I—Part 2  
LAN 137

This is the second level course of spoken and written Korean. Participants will reinforce what they learned in the introductory class. In addition, they will learn command forms, past tense, future tense, honorific greetings. They will build their vocabulary involving colors and weather. They will be able to form sentences with adjectives (descriptive verbs) and adverbs.

**Course Outcomes:**

1. Communicate in present, past and future tenses.
2. Demonstrate basic understanding of the honorific forms of verbs.
3. Demonstrate the ability to read the orthography of Korean.
4. Form sentences using adjectives and adverbs.
5. Talk about weather and other basic routine situations.
Mandarin Brush-Up I  
LAN 133

This course is designed for people who have completed one or two semesters of academic study or have some basic experience in Mandarin. Participants receive grammar review and refine communication skills through fun and varied dynamic conversational and other interactive exercises. Topics may include polite expressions, exchanging personal information and some of the most frequently used Chinese characters. Chinese cultural topics such as customs, movies, and historic places are discussed.

**Course Outcomes:**

- Demonstrate proficiency in managing basic everyday conversational exchanges.
- Recognize and respond to basic questions in Mandarin.
- Use 40 new Chinese characters.
- Master Hanyu Pinyin-finals, initials and associated tones.

Mandarin III—Part 1  
LAN 117

This course is the continuation of Mandarin II, Part 2. Emphasis is on speaking and improving conversation skills. Participants will practice speaking at length and participating in discussions, transitioning from using simple sentences to more complex structured phrases. At the end of the course, students should feel at ease talking about daily issues such as shopping, eating, introducing a friend, making a phone call, etc.

**Course Outcomes:**

1. Demonstrate ability to engage a native speaker in everyday conversational topics
2. Discuss daily routines and activities
3. Describe similarities and differences
4. Demonstrate the ability to connect ideas with 'although', 'yet', 'also'

Mandarin III—Part 2  
LAN 141

This course is the continuation of Mandarin III—Part 1. Emphasis is on speaking and improving conversation skills. Participants will practice speaking at length and participating in discussions, transitioning from using basic sentences to advanced structured phrases. At the end of the course, students should feel at ease talking about daily issues, such as weather, seeing a doctor, booking a ticket, reply an email, etc.

**Course Outcomes:**

1. Demonstrate the ability to engage a native speaker in everyday conversational topics.
2. Discuss daily routines and activities.
3. Apply Chinese proverbs and idioms in related everyday topics.
4. Demonstrate the ability to connect ideas with ‘in order to’, ‘none can surpass’, ‘How...it is!’
Mandarin II—Part 1
LAN 100
This course is a continuation of Mandarin 1-Part 2. It will enable you to satisfy courtesy requirements and maintain basic conversations on familiar topics. Topics include exchanging greetings, personal biographic information, describing daily activities, shopping, and formulating and responding to questions. Basic structure of Chinese characters will be introduced and Chinese cultural topics will be discussed.

**Course Outcomes:**
1. Demonstrate proficiency in basic conversational exchanges;
2. Formulate and respond to questions;
3. Communicate basic everyday needs;
4. Manage exchanges about family, weather, hobbies, sports, directions, shopping, eating a

Mandarin II—Part 2
LAN 114
This course is a continuation of Mandarin II Part 1. Participants will be able to satisfy courtesy requirements and engage in basic conversations about familiar topics. Topics include: biographical information, hobbies, weather, directions, shopping, food, telephoning, visiting friends and making appointments. Basic structure of Chinese characters will be practiced. Chinese cultural topics will be discussed.

**Course Outcomes:**
1. Demonstrate ability to maintain basic face-to-face conversation with native speakers.
2. Initiate questions.
3. Demonstrate an ability to place food orders.
4. Demonstrate ability to ask for directions.

Mandarin I—Part 1
LAN 065
This is a stress-free introduction to Mandarin, the principal dialect of Chinese spoken around Beijing. You will learn introductory-level vocabulary and grammar, and begin to engage in practical everyday communications. Learn greetings, polite expressions, exchanging personal information, and how to read simple signs using the basic 100 characters. Chinese cultural topics will be introduced.

**Course Outcomes:**
1. Demonstrate proficiency in basic conversational exchanges in travel situations.
2. Respond to basic questions in Mandarin.
3. Communicate basic everyday needs.
4. Read simple signs, such as at hotels, train stations, airports.
5. Read 100 char
### Mandarin I—Part 2  
**LAN 066**

This course is a continuation of Mandarin I part 1. It will enable participants to engage in simple, practical everyday communications. Topics will include greetings, describing daily activities, numbers and counting, money exchange, responding to questions and describing personal information. Chinese cultural topics will be discussed.

**Course Outcomes:**
1. Demonstrate proficiency in basic conversational exchanges.
2. Respond to basic questions in Mandarin.
3. Communicate basic everyday needs.
4. Manage exchanges about family, friends, daily activities.
5. Read 200 characters.
6. Demonstrate proficiency in basic conversational exchanges.

### Mandarin IV—Part 1  
**LAN 154**

This continuing education course is designed for those with 3-4 years of study and provides for more development of communicative competence and language proficiency. Topics include; listening, speaking, reading and writing, and Cultural issues.

**Course Outcomes:**
1. Discuss daily conversational topics with accurate pronunciation and intonation.
2. Express daily routines and activities using a wide range of vocabulary and grammar.
3. Demonstrate knowledge and understanding of Chinese culture.

### Mandarin IV—Part 2  
**LAN 163**

This continuing education course is designed for those with 3-4 years of study and provides for more development of communicative competence. Topics include: listening, speaking, reading and writing and cultural issues.

**Course Outcomes:**
1. Discuss daily conversational topics with accurate pronunciation and intonation.
2. Express daily routines and activities using a wide range of vocabulary and grammar.
3. Demonstrate knowledge and understanding of Chinese culture.
Portuguese III Part 2
LAN 160
This continuing education course is designed for intermediate to advanced students of Brazilian Portuguese and provides for more development of language proficiency. Topics include: grammar, past and future subjunctive, direct and indirect object pronouns and Brazilian literature and culture.

Course Outcomes:
1. Construct sentences using present, preterite, imperfect and future subjunctive tenses.
2. Use idiomatic expressions commonly used in everyday language.
3. Demonstrate ability to comprehend spoken and basic written Portuguese.
4. Write and present an oral report on a relevant cultural topic, using advanced grammatical structures.

Portuguese III—Part 1
LAN 143
This continuing education course is designed for intermediate to advanced students of Brazilian Portuguese. Topics include: grammar, past and future subjunctive, direct and indirect object pronouns, new idiomatic expressions and Brazilian culture and literature.

Course Outcomes:
1. Construct sentences using present, preterite, imperfect tenses and the present, past and future subjunctive.
2. Use idiomatic expressions commonly used in everyday language.
3. Demonstrate ability to comprehend spoken and basic written Portuguese.
4. Write and present an oral report on a relevant cultural topic, using more advanced grammatical structures.

Portuguese II—Part 1
LAN 116
A continuation of Portuguese 1, Part 2, this level is appropriate for those who have completed a year of study or have equivalent life experience in Brazilian Portuguese. The imperfect tense is introduced as well as new vocabulary and idiomatic expressions. The focus is on everyday language with an emphasis on developing conversation and comprehension skills in a variety of situations. Cultural topics such as music, Carnaval, Brazilian history, and geography are introduced.

Course Outcomes:
1. Construct sentences using present, preterite and imperfect tenses
2. Use common expressions and idioms in everyday situations
3. Demonstrate ability to comprehend spoken Portuguese
4. Write on the sentence level using simple grammatical structures
Portuguese II—Part 2
LAN 136
This level is appropriate for those who have one to two years of study or equivalent life experience in Brazilian Portuguese. Participants will improve fluency in conversation. New vocabulary and idiomatic expressions will be introduced in the context of cultural topics and everyday situations. Grammar study includes the preterite of regular and irregular verbs and the introduction of the subjunctive. Reading comprehension skills will be emphasized at this level as we introduce texts and short stories by contemporary Brazilian authors.

Course Outcomes:
1. Construct sentences using present, preterite, imperfect tenses and the present subjunctive.
2. Use idiomatic expressions commonly used today.
3. Develop oral and reading comprehension skills, through the reading of texts.
4. Demonstrate ability to comprehend spoken and basic written Portuguese.
5. Write on the sentence level, using more advanced grammatical structures.

Portuguese I—Part 1
LAN 108
This course is an introduction to Portuguese, as spoken by Brazilians. You will learn basic grammar and vocabulary, enabling you to begin to engage in practical everyday communications. Topics include greetings and introductions, professions, family, telling time, numbers, days of the week, seasons of the year and the weather. You will learn the present tense of 'ser' and 'estar', and other regular verbs. Selected Brazilian cultural topics are introduced.

Course Outcomes:
1. Distinguish and reproduce sounds in Brazilian Portuguese.
2. Recognize and respond to basic questions.
3. Construct questions typical of basic communication interactions.
4. Demonstrate proficiency using the present and past.

Portuguese I—Part 2
LAN 113
This course is designed as a continuation of Portuguese I—Part 1. Participants continue to practice introductory level vocabulary and grammar enabling them to engage in practical everyday communications. Topics include sending an e-mail, going to a party, buying food, ordering in a restaurant and going to the bank. Students learn to exchange personal information and converse in a variety of situations. Brazilian cultural topics are discussed in the context of dialogues and textbook exercises.

Course Outcomes:
1. Demonstrate proficiency in basic everyday conversational exchanges;
2. Respond to basic questions in Portuguese;
3. Communicate basic everyday needs;
4. Manage exchanges in the present tense of regular and irregular verbs.
Russian III—Part 1
LAN 095

This course is a continuation of Russian II part 2 and is appropriate for nonnative speakers with a good foundation in Russian. Participants continue to increase their fluency as they enrich their vocabulary, thus expanding the range of situations in which they can communicate. Grammar study focuses on the conjugation of plural nouns and personal pronouns in all the cases. Begin reading simplified versions of Russian classical literature. Russian traditions, holidays, traditional foods, and music are discussed.

Course Outcomes:
1. Demonstrate proficiency in expanded conversational exchanges.
2. Communicate with increasing fluency by asking and answering questions.
3. Demonstrate an understanding of simplified versions of classical literature.
4. Demonstrate appropriate usage of plural nouns and personal pronouns in all cases.

Russian II—Part 1
LAN 069

If you have one year of Russian study or some basic foundation in Russian, this is the appropriate course for you. You will begin to engage with more ease in practical communications. Grammar focus is on plural nouns, pronouns, and adjectives, and continuing practice with present, past, and future tenses.

Course Outcomes:
1. Demonstrate proficiency in expanded conversational exchanges.
2. Respond to basic questions in Russian with increasing fluency.
3. Read simple newspaper articles.
4. Identify proper conjugations of past, present and future verbs.

Russian II—Part 2
LAN 070

This course is a continuation of Russian II—Part 1 and is appropriate for nonnative speakers with some basic foundation in Russian. Participants continue to increase their fluency as they expand the range of situations in which they can communicate. Grammar constructions include past participles and conditional clauses. Russian cultural topics are discussed.

Course Outcomes:
1. Demonstrate proficiency in expanded conversational exchanges.
2. Communicate with increased fluency.
3. Review simple newspaper articles.
4. Demonstrate knowledge of past participles
5. Express conditional concepts.
Russian I—Part 1
LAN 067
This is a practical introduction to Russian. Learn introductory-level vocabulary and grammar so that you can begin to use the language immediately in basic everyday situations. Topics include greetings, polite expressions, and discussing everyday family and work life. Grammar topics include present and future tenses. Russian cultural topics are introduced.

**Course Outcomes:**
1. Demonstrate proficiency in basic everyday conversational exchanges.
2. Respond to basic questions in Russian.
3. Communicate basic everyday needs.
4. Print the Cyrillic alphabet and some basic words.
5. Distinguish gender of nouns.
6. Identify

Russian I—Part 2
LAN 068
This course is a continuation of Russian I part 1. Participants learn introductory level vocabulary and grammar, enabling them to begin to engage in practical everyday communications. Topics include meals/food, making reservations, scheduling events, weather, hobbies and shopping. Grammar constructions include pronouns, numerals, present and past tenses. Russian cultural topics are discussed.

**Course Outcomes:**
1. Demonstrate proficiency in basic everyday conversational exchanges.
2. Respond to basic questions in Russian.
3. Communicate basic needs on topics such as ordering food, making schedules, shopping.
4. Read window signs and basic announcements.

Spanish Brush-Up I
LAN 085
If you completed one or two semesters of our program during the school year or have some basic experience in Spanish this course is appropriate. You can refine skills already learned and get questions answered through fun, dynamic and relaxing conversation and other interactive exercises. This level is not recommended if you have no prior experience with Spanish. No textbook is required for this class; all materials will be provided by the instructor.

**Course Outcomes:**
1. Demonstrate proficiency in basic everyday conversational exchanges.
2. Communicate basic everyday needs.
3. Compose basic questions in Spanish.
4. Manage exchanges in the present tense of regular and irregular verbs.
Spanish Brush-Up II

LAN 086

If you have completed one or two years of study this level is appropriate. Participate in fun and relaxing conversation and interactive exercises to keep your skills fresh and review that grammar that you just haven't quite absorbed. No textbook is required for this class; all materials will be provided by the instructor.

Course Outcomes:
1. Demonstrate proficiency in expanded conversational exchanges.
2. Interpret questions in Spanish with increasing fluency.
3. Manage exchanges in the past tense.
4. Manage exchanges using constructions with 'gustar'.

Spanish Brush-Up III

LAN 111

If you have completed at least 3-4 years of study and have some degree of comfort and fluency in Spanish this level is appropriate. Class is conducted exclusively in Spanish. Participate in fun and relaxing conversation and interactive exercises to keep your skills fresh. Grammar is reviewed as needed or requested by participants. No textbook is required for this class; all materials will be provided by the instructor.

Course Outcomes:
1. Demonstrate fluent communication in Spanish;
2. Use correct grammar in oral communication;
3. Demonstrate ability to read media articles and express opinions about topics explored.
4. Identify unique Spanish and Hispanic cust

Spanish Conversation and Grammar Review—Part 1

LAN 017

This is the first of a three-part sequence for nonnative speakers who have a foundation in all the basic grammar. Conversation practice and reading help to develop your vocabulary. Grammar review is an integral part of the course. Readings include simplified versions of novels and articles on various topics. You will be encouraged to write compositions on self-selected topics.

Course Outcomes:
1. Read and articulate their understanding of the topic(s) of the reading.
2. Engage in longer conversational exchanges and discussions.
3. Demonstrate competent use of most grammar structures.
4. Write a one-page composition.
Spanish Conversation and Grammar Review—Part 2
LAN 018
This is intended as a continuation of Part 1. Nonnative speakers of Spanish who have a foundation in all the basic grammar and have some fluency in Spanish will benefit from this level. Fluency is improved through conversation practice and extended discussions. Reading further develops vocabulary. Grammar review is an integral part of the course. Readings include simplified versions of novels and articles on history, culture, current events, etc. Students are invited to write compositions on self-selected topics.

Course Outcomes:
1. Read and articulate their understanding of the topic(s) of the reading.
2. Prepare a topic for, and lead a classroom discussion.
3. Engage in more extensive conversation and discussion.
4. Demonstrate competent use of grammar structures.

Spanish Conversation and Grammar Review—Part 3
LAN 019
This is the final course of a three-part sequence. Grammar review is guided by the needs of the participants. Fluency is improved through extended discussion. The demands of the reading selections will noticeably expand your vocabulary. Reading topics include literature, the environment, and critical review of novels, current events, etc. You will be encouraged to write compositions on self-selected topics.

Course Outcomes:
1. Read and articulate their understanding of the topic(s) of the reading.
2. Prepare a topic for, and lead a classroom discussion.
3. Communicate with fluency in extended conversation and discussion.
4. Demonstrate competent use of grammar structures.

Spanish Conversation and Grammar Review—Part 4
LAN 153
This continuing education course is designed to increase the fluency of advanced speakers of Spanish. Topics include improving speech patterns, grammar review, and vocabulary expansion.

Course Outcomes:
1. Communicate their understanding of a cultural, literary, or current event.
2. Prepare a one to two page composition on a self-selected topic.
3. Demonstrate competent use of grammar structures in conversation and writing.
4. Discuss a topic of their choice with fluency.
5. Use all tenses with ease in conversation and oral presentations.
Spanish for Healthcare Professionals—Part 1
LAN 007

A practical course for anyone in the medical/health care field. A little prior study or life experience with Spanish is helpful. Basic grammar and medical/technical vocabulary is practiced in context so that you can quickly begin to engage in practical dialogues with clients. The goal is to develop communication skills within the context of the health care field.

Course Outcomes:

1. Demonstrate proficiency in basic exchanges between client and healthcare provider.
2. Ask basic questions about personal information common to a healthcare interview situation.
3. Manage exchanges in the present tense and the near future "to be go

Spanish III—Part 1
LAN 013

You are gaining some competency in Spanish at this level. You will practice communications about everyday events in the present and past tenses. Grammar study focuses on reflexives, possessives and irregular preterites, and the use of "por" and "para." Hispanic and Spanish cultural topics are discussed.

Course Outcomes:

1. Demonstrate proficiency in expanded conversational exchanges in the present and past tenses.
2. Identify the proper use of "por" and "para'.
3. Articulate the appropriate use of reflexive and possessive pronouns.

Spanish III—Part 2
LAN 014

This is a continuation of Spanish III—Part 1. You will gain proficiency in expanded conversational exchanges. Topics include leisure activities and vocabulary related to routine activities. Grammar constructions include "hace," the preterite contrasted with the imperfect subjunctive with verbs of volition and emotion. Hispanic and Spanish cultural topics are discussed.

Course Outcomes:

1. Demonstrate proficiency in expanded everyday conversational exchanges.
2. Respond to interrogative constructions that include more advanced grammar.
3. Demonstrate proper use of verbs that change meaning in the preterit tense.
4. Manage basic ex
Spanish II—Part 1
LAN 011
Completion of Spanish I or equivalent study or communication experience is helpful to succeed at this level. You will be speaking and responding to questions more easily in everyday situations about routines, travel, and planning as you learn "ser" and "estar," as well as descriptive and limiting adjectives. Hispanic and Spanish cultural topics are discussed.

Course Outcomes:
1. Demonstrate proficiency in expanded conversational exchanges.
2. Respond to questions in Spanish with increasing fluency.
3. Articulate needs on topics of travel and planning.
4. Manage exchanges using ‘ser’ and ‘estar’.
5. Demonstrate appropr

Spanish II—Part 2
LAN 012
This is a continuation of Spanish II—Part 1. You will improve your fluency as you practice articulating needs about topics such as travel, eating out, and managing money exchanges. Grammar study includes use of "gustar," time expressions with "hacer," and the preterite of regular and irregular verbs. Hispanic and Spanish cultural topics are discussed.

Course Outcomes:
1. Demonstrate proficiency in expanded conversational exchanges.
2. Respond to questions in Spanish with increasing fluency.
3. Articulate needs on topics of travel, restaurant vocabulary and money exchanges.
4. Manage exchanges using constructions

Spanish I—Part 1
LAN 009
This course is an introduction to spoken Spanish. You will learn introductory-level vocabulary and grammar so that you can begin to engage in practical everyday communications. Topics include greetings, polite expressions, asking and answering questions, and exchanging personal information. The present tense of regular verbs is introduced.

Course Outcomes:
1. Demonstrate proficiency in basic everyday conversational exchanges.
2. Respond to basic questions in Spanish.
3. Communicate basic everyday needs.
4. Manage exchanges in the present tense of regular verbs.
5. Distinguish gender and number, def
Spanish I—Part 2
LAN 010
This is a continuation of Spanish I--Part 1 or appropriate for those with some basic experience. Grammar topics include present tense of regular and irregular verbs, definite and indefinite articles, and gender and number. You will expand your vocabulary as you practice communicating basic needs and responding to questions on everyday topics.

**Course Outcomes:**
1. Demonstrate proficiency in basic everyday conversational exchanges.
2. Respond to basic questions in Spanish.
3. Communicate basic everyday needs.
4. Manage exchanges in the present tense of regular and irregular verbs.
5. Distinguish gender a

Spanish IV—Part 1
LAN 015
This course is for nonnative speakers with a good foundation in Spanish. Communication focus is on asking and understanding directions, housing needs, and expressing emotions. Grammar focus is on further practice with the subjunctive to express doubt, disbelief, and denial, as well as appropriate use of command forms. Hispanic and Spanish cultural topics are discussed.

**Course Outcomes:**
1. Demonstrate proficiency in asking for and giving directions.
2. Use vocabulary related to housing needs.
3. Demonstrate appropriate use of "Ud.", "Uds." and "tu".
4. Manage exchanges in the subjunctive to express doubt, disbelief, denial and non

Spanish IV—Part 2
LAN 016
This course is a continuation of Spanish IV part 1 or for nonnative speakers with a good foundation in Spanish. Participants continue to improve in fluency. Topics include shopping and weekend plans and vocabulary related grocery and clothing shopping. Grammar constructions include the use of the subjunctive or the indicative after certain conjunctions, past participles, present perfect and past perfect tenses, constructions with "se". Hispanic and Spanish cultural topics are discussed.

**Course Outcomes:**
1. Distinguish when to use the subjunctive or the indicative after certain conjunctions.
2. Use vocabulary related to shopping.
3. Demonstrate appropriate use of first person plural commands.
4. Demonstrate increasing fluency in more extended conv
## Spanish Reading Comprehension—Part 1

**LAN 156**

This continuing education course is designed for non native speakers of Spanish with intermediate level language proficiency, and provides instruction on specific reading strategies for learners of Spanish as a foreign language. Topics include: Identification of cognates in reading, using inference based on text clues and background knowledge to support comprehension, and identifying main ideas and details to improve understanding.

**Course Outcomes:**

1. Identify cognates in English and Spanish in text.
2. Infer text content based on title, pictures and captions.
3. Use background knowledge to support reading comprehension.
4. Identify connectors, key phrases, and to better comprehend passages.
5. Identify main idea and supporting details in reading.

## Spanish Special Topics & Conversation: Intensive Verb Review

**LAN 166**

This continuing education course is designed for advanced Spanish students who have completed at least 3 years of study and provides targeted instruction on review of verbs and tenses. Topics include: Spanish conversation for advanced students; learning different verb tenses and when to use them; utilizing correct grammatical cases when speaking; and reading, writing and presenting to peers on a given topic.

**Course Outcomes:**

1. Understand how and when to use different verb tenses.
2. Use Spanish grammar more proficiently.
3. Demonstrate becoming more fluent in Spanish.
4. Demonstrate an increase in Spanish comprehension.

## Spanish Special Topics: Idiomatic Expressions

**LAN 164**

This continuing education course is designed for the general public who have an intermediate level of proficiency and want a better understanding of idioms and colloquialisms. Topics include: Spanish idomatic expressions, context uses of idomatic expressions, practical uses and idomatic expressions in everyday conversation.

**Course Outcomes:**

1. Communicate in Spanish using basic idiomatic expressions.
2. Use Spanish domatic expressions in everyday conversational exchanges.
3. Distinguish between Spanish idiomatic expressions and colloquialisms.
4. Understand the contextual uses of Spanish idiomatic expressions.
5. Write a brief composition using Spanish idiomatic expressions.
Spanish Special Topics: Intensive Verb Review

LAN 147

This continuing education course is designed for advanced Spanish students who have completed at least 3 years of study and provides targeted instruction on review of verbs and tenses. Topics include: Spanish conversation for advanced students; learning different verb tenses and when to use them; utilizing correct grammatical cases when speaking; and reading, writing and presenting to peers on a given topic.

Course Outcomes:

1. Understand how and when to use different verb tenses.
2. Use Spanish grammar more proficiently.
3. Demonstrate becoming more fluent in Spanish.
4. Demonstrate an increase in Spanish comprehension.
Introduction to World Literature I
LIT 016

This continuing education course is designed for the general public and provides an opportunity to explore the drama, poetry, fiction, and other prose forms from the Ancient World, the Middle Ages, and the Renaissance with an emphasis on appreciation of literature as an expression of the human spirit. Topics include: how ethnic origin and historical background shaped World Literature; the different literary periods and major world writers; various literary forms and styles of expression; and analyzing, interpreting, and evaluating literature.

Course Outcomes:
1. Demonstrate an understanding of the literature of the Ancient World, the Middle Ages, and the Renaissance.
2. Demonstrate how ethnic origin and historical background shaped World Literature.
3. Discuss the different literary periods and major World writers.
4. Demonstrate an understanding of a variety of literary forms and styles of expression.
5. Analyze, interpret, and evaluate literature.

Presidential Seminar: Conversations of Consequence
LIT 023

In this noncredit course, students will study various historical speeches by US Presidents and their impact on American society and history. Topics to include: speeches that changed history; speeches that inspired the nation or sent it to war; and speeches that made or broke a presidency.

Course Outcomes:
1. Identify Presidential speeches that inspired a nation.
2. Recognize the impact of presidential speeches on American society and history.
3. Name Presidential speeches that have made or broken a presidency.

The Short Story
LIT 005

This continuing education course is designed for the general public and provides a study of the short story in world literature with emphasis on the literary form. Topics include: literary analysis of short stories from a variety of critical perspectives; the basic elements of fiction as they appear in short stories; and analyses of the content, structure, and literary techniques.

Course Outcomes:
1. Develop an understanding of the basic elements of fiction as they appear in short stories.
2. Analyze content, structure, and literature techniques used.
3. Develop skills in analyzing short stories.
LLI  Lifelong Learning Institute

Lifelong Learning Institute is committed to creating and fostering a variety of intellectually stimulating opportunities for Montgomery County residents age 50 and over. For more information visit:
http://cms.montgomerycollege.edu/wdce/ce/lifelonglearning
http://cms.montgomerycollege.edu/wdce/ce/lifelonglearning.html

"West Side Story": The Making of an American Icon

LLI 715

This continuing education course is designed for the general public and provides exploration of the creative process used to create West Side Story, including an analysis of the music, choreography and the contemporary cultural relevance of the story. Topics include: survey of the development of the show from concept to premiere; observations about the modernization of the classic tale of Romeo and Juliet; analysis of the music and its integration into the story; synergistic quality of key theater components.

**Course Outcomes:**

1. Explain how West Side Story developed from the original concept to what it ultimately became.
2. Identify and evaluate the cultural relevance of the modernization of the Romeo and Juliet story.
3. Discuss key scenes of the show and the important role of music.
4. Describe the synergistic quality of the theater experience including the story, music, choreography, acting, sets, lighting.

A Survey of American Comedy from Satire to Slapstick

LLI 809

This continuing education course is designed for the general public and provides an understanding of what comedy represents, how comedy can be delivered, and the role comedy plays in American society. Topics include: satire as a form of literature and comedy, the use of comedy as a political tool and as a tool of dissent, changes in comedy through the years; and an explanation of how comedy works.

**Course Outcomes:**

1. Identify ten comedians and discuss their contribution to comedy and their role in history.
2. Discuss the role of comedy in American culture.
3. Analyze changes in society's values as represented by comedy.
4. Recognize the stylistic differences between comedians such as: The Marx Brothers, Rowan and Martin, Lenny Bruce, and Bill Cosby.
5. Identify 4-6 issues that comedy addresses more boldly than mainstream society.
A Visual Tango: Tour of Twentieth Century Latin American Art
LLI 701

This continuing education course is designed for the general public and will provide a general overview of 20th century Latin American art. Topics include: a. Latin American art practices and the diversity of its cultural production (how artists in Brazil differ from those in Argentina, for example); b. different artistic movements of the time and their own regional context; c. art of modernists such as Diego Rivera and Frida Kahlo through contemporary artists ranging from Helio Oiticica, Lygia Clark to Doris Salcedo and Alfredo Jaar. This class will make wide use of imagery from Latin American Museums and will culminate with a lecture at the Art Museum of the Americas, located in Washington DC.

Course Outcomes:

1. Describe the key genres of modern Latin American art and list 3 - 5 characteristics.
2. Identify the key artists of the twentieth century Latin America and recognize their artwork style.
3. State how works of artists in Brazil differ from those in Argentina.
4. Compare the relationship between regional artists and other art movements.

A.S.K.
LLI 458

This course is designed for the general public and includes a series of lectures by various experts on topics related to current events, history, medicine, culture, and others. Each lecture is structured and designed to educate the public by an expert. Topics include current events, history, health and fitness, science, and alternative medicine, and more.

Course Outcomes:

1. Develop an understanding of topics in current events, health, and science.
2. Analyze main issues and information presented.
3. Develop questions for speakers.
4. Interpret presented information for discussion.
5. Explain content of presentation.

A.S.K. in a Nutshell
LLI 841

This continuing education course is designed for the general public and includes a series of lectures by various experts on different subjects. Each lecture is structured and designed to educate the public by an expert. Topics include: current events; history; health and fitness; science, and alternative medicine, and more.

Course Outcomes:

1. Develop understanding of presented topics in current events, health and science.
2. Analyze main issues and information presented in this course.
3. Interpret presented information for discussion.
4. Develop pointed questions for speakers.
Action and Sports Photography

LLI 852

This continuing education course is designed for the general public and provides an understanding of action photography by exploring the fundamentals of sports photography. Topics include: photographic techniques to capture action images; digital workflow to capture, edit, save and share images; practice of photographic skills at a live sporting event; critique and analysis of participant’s action photographs.

Course Outcomes:

1. Identify basic photographic techniques best suited to capture the game time action of sports activities.
2. Demonstrate a working knowledge of the operation of a personal camera and utilize other photographic equipment for capturing the best action pictures.
3. Employ methods to achieve the proper exposure, focus and composition specific to sports and action photography.
4. Develop a digital workflow to select, edit, save and display images.
5. Examine different methods of presenting action images to family and friends.

Advanced Watercolor

LLI 560

This continuing education course is designed for the general public and provides instruction on developing advanced skills in watercolor techniques. Topics include: dry brush, wet-n-wet, stippling, controlled spray, lifts, and graded washes; and John Pikes' technique for "layered" watercolor painting using glazes to achieve dark areas and bright colors.

Course Outcomes:

1. Demonstrate a variety of watercolor techniques to simulate different textures in painting.
2. Use masking and/or the resist techniques to create a painting from a photograph with detailed light foreground objects that are surrounded by a dark background.
3. Plan a watercolor painting and the use of different watercolor techniques in the proper sequence from a photograph.
4. Complete a landscape painting in the style of John Pike.
All Those Years Ago: The Beatles as Musicians and Cultural Icons

LLI 827

This continuing education course is designed for the general public and provides a framework to help understand the cultural, psychological, historical, and musical factors that gave rise to the formation and sustained popularity of the Beatles. Topics include: the role Liverpool-as a geographic place- contributed to the Beatles formation; the early familial, musical and philosophical influences on the Beatles; the essential roles that George Martin (producer), Brian Epstein (manager), American rhythm and blues had on the Beatles sound and image.

Course Outcomes:
1. Identify the musical, technical, psychological, historical, and economic factors that contributed to the Beatles success.
2. Identify the musical 'markers' that contributed to the Beatles immediately identifiable sound.
3. Gain a deeper understanding of compositional and recording techniques the Beatles used.
4. Identify the geographic and cultural attributes of Liverpool England that contributed to the Beatles musical and personal identity.
5. Analyze the events surrounding the Beatles arrival in the US, their performance on the Ed Sullivan Show and their first concert appearance in Washington DC.

American Essays of the 20th Century

LLI 702

This continuing education course is designed for the general public and provides an in-depth look at the essay as a literary form and at some of the concerns and voices of American writers in the 20th century. Topics include: an understanding of the essay's "intent to instruct, to illuminate, to influence" and what writers have to say about topics such as the environment, social problems, and literary theory.

Course Outcomes:
1. Analyze the essay as an art form and name 5 specific characteristics.
2. Interpret the message of the author and discuss it in class.
3. Discuss some of the most important issues of Americans in the 20th century.
4. Define the elements of effective non-fiction writing.

American Essays of the Twentieth Century II

LLI 808

This continuing education course is designed for the general public and provides an in-depth look at the essay as a literary form and at some of the concerns and voices of American writers in the 20th century. Topics include: an understanding of the essay's "intent to instruct, to illuminate, to influence" and what writers have to say about topics such as the environment, social problems, literary theory, and life in the 20th century.

Course Outcomes:
1. Analyze the essay as an art form.
2. Interpret the message of the author.
3. Analyze some of the most important issues of Americans in the 20th century.
4. Discern and define the elements of effective non-fiction writing.
American Short Stories

LLI 838

This continuing education course is designed for the general public and provides an in-depth look at the short story as a literary form and at some of the concerns and voices of American writers in the 20th century. Topics include: what writers have to say about issues such as racism, social problems, and the environment; and how they illustrate life in the 20th century.

Course Outcomes:

- Analyze the short story as an art form.
- Interpret the message of the author.
- Discuss some of the most important concerns of American writers.
- Distinguish and define the elements of effective fiction writing.

Annuals and Perennials

LLI 592

This course, designed to help you make appropriate selections for landscaping situations, identifies and examines annuals, perennials and ornamental grasses used in residential and commercial landscaping. Your garden will look better than ever. Three Saturday field trips are included in this class—Longwood gardens in Kennel Square, PA; U.S. Botanical Gardens in D.C.; and Babikow Greenhouses in Baltimore. You must provide your own transportation.

Course Outcomes:

- Identify annual plants.
- Identify perennial plants and ornamental grasses.
- Apply knowledge of environment needed for planting annuals and perennials.
- Use skills in planting annuals and perennials and apply it to your garden.

Archaeology: 12,000 Years of Montgomery County's Past

LLI 668

This continuing education course is designed for the general public and focuses on identifying Montgomery County's first settlers and what their lives were like with onsite lectures at historical sites, settlements and excavations. Topics include: prehistory and introduction to archaeology methods; an overview of Montgomery County archaeology; identification and archival research; identification of archeological periods, methods and techniques; discussion of archaeological sites related to slavery; and lectures at archeological sites, quarries, rock shelters, and Indian villages.

Course Outcomes:

1. Articulate an appreciation for Montgomery County's cultural resources and an awareness of practical, ethical and legal issues in preservation of the archaeology.
2. Identify the Paleo-Indian, Archaic, and Woodland periods in the county.
3. Describe the historical archaeology of the county such as farms, slaves, and reconstruction era homesteads, and mills.
4. Demonstrate an understanding of the methods, techniques, analysis, and interpretation used in archaeology.
Archaeology: Great Cities of the Past

LLI 666

This continuing education course is designed for the general public and provides an introduction to the origin, growth and decline of the great cities of the past. Topics include: the evidence for the growth of the earliest cities in the near east; the re-discovery of ‘lost’ cities (for example, Troy and the cities of the ancient Indus Valley); the development of sanitation and town planning; the impact of religion and political and economic organization on the development and nature of ancient cities.

Course Outcomes:

1. Articulate critically about the development and organization of ancient cities - Rome, Benin, Cahokia, Xi’an, and Macchu Picchu.
2. Identify and describe the important characteristics (for example, town planning) of some of the world’s greatest cities.
3. Develop the skills to study archaeological material in order to ‘read’ the ancient urban form.
4. Analyze the complex relationship between political, social and economic institutions and the built environment in cities across the world.
5. Interpret both cross-cultural diversity and similarities of the ancient cities across the world.

Astronauts and Cosmonauts - The Race to the Moon

LLI 846

This continuing education course is designed for the general public and provides a general discussion of the space race. Topics include: the beginning of space exploration, the Moon landings, contributions made by Konstantin Tsiolkovsky and Robert Goddard, the first series of probes of Sputnik and Explorer, the orbital flights of Gagarin and Glenn, the Baikonur Cosmodrome, Cape Canaveral, and the Vostok, Mercury, Gemini and Apollo missions.

Course Outcomes:

Describe the historical context in which the Space Race developed.

Explain the advances in science and technology which led space flight.

Differentiate between and understand the operation of various propulsion systems.

Identify the parts of a space craft and their function.

Recognize the importance of the economic and social factors in the development of the Space Race.
Being Human: A Cross Cultural Look at Who We Are

LLI 620

This continuing education course is designed for general public and provides an in-depth look at origins of human species. Topics include: foundations of human identity; role of culture in our sense of self; role of upbringing; role of external circumstances.

Course Outcomes:

1. Explain the nature and uniqueness of humankind.
2. Explain the range of cross-cultural variation in personality, gender roles, group identity, and religious belief.
3. Discuss the nature of the terms "self" and "consciousness" and the roles these concepts play in your own life.
4. Describe the intimate relationship between language and culture and the way they work together to shape your perceptions of reality.
5. Demonstrate a basic understanding of the discipline of anthropology and some of its major findings.

Being Human: Religion and Spirituality

LLI 810

This continuing education course is designed for the general public and provides a social science perspective on the phenomena of religion and spirituality as well as a general survey of world religions through the lens of cultural relativism. Topics include: an explanation of religion and spirituality as a human universal, occurring in every known society; a brief history of the development of religión; an exploration of the function of religious belief within human societies; and a brief survey of major religious traditions throughout the world.

Course Outcomes:

1. Define religion, faith, and spirituality from an anthropological perspective.
2. Describe the function of faith in maintaining social order and conveying world view.
3. Explain the roles of ritual and ceremony in maintaining faith.
4. Describe four universal needs religious belief fulfills.
5. Recognize, define, and describe some of the major religious traditions of the world.

Being Human: The Origins of Us

LLI 621

This continuing education course is designed for the general public and looks at origins of human beings. Topics include: differences that set human beings apart from other creatures; sense of self; evolution process in human development; evidence of paleontological and archeological research; language development.

Course Outcomes:

1. Analyze the nature and uniqueness of humankind.
2. Discuss the timeline for evolutionary development of the defining features of humankind.
3. Explain the nature of the terms "self" and "consciousness" and the roles these concepts play in your own life.
4. Demonstrate a basic understanding of the discipline of anthropology and some of its major findings.
British Intellectual Ideas and Their Impact on American Society

LLI 703

This continuing education course is designed for the general public and provides an analysis of Britain’s philosophical ideas and their impact on American society and the American Revolution. Topics include: analysis of Locke’s ideas and their impact on the American Revolution; Bacon’s philosophy of science and utopian society; and the ideas of John Bunyon and their impact on wars between religion and science.

Course Outcomes:
1. Analyze Locke’s philosophy and understand a connection to the American Revolution.
2. Discuss Bacon’s philosophy of science and concepts of utopian society.
3. Analyze the relationship between ideas of Thomas Hobbes and development of political science.
4. Describe the culture wars between religion and science utilizing John Bunyon’s perspective.

Conflict—Modern Middle East

LLI 637

This continuing education course is designed for the general public and provides an in-depth look at the conflict in the modern Middle East. Topics include: Islamic heritage and Western imperialism; the rise of Arab nationalism; political revolution and the Arab-Israeli conflict; the impact of oil and the role of the superpowers.

Course Outcomes:
1. Identify historical and political geographic location of the region.
2. Articulate the historical timeline of the conflict and events occurring during this time.
3. Describe the various dimensions of the conflict including the role of the U.S.
4. Discuss the present situation of the conflict, its effect on the world, and the possibility of peace.

Cuba: The New Revolution?

LLI 856

This continuing education course is designed for the general public and provides an in-depth look at the politics, sociology, and culture of Cuba established by its Revolution. Topics include: historical conditions that triggered Cuba’s revolution; shortfalls that precluded reforms; forms of cultural and political expression; and future direction for Cuba.

Course Outcomes:

1. Discuss the historical conditions that preceded and triggered the social movement and insurgency that came to be known as the Cuban Revolution.
2. Analyze the social, economic, and cultural goals of the revolutionaries.
3. Explore how the shortfalls in objectives and areas of progress lead to stymied attempts at reform.
4. Discover the ebullient forms of cultural and political expression that a limited civic space created.
5. Examine the changes that normalization might bring to the island and the radical reforms some expect will change Cuba forever.
Decoding Art: Learning to Look at Paintings

LLI 805

This continuing education course is designed for the general public and provides an introduction to visual literacy. Topics include: the formal elements of visual literacy; composition, space, form, tone and color, and line; subject matter, iconography, materials and technique, the purpose or message of the work and the period to which it belongs; and analyzing selected works to determine how the pictorial elements relate to one another.

Course Outcomes:

1. Identify the formal elements of paintings.
2. Develop a more thorough understanding and appreciation of art.
3. Analyze a work of art formally.
4. Explain how a work of art functions, what its pictorial elements are and how they relate to one another.
5. Identify the subject matter, iconography, materials and techniques of selected paintings.

Degas/Cassatt: An Introduction to the Exhibition

LLI 799

Course description is not available.

Course Outcomes:

Identify the artistic dialogue that developed between these two artists.
Identify the contribution of Degas to Cassatt’s Little Girl in a Blue Armchair.
Identify some of the groundbreaking discoveries presented by this exhibition.
Identify Cassatt’s contribution to Degas’s ar.t

Digital Photography

LLI 623

This continuing education course is designed for the general public and provides an introduction to electronic still photography, beginning with traditional photographic and art concepts. Topics include: image manipulation using personal computers; creating artistic images using scanners, printers, and digital cameras; techniques and photographic skills used to create electronic stills.

Course Outcomes:

1. Describe basic camera settings, shooting modes, image size, and quality and how these affect the final printed product.
2. Plan and shoot a series of images using a digital camera with different lighting and environment.
3. Utilize current digital imaging technology for image capture and editing to produce photographic images.
4. Develop an understanding of techniques and photographic skills to create electronic stills.
Digital Photography for Fine Arts II

LLI 644

This continuing education course is designed for the general public and provides an in-depth look at the advanced techniques in digital photography, composition, printing and editing. Topics include: developing personal style as a photographer; advanced techniques in composition; metering for challenging situations; advanced photoediting techniques in Photoshop; advanced printing techniques; flash techniques.

Course Outcomes:

1. Develop skills in accurately set exposure and use exposure compensation for various lighting situations.
2. Apply techniques to plan and shoot a series of images using a digital camera with different lighting and environment.
3. Demonstrate skills in using on and off camera flash effectively.
4. Develop techniques for photo printing, scanning and matting.
5. Create a portfolio of personal/professional photo art work.

Drawing with Pencils, Charcoal, or Pastels

LLI 698

This continuing education course is designed for the general public and provides an in-depth look at drawing techniques that create 3D space. Topics include: Basis and foundation of linear perspective; differences in linear and aerial perspectives; techniques used to create the illusion of 3D space; techniques such as size, position, overlap, and shading.

Course Outcomes:

1. Describe five concepts and fundamentals of perspective drawing.
2. Distinguish and utilize the six different varieties of drawing techniques to create 3D space.
3. Identify the differences between Linear perspective and Aerial perspective.
4. Illustrate a large drawing using the illusion of 3D space with various media.

Eat Healthy, Eat Local for Less

LLI 813

This continuing education course is designed for the general public and provides a side-by-side comparison of industrial versus local organic food in terms of taste, nutrition, safety, health benefits, cost, societal impact, economic impact, and environmental impact, information about local alternatives to industrial food, plus details about how, when, and where to shop. Topics covered in class include: issues surrounding genetically modified foods, hormones, antibiotics, and pesticides; common food terms such as "organic," "free range," and "certified humane;" the hidden costs of industrial foods; and ecological sustainability.

Course Outcomes:

1. Understand the social, economic, political, ecological, and health issues regarding the industrial food system.
2. Explain the origins of the industrial food system by examining the history of food production and the cultural dimension behind food choices.
3. Recognize, and know where to find, alternative food sources.
4. Learn the terminology of the food industry.
5. Analyze the lifestyle choices that go along with a change to local foods.
El Greco: An Introduction to the 400th Anniversary Exhibition

LLI 801

This continuing education course is designed for the general public and provides an introduction to El Greco: A 400th Anniversary Celebration from Washington Area Collections. Topics include: a biography of El Greco; elements of El Greco’s style; devotional works and El Greco as an artist of the Counter-Reformation; American collectors and El Greco; and El Greco and Picasso.

Course Outcomes:
1. Identify El Greco’s style.
2. Analyze El Greco’s role as artist of the Counter Reformation.
3. Explain the importance of El Greco to American collectors of the last century.
4. Explain the impact of El Greco on 20th century art.

Everyone Can Draw—Level I

LLI 050

This continuing education course is designed for the general public and provides instruction on developing skills in basic drawing fundamentals. Topics include: negative space, proportions, perspective, and composition. Students will draw from still life and live models.

Course Outcomes:
1. Create a drawing using Linear perspective technique.
2. Draw from a model demonstrating use of proportions.
4. Implement concepts of negative space, perspective, and proportions in a final original artwork.

Exploring Fantasy Fiction

LLI 719

This continuing education course is designed for the general public and provides an introduction into the popular storytelling genre known as fantasy. Topics include an overview of the category and genre of fantasy as it relates to publishing and film, a discussion of the common themes within fantasy, and an examination of some of the classic works, most successful titles, and current trends in fantasy.

Course Outcomes:
1. Articulate what places a novel, short story, or film into the category of fantasy.
2. Critique some of the most successful titles and authors in the category of fantasy.
3. Identify current trends in fantasy.
4. Discuss adaptation of fantasy literature (3 works) for film.
## Exploring Local History

**LLI 724**

This continuing education course is designed for the general public and provides an overview of history of the local area – city and/or county. Topics include: origins of the local place; life during early American history time period and the Civil War; changes that took place in the area of the year; famous people who impacted history; pictures, literature, music - to support the lectures.

**Course Outcomes:**

1. Identify significant periods in the life of the local town or county area.
2. Describe life of the town citizens during the Civil War.
3. Name people who made history in this local area.
4. Identify major urban/political changes that took place in the area over the years.

## Expressive Portraits: Beyond Photo

**LLI 819**

This continuing education course is designed for the general public. Topics include: painting portraits that express the sitter’s personality; drawing and painting portraits based on a photographic reference; and analyzing paintings by John Singer Sargent, Norman Rockwell, and Chuck Close.

**Course Outcomes:**

1. Create a likeness of a person through proper proportions.
2. Achieve an accurate skin tone in oil, acrylic and pastel.
3. Place the portrait into a complimentary background.
4. Create a composition that expresses the sitter’s personality.

## Expressive Portraits: Painting and Drawing

**LLI 834**

This continuing education course is designed for the general public and provides an opportunity for students to learn how to create different personalities using various forms of media. Topics include: painting portraits that express the sitter’s personality; drawing and painting portraits based on a photographic reference; and analyzing paintings by John Singer Sargent, Norman Rockwell, and Chuck Close.

**Course Outcomes:**

Create a likeness of a person through proper proportions.
Apply accurate skin tones in oil, acrylic, and pastel.
Compose a portrait on a complimentary background.
Develop an exciting composition that expresses the sitter’s personality.
Federico Garcia Lorca and Modern Spain  
LLI 704  
This continuing education course is designed for the general public and provides instruction on the lyrical and dramatic works of Federico Garcia Lorca. Topics include: the reading of Yerma, Blood Wedding, and The House of Bernarda Alba; the culture of gypsy flamenco music, bullfighting, Spanish composers, and Salvador Dali; and the history and the fall of the Republic to the Nationalists. 

Course Outcomes:  
1. State the relationship between the Spanish poet's work and the history of modern Spain.  
2. Analyze the content and importance of three plays by Lorca.  
3. Articulate the culture from which Lorca found inspiration: music and art.  
4. Compose and present an individual presentation on a subject discussed in class.

Find Your Strengths - Find Your Future  
LLI 830  
This continuing education course is designed for the general public and will provide the knowledge of one's natural and work-related strengths to assist in the discovery of career areas in which one would be most successful including business or other professional and life opportunities. Topics include: Explore natural and professional strengths; how to match strengths with career areas; Draw a career plan! 

Course Outcomes:  
1. Explore natural and professional strengths.  
2. Identify and match with career areas.  
3. Research career areas of your interest.  
4. Draft a career plan.

France: Pre-Departure Study Abroad Course  
LLI 697  
This continuing education course is designed for students of study-abroad program and provides guidelines, safety information and France historical background. Topics include: application process, travel safety techniques; background information on French culture and history. 

Course Outcomes:  
Prepare for a trip abroad and apply knowledge to application process. 
Apply safety travel techniques. 
Discuss French cultural and historical background.
Gentle Yoga for Mood and Strength

LLI 723

This continuing education course is designed for the general public and provides Yoga techniques to help muscles and joints to heal and to lower the pain threshold. Topics include: basic yoga postures and modifications; breathing techniques; balance and proper body alignment.

Course Outcomes:
1. Demonstrate a knowledge of basic yoga postures and discuss impact on muscles.
2. Illustrate yoga postures appropriate to their body and physical condition.
3. Use breathing techniques to create a calmer state.
4. Demonstrate improved balance and track emotional well-being in the journal.
5. Illustrate an awareness of proper body alignment.

Getting Started with Social Media: Facebook and Twitter

LLI 694

This continuing education course is designed for the general public and provides instruction on the use of Facebook and Twitter. Topics covered in class include: creating Facebook and Twitter accounts, personal and business accounts, privacy levels, and posting information, videos, and photos.

Course Outcomes:
1. Create, design, and maintain a Facebook and Twitter account.
2. Identify personal and business accounts to connect with on Facebook.
3. Identify five accounts to follow on Twitter.
4. Apply the appropriate privacy levels for Facebook account.
5. Implement status updates; upload photos (5 - 10), and a short videos on Facebook and Twitter.

Growing Vegetables in Small Spaces

LLI 824

This continuing education course is designed for the general public and provides instruction on how to growing vegetables in small “100 square foot” and container type gardens. Topics include: tips for increasing yields; plans for crop rotations; and successful container gardening.

Course Outcomes:
Analyze requirements to effectively grow vegetables in containers.
Identify what is required to have a successful small vegetable garden.
Compare and contrast crop rotations and yield amounts.
Guided Tour of Historic Rockville

LLI 854

Course description is not available.

Course Outcomes:
- State significant dates in Rockville's history.
- Identify main historical events that took place in Rockville.
- Discuss historical figures who made a contribution to Rockville.

Gustave Caillebotte: Urban Impressionist

LLI 849

This continuing education course is designed for the general public and provides an introduction to Gustave Caillebotte. Topics include: Caillebotte’s biography; an overview of major works in his oeuvre, with a concentration on the works in the exhibition; and the Caillebotte bequest and his legacy.

Course Outcomes:
- Develop a thorough understanding of the chronology of Caillebotte’s life.
- Analyze the importance of the Caillebotte bequest.
- Identify the Caillebotte’s style.
- Articulate a thorough understanding of the originality of Caillebotte’s works.

Hands-on Archaeology

LLI 576

This continuing education course is designed for the general public and provides instruction on how to excavate and process Montgomery County Maryland artifacts. Topics will include: clean and identify artifacts; label, classify and catalog artifacts for curation and display; and help professional archaeologists date historic and pre-historic artifacts; and excavate historic and pre-historic artifacts at archaeological site.

Course Outcomes:
1. Identify and clean historic and pre-historic artifacts.
2. Label, classify and catalog historic and pre-historic artifacts.
3. Assign a relative date to historic and pre-historic artifacts.
4. Excavate and clean archaeological artifacts.
Health Care Insurance for Retirement

LLI 699

This continuing education course is designed for individuals who have just retired or who are within 10 years of retirement and helps individuals to develop skills in projecting their insurance expenses and determine cost of supplemental coverage. Topics include: Medicare, Medicare Advantage Plans and Long-Care plans; tax-advantaged plans to save on insurance costs; projection of costs and costs of supplemental coverage.

Course Outcomes:

1. Project personal health care expenses prior to age 65.
2. Determine cost of supplemental coverage at age 65.
3. Evaluate ability to pay for health care not covered by federal or state programs.
4. Identify 4 steps to improve future ability to fund health care.

Historical Books Discussions

LLI 800

This continuing education course is designed for the general public and provides an insight into the lives and accomplishments of prominent historical leaders. Topics include: an overview of their life; historical and political events during their lifetime; their challenges and accomplishments; and their impact on history.

Course Outcomes:

1. Discuss historical and political events during the leader's lifetime.
2. Compare and contrast their challenges and accomplishments.
3. Articulate the leader’s impact on history.
4. Analyze influential figures in their lives.

History of Islam and Impact of Globalization

LLI 682

This continuing education course is designed for the general public and provides an understanding of Islam and its role in Globalization. Topics include: brief history of Islam; brief perspective of globalization; U.S.’s challenges in the Muslim world; and Islam as a religion that complements globalization.

Course Outcomes:

1. Recognize distinguishing characteristics of Islam as a religion.
2. Discuss that Islam has no conflict with the other religions, particularly Judaism and Christianity being together the Abrahamic religions or the religions of the book.
3. Identify characteristics of globalized society and name them.
4. Understand how Islam can complement and strengthen the process of globalization.
5. Explain how Islam can help the process of globalization to help build a peaceful world order.
Holocaust Art: The Possibility of Creating after the Unimaginable

LLI 806

This Continuing Education course is designed for the general public, and provides historical information and relevant theoretical frameworks for approaching what is called Holocaust art, generated in response to the death of 6 million people perpetrated by the Nazi government of Germany during WWII. Topics include: characterization of the historical event and its aftermath as well as the history of its public “reception” in the U.S.; specific illustrative examples of this kind of art, focusing on unknown as well as famous artists within the chronological framework of their production; and addressing the relevance of issues raised by Holocaust art for a present context.

Course Outcomes:

1. Recognize the extent to which the Holocaust has affected art history.
2. Contrast various kinds of responses to the Holocaust.
3. Identify Holocaust works of art.
4. Define ways in which this art assists people in "processing" the event.
5. Analyze how the history of public "reception" of this art has significantly evolved.

How to Paint Like an Impressionist

LLI 652

This continuing education course is designed for the general public and provides for the general understanding of Impressionism and its techniques in a practical manner. Topics include: the major Impressionist painters; what made Impressionism possible in the first place; the impact of two major artists in the development of Impressionism; major techniques of Impressionist painters will be demonstrated and students will then apply this knowledge to their own work.

Course Outcomes:

1. Discuss historical context of Impressionist movement such as pointillism, impasto, and layering.
2. Demonstrate the basic techniques of Impressionist painting.
3. Develop an independent art work in the Impressionist style.
4. Discuss the impact of Turner and Cezanne on Impressionism.
Iceland: Energy in the Land of Fire and Ice, Pre-Departure Study Abroad Course

LLI 853

This continuing education course is designed for general public and provides orientation sessions for the short term study abroad program to Iceland in during Summer I session, 2015. Safety, expectations and curriculum will accompany each session. Lectures and curriculum to be explored will be on natural renewable energy: 1) volcanoes, 2) geysers, 3) agriculture, and 4) glaciers. In addition, students examine techniques to reduce environmental impact through sustainability and recycling. Students will also produce their own lectures, engage in discussions, conduct critical evaluation research, and share findings. This course allows for orientation for students who did not register for the courses that merge with the Iceland program, which are CHEM 109 Chemistry and Society, ENGL 102 Critical Reading, Writing, and Researching, or ENGL 103 Critical Reading, Writing, and Researching for the Workplace.

Course Outcomes:

Increase awareness of new environments, challenges, and situations; and communicate in a second language other than English.

Acquire International leadership skills and International Competency.

Accept and understand people with different backgrounds, contributing to a friendlier and more productive environment.

Conduct research geared towards their major, employment goals and personal growth;

Engage in critical analysis and discussion of related program themes; and closely examine pertinent readings and commentaries from other media both in and out of class.

Income Solutions--I Need More Money!

LLI 512

This continuing education course is designed for the general public and provides instruction on the best ways to keep more money in their pockets while keeping risks under control. Topics include: different investments to generate income; the potential benefits and risks of each type of investment; various ways to manage risks; and the advantages/disadvantages of four different income generating strategies.

Course Outcomes:

1. Explain how different investments generate income.
2. Describe potential benefits and risks of each investment.
3. Explain different ways to manage risk.
4. Discuss the advantages and disadvantages of four different income generating strategies.
India: Celebration of Arts and Culture

LLI 833

This continuing education course is designed for the general public and provides an understanding of the history behind the development of multiple languages of India, its architecture, classical music and classical dance. Topics covered in this course include: Indian National language, "Hindi," and other state languages, their history and development based on "Indo-European" language tree, the influence of the Mughal empire on the art, architecture, music, dance and monuments of India, and classical Indian dance and music.

Course Outcomes:

1. Compare the various languages of India that are spoken in the different states represented on the Map of India.
2. Identify five famous monuments of India along with their architecture based on their locations on a map and history.
4. Identify four musical instruments of India - "Sitar", "Harmonimi", "Tabla", and "Bansuri".
5. Develop an appreciation of Indian culture through singing and learning Indian Classical Music Solfege, and two songs based on Indian “Raag” system.

International Political and Social Issues

LLI 692

This continuing education course is designed for general public and provides new understanding of select global current events with a potential U.S. impact based on expert insight and interactive discussion. Topic include: methods for setting ground rules for moderated discussions that include opposition view points; examples of how local citizen participation in political affairs can affect global policy; discourse about current international affairs that impact U.S. political, economic and social decision-making.

Course Outcomes:

1. Discuss in this era of globalization how international issues have local impacts.
2. Articulate key points and counterpoints about selecting pressing international issues.
3. Identify the complexities of the international dilemmas discussed in each session.
4. Communicate meaningfully and respectfully as discussants in a moderated discussion where multiple viewpoints are presented.
5. Recognize the value of exposure to alternative points of view.
### Introduction to Archaeology

**LLI 802**

This continuing education course is designed for the general public and provides an introduction to the field of archaeology. Topics include: accurate dating, archaeological data excavated with precision, theories that guide interpretation and ethical concerns.

**Course Outcomes:**

1. Describe the historical and theoretical perspectives in archaeology.
2. Compare different points of view concerning ethical issues in archaeology and competing perspectives of different stakeholders on the past.
3. Explain the various aspects of the archaeological record.
4. Assess how archaeologists design and carry out research, using specific case studies.
5. Evaluate competing theories about the evolution of humans, the development of agriculture and village life, and the rise of the state.

### Introduction to Digital Arts

**LLI 677**

This continuing education course is designed for professional and non-professionals that want to gain skills to create digital artwork and provides an in-depth look at the computer as a design tool and illustrative medium. Topics include: elementary digital tools and techniques; digital tools in Illustrator software; digital tools in Photoshop software; projects with focus on idea, techniques and visual aesthetics.

**Course Outcomes:**

1. Develop skills in using Illustrator and apply these skills to design in one of the projects.
2. Develop skills in using Photoshop and apply techniques to photo editing.
3. Develop techniques for image printing, scanning and matting.
4. Develop portfolio of personal/professional digital art work.

### Introduction to Organic Vegetable Gardening

**LLI 825**

This continuing education course is designed for the general public to learn how to produce vegetables for their household using sustainable gardening practices. Topics include: organic vegetable gardening techniques; insect and disease problems; and planning a vegetable garden.

**Course Outcomes:**

Articulate when and how to plant different vegetable crops.

Explain organic vegetable gardening techniques that solve basic insect and disease problems.

Diagram their organic vegetable garden.

Plant their vegetables.
Italian Renaissance Sculpture: 1260-1600

LLI 855

This continuing education course is designed for the general public and provides an understanding of the innovations and developments in Italian sculpture from 1260 to 1600. Topics include: Italian sculpture in the 13th century, Early Renaissance sculpture, High Renaissance sculpture, and Mannerist sculpture.

Course Outcomes:

- Compare and contrast the stylistic properties of Proto-Renaissance, Early Renaissance, High Renaissance and Mannerist Sculpture.
- Identify the styles of the major sculptors discussed in each class session.
- Explain the social and political influences that impacted and helped form the Italian Renaissance.
- Explain the revolutionary innovations of Italian sculptors from 1260-1600.

Italy in the Age of the Renaissance

LLI 612

This continuing education course is designed for the general public and allows for an in-depth view of the history of the High Renaissance Period in Central Italy. Topics include: the late medieval commercial and political history of major Italian territories and centers of the Renaissance; the status and influence of the Papacy and Catholic Church; positioning artists in their appropriate social contexts and Humanism.

Course Outcomes:

1. Explain why the Renaissance occurred in Italy.
2. Explain the origins of the Medici family and its importance as patrons of Renaissance art.
3. Explain the fourteenth-century crisis of the Catholic Church, and identify the measures it took to reform.
4. Define a guild and explain the relation that artists such as Leonardo or Durer had with their guild.
5. Define Humanism and explain how this movement influenced artists.

Landscape Design Studio I

LLI 414

This continuing education course designed for the general public provides the basics of landscape design for personal and professional use. Topics include: basic graphic skills including developing landscape plans and perspectives; sound site design principles; and environmentally responsible landscape and garden designs.

Course Outcomes:

1. Demonstrate an understanding of pencil lettering and shading techniques.
2. Demonstrate use of architectural and engineering scales, triangles, French curves, and circle templates.
3. Create a complex residential design at 1/4", 1/8" and 10 scales.
4. Create section, elevation and perspective drawings.
5. Develop color rendered design.
Landscapes and Seascapes

LLI 705

This continuing education course is designed for the general public and provides instructions on how to paint landscapes and seascapes from photographs. Topics include: composition, color, texture, and perspective; artwork by famous Impressionist style painters.

Course Outcomes:

1. Create a painting with an exciting mood by mixing color combinations.
2. Create an atmospheric perspective in painting by softening the background and sharpening the foreground.
3. Enhance painting with textures such as grass, leaves, water, sand, rocks, and clouds using a mixture of thick textured paint and thin washes.
4. Create drama in your artwork by heightening the paintings value contrast.

Latin American Cultures of Chile and Argentina

LLI 832

This continuing education course is designed for the general public and provides an overview and contrast of Argentinean and Chilean history, politics, and culture. Topics include: the fierce battles for conquest between the Spanish and the indigenous inhabitants of Chile and Argentina; Chile and Argentina’s political and cultural foundations divergence; the arrival and integration of European immigrants, rise of a worker movements and parties to represent them; the differing details of these parallel histories; the rise of the tango, Borges’ universalistic short stories, Neruda’s socially conscious poetry, the folk music of Mercedes Sosa, and the novels of Isabel Allende.

Course Outcomes:

1. Identify the similar experiences of these countries during the Conquista.
2. Articulate the ways in which the looming frontier and war against a common enemy forged both the Argentinean and Chilean national characters.
3. Delineate the attributes and characteristics that caused these countries to take differing paths even before the war for Independence from Spain.
4. Explain how the wave of immigrants at the turn of the 20th century and their incorporation into society altered the political, economic and cultural character of both societies.
5. Analyze how each country, in spite of parallel experiences after WWI, differed in adapting and coping with political, economic challenges.
Latin American Cultures: Mexico, Behind the Mask

LLI 706

This continuing education course is designed for the general public and provides an overview of Mexican history, politics, and culture. Topics include: ancient indigenous civilizations of Mexico; the Mexican Revolution (the lesser known Revolution of 1917) and how it changed the political and economic order of this society and its culture; the muralists Frida Kahlo and Diego Rivera; and the 21st century modernization movement of Mexico.

**Course Outcomes:**

1. Identify the Native American and Spanish roots of Mexico.
2. State the different cultural currents that animated the anti-colonial movement in Mexico.
3. Define five goals of the Mexican Revolution.
4. Articulate how the Mexican Revolution changed the face of art and culture in Mexico (through novels, poetry, art, film and music).
5. Explain how different cultural landmarks i.e. the murals of Kahlo, the movies of Buñuel, and the poetry of Octavio Paz) are connected to Mexican history.

Latin American Cultures: The New Brazil, Beyond Carnival, Samba and Soccer

LLI 812

This continuing education course is designed for the general public and provides an overview of Brazilian history, politics, and culture. Topics include: politics, modernization, art, culture, and literature.

**Course Outcomes:**

1. Discuss the Native American, Portuguese, and African roots of Brazil.
2. Describe the unique characteristics of Brazil's colonial experience.
3. Analyze the forces that lead to Brazilian Independence.
4. Explain how the wave of immigrants at the turn of the 20th century and their incorporation into society altered the political and economic character of Brazilian society.
5. Identify Brazil’s blending of European, African and indigenous traditions in the country’s art and culture (in music, art, film and architecture)
Laugh Your Way to Happiness

LLI 814

This continuing education course is designed for the general public and provides a look at the history of laughter and how it has been used as a technique to bring on happy feelings, reduce stress, and promote good health. Topics include: individual as well as group laughter techniques, scientific studies, the history of laughter, laughter boosting, and laughter meditation techniques.

Course Outcomes:

1. Discuss the history of laughter from ancient times to modern day.
2. Understand the scientific studies regarding the benefits of laughter.
3. Execute individual and group laughter techniques.
4. Analyze the connection between laughter, health, and happiness.
5. Develop and apply their own laughter techniques.

Leonardo da Vinci: How this Renaissance Man Influenced the Modern World

LLI 713

This continuing education course is designed for the general public and provides an in-depth understanding of Leonardo da Vinci’s role as a Renaissance man and in modern life. Topics include: Leonardo’s Notebooks; Leonardo’s contribution art to the Renaissance and beyond; the development of new artistic elements with the Reaissance pyramid and perspective; flight and other engineering marvels that were influenced by Leonado; and Leonardo’s contribution to development of war equipment.

Course Outcomes:

1. Identify and discuss innovations that are represented in Leonardo’s major artworks.
2. Identify and discuss Leonardo da Vinci’s influence on medicine during and after the Renaissance.
3. Identify the changes in modern life brought about by Leonardo’s life and work.
4. Discuss Leonardo’s innovative contributions to engineering and city planning.
5. Discuss Leonardo da Vinci’s contribution to modern warfare and flight.

Literary Café

LLI 707

This continuing education course is designed for the general public and provides an understanding of how authors shape and construct their autobiographies according to the goals they have set. Topics include: the difference between autobiography and other prose genres such as the short story; the impact of style and tone on the meaning of an autobiography; the blending of contradictory stylist elements in prose; and how we evaluate the information we derive from reading an autobiography.

Course Outcomes:

1. Articulate a definition of fiction and autobiography and be able to compare and contrast.
2. Analyze the uses to which fiction can be put in class discussion.
3. Discuss an "ethics" of autobiography.
4. Compare the difference in readers’ responses to nonfiction and fiction.
Major Scientific/Technological Discoveries of Past 200 Years

LLI 608

This continuing education course is designed for the general public and provides an in-depth view of major scientific and technological breakthroughs of the past 200 years and the profound implications and applications that followed. Topics include: the Steam Engine; the Theory of Evolution and Genetics; Quantum Physics; Psychoanalysis; and the Internet.

Course Outcomes:

1. Explain Darwin's Theory of Evolution and it's conflict with religion.
2. Define Freud's theory of Id, Ego and Superego.
3. Discuss how quantum physics undermined Newton’s conception of the universe.
4. Explain Einstein's relation to the Manhattan Project.
5. List and explain major developments in the history of computing and the internet.

Marc Chagall - Dance of Imagination

LLI 714

This continuing education course is designed for the general public and focuses on the work of one of the 20th century’s pioneering modern masters, Marc Chagall. Topics include: Biblical themes, the traditions of Jewish life, and contemporary avant-garde developments, such as Fauvism, Surrealism, and Cubism; exploration of exile and loss; use of colors (blues and yellows); and works of Pablo Picasso and Henri Matisse.

Course Outcomes:

1. Differentiate the visual style of Marc Chagall from other artists.
2. Identify five of Chagall's iconographical symbols that relate to Jewish folklore.
4. Identify three of his most frequent subjects.
5. Articulate five works created by Marc Chagall.

Medicine and Wellness - What You Need to Know

LLI 848

This continuing education course is designed for the general public and provides an overview of medical and health issues. Topics include: necessary conditions for healthy body; healthy aging; keeping active mind; and medical research findings on maintaining healthy living.

Course Outcomes:

Discuss strategies for keeping active mind.
Understand conditions for healthy living.
Analyze strategies for maintaining active physical body.
Articulate information on new advances in medicines.
### Medieval Women Mystics

**LLI 836**

This continuing education course is designed for the general public and examines five well-known women mystics of the medieval era and contemplates what they have to say to us in the modern era. Topics include: Definition of mysticism; political and religious context (8th century - 16th century); visions of God: criteria and validity; components of the interior life; and Christian and Muslim mysticism.

**Course Outcomes:**

1. Analyze mystical experience.
2. Compare five mystics.
3. Assess the impact of the five mystics on their time.
4. Articulate their meaning for the present.
5. Identify the ethos and events of the medieval era.

### Modern America - Political and Social Issues

**LLI 847**

This continuing education course is designed for general public and provides an overview of American political and social issues. Topics include: U.S. foreign policy leadership in the 21st century; social stratification and class issues; political models in American Society; the patterns and trends of cultural change in America.

**Course Outcomes:**

- Analyze and discuss strategies of American foreign policy.
- State characteristics, attitudes and ideologies linked to social class.
- Discuss ideological and political models in the United States.
- Analyze trends of cultural change in America.

### Montgomery County in the Civil War

**LLI 667**

This continuing education course is designed for general public and provides an overview of the Montgomery County History in the Civil War. Topics include: Civil War history in Montgomery county; slave soldiers; music of the Civil War period; medicine in the Civil War.

**Course Outcomes:**

1. Describe what it was like to live in Montgomery County during the tense times of the Civil War.
2. Discuss how the Civil War played out and affected Montgomery County's residents and towns, and explain Montgomery County's part in that tragedy.
3. Identify important local Montgomery County residents who participated in the War effort and were affected by the War.
4. Recognize the music of the Civil War era, and explain how the War and the times influenced the music, and how the music influenced the times and the War.
5. Analyze medical care during the Civil War.
**Musical Innovators and Mavericks: Composers That Changed Music**

**LLI 850**

This continuing education course is designed for the general public and provides an in-depth exploration of selected composers whose musical works significantly influenced or altered the course of music. Topics include: composers of western music that shaped the course of history; significant, iconoclastic compositions that influenced music; salient characteristics of featured compositions; and the impact and influence of specific composers and their works on musical style.

**Course Outcomes:**

- Identify key composers of western music that shaped the course of history.
- Discuss selected significant, iconoclastic compositions that influenced music.
- Articulate salient characteristics of featured compositions.
- Analyze the impact and influence of specific composers and their works on musical style.
- Assess the manner in which forward thinking composers moved music in new directions.

**Mystics, Gnostics, New Religions, Cults: Everything Old is New Again**

**LLI 842**

This continuing education course is designed for the general public and provides an exploration into the beliefs and practices of a variety of mystical systems, new religions, and so-called cults. Topics include Scientology, Rosicrucians, Theosophists, Freemasons, Wicca, Kabbalah, Cathars, Moonies, and New Age religions.

**Course Outcomes:**

- Research the ancient sources of "new" religions.
- Describe the new religions of the past.
- Discuss religious beliefs.
- Articulate religious practices.
- Define a local sanctuary.

**Nutrition: Facts and Fallacies**

**LLI 708**

This course will address the most common concerns that seniors face today, including weight challenges and changes in nutritional needs. Topics include supplements, the best strategies to use in the supermarket, discussion of "superfoods" like kale and quinoa and how to prepare them, the current status of Vitamin D research, and the best resources for reliable nutrition recommendations and information.

**Course Outcomes:**

- Recognize 10 important nutrition needs of senior adults.
- Implement strategies to recognize healthy foods in the stores.
- Apply skills learned in class in cooking kale and quinoa.
- Identify foods in rich in Vitamin D and include them in diet.
Oils and Acrylics I—Introduction

LLI 653

This continuing education course is designed for the general public and provides the students with opportunities to develop techniques and skills in oils and acrylics painting. Topics include: color theory; composition; shapes; shading; perspective; and mixing and blending colors.

Course Outcomes:

1. Demonstrate an understanding of artistic composition, color theory, design, and texture.
2. Demonstrate the ability to make two-dimensional shapes appear three dimensional by using perspective or shading.
3. Demonstrate the ability to utilize all elements of art, including overlapping, color, detail, size, and placement
4. Demonstrate the ability to mix and blend colors.

Passport to Retirement

LLI 822

This continuing education course is designed for the general public and provides a more advanced view of today’s world as it relates to retirement. Topics include: understanding the retirement process; planning for future retirement expenses, investment choices, and other issues that impact retirees; and finding resources that will answer ongoing questions and issues that students will face.

Course Outcomes:

1. Understand several real world financial issues facing retirees today.
2. Complete an individual financial plan specific to their needs.
3. Compare the different features of investments and explain how they fit into a diversified portfolio.
4. Develop an understanding of social security income and identify how the benefit fits into their retirement strategy.
5. Articulate basic estate planning and identify how a Trust may help achieve legacy and/or retirement goals.

Piano Conversations: Beethoven

LLI 721

This continuing education course is designed for the general public and provides information on Beethoven’s life and his sonatas. Topics include: Beethoven’s life facts; analysis of Beethoven’s piano compositions; three periods in Beethoven’s compositions; and Beethoven’s pianistic composition style and form.

Course Outcomes:

1. Describe basic facts about Beethoven’s life and how it affected his piano music.
2. Understand the three periods in Beethoven’s compositions and how they relate to the classical and romantic periods.
3. Describe Beethoven’s pianistic style and its relation to the development of the instrument at the time.
4. Discuss how the changes in Beethoven’s style affected his concepts of musical form and pianistic writing.
Piano Conversations: Four Giants of Romantic Music

LLI 662

This continuing education course is designed for the general public and provides a musical, cultural and biographical view of four of the greatest composers of the 19th century. Topics include: the Romantic Period; Felix Mendelson: The Perfect Prodigy; Robert Shumann: Music and Madness; Fryderick Chopin: A Fragile Revolutionary; Franz Liszt: Rock Star of the 19th Century.

Course Outcomes:

1. Describe the Romantic movement in music and main characteristics of the piano works.
2. Analyze piano music by Felix Mendelson. Discuss life and major works.
3. Analyze piano music by Robert Shumann. Discuss life and major works.
4. Analyze piano music by Fryderick Chopin. Discuss life and major works.
5. Analyze piano music by Franz Liszt. Discuss life and major works.

Piano Conversations: Fryderyk Chopin

LLI 051

Course description is not available.

Course Outcomes:

Outcomes are not available.

Piero di Cosimo: An Introduction to the Exhibition

LLI 804

This continuing education course is designed for the general public and provides an introduction to Piero di Cosimo. Topics include: Piero's biography, an overview of major works in the exhibition, Piero's patrons, and the influence of northern art on Piero's work.

Course Outcomes:

Develop a thorough understanding of the chronology of Piero's life.
Identify the progression of Piero's career.
Articulate the influences on Piero's style.
Discuss Piero's major patrons.
Poetry of Robert Frost

LLI 048

This continuing education course is designed for the general public and provides instruction on the poetry of four-time Pulitzer Prize winner, Robert Frost, from a variety of perspectives. Topics include Frost’s biography, Frost’s poems, the Instructor’s publications regarding Frost, and analysis of meaning and poetic values.

Course Outcomes:

1. Define and discuss their own personal response to Frost's poetry.
2. Demonstrate increased knowledge of Robert Frost by analyzing several of his poems.
3. Identify characteristics of the craft of Frost's poetry.
4. State poetic values in each poem during class discussion.

Put Your iPad to Work

LLI 639

This continuing education course is designed for the general public and will introduce students to the iPad touch screen technology. Topics covered in class include: how to use apps; how to access the internet, take and store high quality photos, use GPS maps, keep contact lists, manage music files and other functions; how to find, download and organize apps.

Course Outcomes:

1. Use GPS maps
2. Organize and download apps.
3. Use apps to store and organize digital photographs.
4. Use pass to manage contacts and music files.
5. Take notes at meetings.

Rebellion and Rebirth in Film and Literature

LLI 807

This continuing education course is designed for the general public and provides a look at books and films in terms of genre, era, moral or ethical decisions, adaptations, and universal themes. Topics include: power, justice and peace, reconciliation and truce, crossing boundaries, crossing cultures, self-actualization or self discovery, rebellion and rebirth.

Course Outcomes:

1. Define the limits of film when adapted from literature.
2. Compare and contrast film and literature settings (time and place, eras) and genres.
3. Debate and evaluate various ethical situations.
4. Analyze point of view and how that influences the reader.
5. Identify categories and characteristics of laws and traditions discussed.
Retirement - Successful Strategies

LLI 851

This continuing education course is designed for the general public and provides the opportunity to examine the scientifically proven keys to a successful retirement. Topics include: avoiding or managing disease/disability; engagement with life; maintaining high cognitive and physical functioning; and planning for the future.

Course Outcomes:

1. Identify the 4 components of successful retirement and how they contribute to physical and emotional well being.
2. Describe community resources available to assist individuals as they make the transition from full time work.
3. Develop an individual blueprint for retirement with the knowledge and information gained from this course.

Retirement Distribution Strategies for Persons with High Net Worth

LLI 161

This continuing education course is designed for the general public and provides instruction on how to best access their retirement plans/IRAs/qualified plans in order to minimize taxes as well as preserve the account to last throughout retirement years. Topics include: new IRS regulations relating to Required Minimum Distributions (RMD); life expectancy tables; decisions to be made at the death of the participant; beneficiary designation selection; and coordinating a will/trust with retirement plan beneficiaries.

Course Outcomes:

1. Demonstrate the ability to calculate RMD.
2. Identify the three life expectancy tables that can be used to determine RMD.
3. Analyze double taxes (income & real estate) that can result in a big loss in plan values at death.
4. Identify 3 tax saving strategies.

Salvatore Dali and Surmounting the Surreal

LLI 843

This continuing education course is designed for the general public and provides an insight into the contributions of a vital character, Salvatore Dali, of the surreal period. Topics include Salvatore Dalia's domination of 20th Century surrealism, analysis of Dali's work, the surrealism movement, 20th century art, physics, and psychology as it relates to Dali.

Course Outcomes:

Identify six to ten of Salvatore Dali’s most influential paintings.
Discuss Salvatore Dali’s life and the movements that he represented.
Compare the aesthetics surrealism in context of the new physics and the art of psychoanalysis.
Discuss psychology, the unconscious, and Salvatore Dali’s unique representations of surrealism.
Analyze some of the critical reviews of Salvatore Dali’s work.
### Sculpture

**LLI 557**

This continuing education course is designed for the general public and provides instruction on developing skills in the studio area of sculpture. Topics include: basic techniques involved in additive and subtractive methods in both relief sculpture and sculpture in the round; developing proficiencies with materials and techniques of sculpture, expanding their understanding of the field, and integrated references to art history and concepts of aesthetics.

**Course Outcomes:**

1. Demonstrate technical proficiency and safe use of sculptural tools in a variety of materials.
2. Demonstrate knowledge and use of additive and subtractive sculptural processes.
3. Analyze a piece of sculptural work in the context of art history.
4. Develop a personal expression in three-dimensional works.

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### Sculpture - Additive and Subtractive

**LLI 817**

This continuing education course is designed for the general public and provides instruction on developing skills in the studio area of sculpture. Topics include: basic techniques involved in additive and subtractive methods in both relief sculpture and sculpture in the round; developing proficiencies with materials and techniques of sculpture, expanding their understanding of the field, and integrated references to art history and concepts of aesthetics.

**Course Outcomes:**

1. Demonstrate technical proficiency in the creation of sculpture.
2. Demonstrate knowledge and use of additive and subtractive sculptural processes.
3. Analyze a piece of sculptural work in the context of art history.
4. Develop a personal expression in three-dimensional works.

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### Sculpture - Form as Weight

**LLI 818**

This continuing education course is designed for the general public and provides instruction on developing skills in the studio area of sculpture. Topics include: studying form as weight, understanding classical and contemporary sculpture, developing proficiencies with materials and techniques of sculpture, expanding their understanding of the field, and integrated reference to art history and concepts of aesthetics.

**Course Outcomes:**

1. Demonstrate technical proficiency in the creation of sculpture.
2. Demonstrate understanding of classical and contemporary sculpture.
3. Demonstrate the ability to analyze a form as simple geometric mass.
4. Develop a personal expression in three-dimensional works.
Shakespeare’s Star Power

LLI 709

This continuing education course is designed for the general public and provides an understanding of the ways that the meaning of a particular Shakespeare play can shift according to time, place, and medium (stage, film, graphic novel). Topics include: the difference between fiction, biography, and source material; a study of Romeo and Juliet and The Merchant of Venice; an analysis of adapting Shakespeare to film; and Shakespeare’s adaptability over time.

Course Outcomes:

1. Identify the myths about Shakespeare that "Shakespeare in Love" perpetuates.
2. Classify some fundamentals about Elizabethan theatre.
3. Articulate the ideas that Shakespeare explores in his plays, Romeo and Juliet and The Merchant of Venice.
4. Analyze the way an adapter such as Baz Lurmann uses other film genres, music, and other television media to set his "visual world" in the world of the movies.
5. Formulate ideas about Shakespeare adaptation and articulate them in class.

Some Great Novels of Our Lifetime

LLI 828

This continuing education course is designed for the general public and provides an opportunity to read and discuss works of fiction of the past fifty years that have enduring significance. Topics include: qualities of a work that make for literary excellence; how writers of fiction "make meaning"; how a work inevitably focused on a small area of human experience can achieve wide significance.

Course Outcomes:

1. Identify the core ideas of a work of fiction.
2. Articulate the qualities that make a work of fiction estimable.
3. Relate a work of fiction to their own experiences and observations.
4. Explain how writers"make meaning".
5. Discuss merit based on their own tastes from evaluations arrived at more objectively.

Street Photography

LLI 839

This continuing education course is designed for the general public and provides an introduction to the genre of street photography by exploring the history, techniques, equipment and ethical considerations. Topics include: photographic techniques to capture street photography images, history of the genre of street photography, practice of photographic skills as homework assignments, critique and analysis of participant’s street photographs.

Course Outcomes:

Distinguish how street photography as a genre is different than photojournalism, documentary and travel photography.
Determine the equipment best suited for street photography.
Demonstrate an understanding of how composition is used to affect the final image.
Review the origins of street photography and how it has become accepted as an art form.
Discuss the issues surrounding privacy and ethics concerning street photography.
The Art of Listening: A Fresh Look at Music You Love

LLI 716

This continuing education course is designed for the general public and provides an in-depth exploration of what to listen for in selected musical genres and specific pieces. Topics include: form and musical analysis of selected musical works; critical listening skills; survey of composer’s life and music; defining elements of musical genre and selected works including key or unique characteristics.

Course Outcomes:
1. Discuss musical styles and genres and identify five salient characteristics.
2. Apply critical listening skills to listening to a specific piece of music.
3. Describe basic musical forms and structures.
4. Discuss highlights of the composer’s life, music, and milieu.

The Great Masters of Post-Impressionism

LLI 696

This continuing education course is designed for the general public and provides instruction on developing skills in understanding the history and styles of post-impressionistic artists. Topics include examining artistic styles for expressing emotions, Paul Gauguin, Georges Seurat, and Vincent Van Gough.

Course Outcomes:
1. Identify the artistic development and essential characteristics of the styles of Paul Gauguin, Georges Seurat and Vincent Van Gough.
2. Define the essential facts of each artist's biography.
3. Compare and contrast the styles of these artists.
4. Identify at least three key innovations of each of these artists.

The Great War That Changed the World

LLI 820

This continuing education course is designed for the general public and provides an overview of the Great War. Topics include: the great battles on the Western and Eastern Fronts and also, those in the Middle East; the great battles on the high seas and in the air will be examined and explained; the impact of emerging technology in arms and tactics will be discussed; and the impact of the Great War on the social, political, military, and technological development of the rest of the century.

Course Outcomes:
1. Discuss the historical context in which the First World War developed and how it contained the seeds for the next world war.
2. Identify the various classes of aircraft types, their uses and how they were developed.
3. Classify the uses and types of the various armaments.
4. Recognize the importance of the economic, social, and political factors involved in unrestricted submarine warfare and why it was necessary.
The History of Space Exploration
LLI 815

This continuing education course is designed for the general public and provides an introduction to the history of space exploration. Topics include: early experimentation with rockets up to the V-2, the Space Race, the Space Shuttle Misions, the International Space Station, interplanetary probes and the search for Exo-Planets.

Course Outcomes:
1. Recognize the importance of the economic, social, and political factors involved in space exploration.
2. Identify the various classes of space vehicles.
3. Classify the uses of missiles and rockets.
4. Explain the differences between liquid and solid propelled rockets.
5. Describe the historical context in which space flight was first envisioned to the exploration of the Solar System and the search for earth-like planets in other star systems.

The Life and Work of Georgia O'Keeffe
LLI 695

This continuing education course is designed for the general public and provides an extensive and intimate look at the life and work of Georiga O'Keeffe, an American artist. Topics include: the most significant artistic phases of her long career; the artistic climate in the USA at the time and the way in which European art brought about changes; her use of color, shape and form to tell a story and her success in staying true to her vision.

Course Outcomes:
1. Discuss and name the major artistic phases of O'Keeffe.
2. Describe the climate of American art at the time O'Keeffe was working.
3. Discuss the impact of O'Keeffe's personal life on her art.
4. Demonstrate an understanding of O'Keeffe's use of color, shape, and form to tell a story.

The Life and Work of Rembrandt van Rijn
LLI 844

This continuing education course is designed for the general public and provides an extensive and intimate look at the life and work of Rembrandt van Rijn, one of the most influential artists of the Western World. Topics covered in class include: the influence of his surroundings on his art work; his skills in painting and printing; Rembrandt’s relationship with collectors and patrons; reasons for his choice of subject matters to portray (e.g. Biblical and political); his personal relationships; the causes of his hardships and his lasting impact on art.

Course Outcomes:
1. Discuss the major artistic phases of Rembrandt.
2. Articulate the influence of Rembrandt on painting/printing of his time.
3. Discuss the impact of Rembrandt’s personal life on his art.
4. Demonstrate the ability to understand Rembrandt’s use of formal composition.
5. Engage in meaningful conversation regarding Rembrandt’s choice of subject matter as it relates to 17th Century Holland.
The Marvelous Real: The Works of Gabriel Garcia Marquez

LLI 835

This continuing education course is designed for the general public and provides an in-depth look at a selection of works by Latin American Gabriel Garcia Marquez. Topics covered in class include: literature, short-stories, Latin America, and magic-realism.

Course Outcomes:

- Identify the main characteristics of Magic Realism.
- Evaluate the continuity in Garcia Marquez’s journalism and short stories/novels.
- Describe the major themes in Garcia Marquez literary universe.
- Compare the relationship between Garcia Marquez mythology and the social history of Colombia (and Latin America).

The Rat Pack

LLI 823

This continuing education course is designed for the general public and provides a critical appraisal of the legendary Rat Pack: their music, performances, back-story and impact on popular culture and society. Topics include: the history and events in the Rat Pack storyline; the Rat Pack’s internal and external issues and struggles, especially with traditional customs and attitudes; and the Rat Pack’s influence on popular culture at the close of the post-WWII era.

Course Outcomes:

- Identify the key landmarks in the Rat Pack story line.
- Summarize the highlights of Rat Pack performances, history and back-story.
- Assess the Rat Pack’s influence on civil rights and contemporary social mores.
- Critique the significance and popularity of Rat Pack performances.
- Appraise the impact of the Rat Pack on American popular culture.

Topics in Montgomery County History

LLI 845

This continuing education course is designed for the general public and provides an overview of historical topics relating to Montgomery County. Topics include: an overview of Montgomery County's past, prominent Montgomery County families, founding town and cities; and local legends and folklore.

Course Outcomes:

- Explain the significance of prominent families.
- Discuss the growth and development of varies county cities and towns.
- Explore local legends and folklore.
Treasures of the National Gallery of Art

LLI 725

This continuing education course is designed for the general public and provides historical background and analysis of art masterpieces located at the National Gallery of Arts in the lecture format. Topics include: historical and socio-political influences of the time period; artistic influences of the time period; overview of the arts of the group of artists of the specific time period and discussion of their lives and artistic styles; the National Gallery of Art - history.

Course Outcomes:
1. Identify five - ten individual artists’ creative personalities, to recognize their other works.
2. Apply knowledge about works’ socio-cultural context to themes employed. Analyze several paintings.
3. Identify and name five - six artistic innovations to previous and subsequent developments.
4. Evaluate how institutional history & private patronage has influenced collection.

U.S. Women’s History: From Suffrage to Now -100 Years

LLI 816

This continuing education course is designed for the general public and provides an overview of twentieth century women’s history. Topics include: women agitating for the right to vote; women in the military from World War I to the present, women in entertainment, women in politics, and women in Science.

Course Outcomes:
1. Discuss women in military service from World War I to Operation Enduring Freedom and Operation Iraqi Freedom.
2. Analyze the struggles and successes that women experienced during the tumultuous twentieth century.
3. Recognize the power of artistic expression in changing the role of women in the twentieth century.
4. Identify 4 -- 6 women that challenged gender stratification.
5. Discuss the people and events that brought about women’s right to vote.

Varieties of Romantic Experience

LLI 717

This continuing education course is designed for the general public and provides an experience in critical reading of many kinds of literature from many periods dealing with romantic love in its many forms. Topics include: the variety of forms and outcomes that romantic love can take; the strategic choices authors make in deciding how to represent those relationships; and the ways attitudes toward various forms of romantic love do—or do not--change over the centuries.

Course Outcomes:
1. Identify and compare the literary conventions peculiar to different periods of literary history as well as noting the continuities.
2. Identify the assumptions various authors make about the nature of romantic relationships and compare them.
3. Compare current conventions for talking about romantic love with those of the past.
4. Analyze literature in a variety of forms (poetry, novellas drama) with greater understanding.
Montgomery College, Workforce Development & Continuing Education
Noncredit Course Descriptions and Outcomes
Community Education

Water Exercise
LLI 563
This continuing education course is designed for the general public and provides instruction on stimulating exercises for optimum fitness. Topics include: water resistance for developing muscle tone, increased endurance, and figure improvement; water buoyancy for aiding relaxation, endurance, flexibility, and figure improvement; and stress and tension release through creative exercises in shallow water.

Course Outcomes:
1. Develop a repertoire of water exercises that will benefit various body areas and muscle groups.
2. Develop a sense of coordination, rhythm, and agility through participation in a combination of water exercise routines.
3. Explain the physiological benefits that can be attained through regular participation in an exercise program.
4. Conduct a fitness assessment to evaluate one's own level of fitness.

Watercolor Techniques I
LLI 609
This Continuing Education course is designed for the general public and it will explore the beauty and magic of watercolor painting through a structured series of exciting classes that focus on basic watercolor techniques. Topics will include: various washes; basic drawing; and still life painting.

Course Outcomes:
1. Demonstrate an understanding of artistic composition, color theory, design, and texture.
2. Discuss how to mix and blend colors.
3. Demonstrate the ability to make two-dimensional shapes appear three-dimensional by using perspective or shading.
4. Develop a personal style of painting, and create original artwork.
5. Demonstrate the ability to utilize all elements of art, including overlapping, color, detail, size, and placement.

Watercolor Techniques II
LLI 514
This continuing education course is designed for the general public and provides instruction on how to paint watercolor landscapes and seascapes using various washes. Topics include: "Wet-in-wet" and dry brush on wet and dry paper; mixing and blending colors; perspective and shading; and composition, color theory, design, and texture.

Course Outcomes:
1. Apply mixing and blending techniques.
2. Demonstrate the ability to make 2 dimensional shapes appear three-dimensional by using perspective or shading.
3. Demonstrate artistic composition, color theory, design, and texture.
Weight Training Designed for Women

LLI 562

This continuing education course is designed for the general public and provides instruction on the design and implementation of individualized weight training programs to meet the specific muscular fitness needs and interests of women. Topics include: evaluating the potential benefit of weight training exercises to increase lean body tissue, reduce body fat, improve bone density, and develop firmer, more efficient muscles for enhanced appearance and performance; and conditioning techniques that focus on the utilization of weight resistance machines and free weights.

Course Outcomes:

1. Identify the unique benefits of weight training activities for women.
2. Discuss sex differences associated with strength development.
3. Identify the basic physiological responses and adaptations of the female body to resistance training.
4. Assess selected major muscle groups, and the joint actions involved while performing exercises on the weight training modalities available in the program.
5. Explain basic scientific training principles involved in the development of strength fitness programs.

Wisdom Literature

LLI 837

This continuing education course is designed for the general public and provides an opportunity to explore works of wisdom literature; how to read wisdom literature; and the difference between Eastern and Western wisdom literature.

Course Outcomes:

Compare ancient and modern contexts of Psalm 23.
Identify meanings assigned to the Book of Job.
Analyze the trigrams used in the I Ching.
Assess the use of paradox in the Tao Te Ching.
Articulate the primary Confucian ideals in the Analects of Confucius.
Women in the Civil War in Montgomery County

LLI 826

This continuing education course is designed for the general public and provides a multi-media program that will bring to life women of the the Civil War, educate the class on women’s history during the Civil War in Montgomery County, and identify many local women of note who participated in the War effort and were affected by it. Topics include: a brief explanation of Montgomery County as a war zone; the life and times of local women living in and near the war zone; historically important local women residents who participated in the War and were affected by it; nursing during the Civil War; a courageous woman who stood up to the Confederate Army in 1963; and women spies in the Civil War.

Course Outcomes:
1. Describe what it was like for women of Montgomery County during the tense times of the Civil War.
2. Report accurately about important and historical local Montgomery County women who participated in the War effort and were affected by the War.
3. Understand the reasons for Rockville’s Dora Higgins’ courageous actions when facing the Confederate Army in 1863.
4. Understand and explain the new nursing profession during the Civil War and its struggles to establish itself.
5. Identify important local women who served as spies during the Civil War.

World Cultures

LLI 803

This continuing education course is designed for the general public and provides an exploration of one culture area in a particular geographic region from an anthropological perspective. Topics include: prehistory, colonialism, cultural systems, modernization, and globalization of the region.

Course Outcomes:
1. Analyze cultural features such as religious practices and political, economic, and social systems for the people in the geographic area.
2. Describe the prehistory of indigenous people in the region, including the ecology and the geography of the area.
3. Explain the impact of conquest and culture contact on indigenous peoples in the region over time.
4. Interpret anthropological literature and ethnographic case studies to understand contemporary cultures in the region.
5. Recognize the ongoing processes of modernization and globalization and evaluate their effects on present day problems and future prospects in this region.
World History: A Comparative Survey from A.D. 1500 to Present

LLI 643

This continuing education course is designed for the general public and provides an in-depth look at the political, economic and social developments in the various parts of the world. Topics include: the scientific and industrial revolutions; Western dominance of the non-Western world; rise of Marxism, revolutions, the effects of two world wars; the struggles to modernize.

Course Outcomes:

1. Describe the development and explain the significance forms of the political, economic and social systems in major parts of the world between 1500 - present.
2. Identify the key events that occurred and transformed these nations.
3. Identify political forces, industrialization and class struggles that brought in wars and revolutions.
4. Articulate challenges and experiences faced by the different societies and how it changed their culture.

World History: A Comparative Survey from the Ancient World to A.D.1500

LLI 610

This continuing education course is designed for the general public and provides an in-depth look at the world’s great cultures, religious, and political systems. Topics include: emerging civilizations; religious, social, and political systems in the East; past cultural influences and their impact on today’s culture.

Course Outcomes:

1. Describe the development and explain the significant forms of the political, social and religious systems.
2. Identify the key events that occurred and transformed these rising nations.
3. Compare the world today with the past eras such as Paleolithic, Neolithic, Mesopotamia, Assyrian Empire, Byzantine Empire, and others.
4. Articulate challenges and experiences faced by the different societies and how it changed their culture.

Writing Memoirs, Writing Memories

LLI 543

This continuing education course is designed for the general public and provides instruction on personal writing including the frustrations and the fun of the writing process. Topics include: rhetorical strategies, editing and revisions, and writing for others.

Course Outcomes:

1. Improve writing process by using proper grammar. Develop appropriate writing style.
2. Implement rhetorical strategies in writing memoris, based on audience and purpose.
3. Complete assigned written tasks.
4. Edit and revise to improve the presentation.
NLI Nonprofit Leadership Institute

The seminar for mid-level nonprofit managers is highly interactive and covers practical approaches to leadership, planning, program development, supervision, communication and community engagement. Visit the link below for more information on this program

http://cms.montgomerycollege.edu/wdce/nonprofitleadership.html

Nonprofit Management Boot Camp

NLI 014

The Nonprofit Management Boot Camp is designed to challenge and cultivate the skills of mid-level administrators (program directors and program managers), directors and those new to management. It is ideal for those individuals who find themselves managing personnel and programs and who desire to participate in a professional development program. Participants in the program will learn key issues affecting the nonprofit sector; program development, implementation and evaluation skills; fundamentals of human resources and finance; an overview of effective leadership in the nonprofit sector; how to enhance leadership strengths and skills; and how to improve meeting management, presentation and public speaking skills.

Course Outcomes:

Outcomes are not available.

Nonprofit Management Boot Camp Component 1

NLI 010

The Nonprofit Management Boot Camp is designed to challenge and cultivate the skills of mid-level administrators (program directors and program managers), directors and those new to management. It is ideal for those individuals who find themselves managing personnel and programs and who desire to participate in a professional development program. In this semester, component 1, participants will learn how "mission matters," as well as the essentials of program development and evaluation.

Course Outcomes:

1. Explain the role of agency mission in guiding decision making.
2. Evaluate your organization's mission statement as a decision making tool.
3. Evaluate conflict of interest policies.
4. Identify measurable outcomes that indicate program effectiveness and alignment with mission fulfillment.
5. Identify tools, ideas, and best practices in program development and evaluation from leading organizations.
Nonprofit Management Boot Camp Component 2

NLI 011

The Nonprofit Management Boot Camp is designed to challenge and cultivate the skills of mid-level administrators (program directors and program managers), directors and those new to management. It is ideal for those individuals who find themselves managing personnel and programs and who desire to participate in a professional development program. In this semester, component 2, participants will learn human resources fundamentals and meeting management and presentation skills.

Course Outcomes:

1. Develop a job description that has performance indicators and clear expectations.
2. Develop performance evaluation tool that aligns with job description.
3. Identify key components of effective personnel policies.
4. Identify facilitation and presentation skills that support engagement and learning.
5. Describe ways to present which support different learning styles.

Nonprofit Management Boot Camp Component 3

NLI 015

This continuing education course is one in series of existing courses designed for mid-level administrators (directors and those new to management of nonprofit organizations) and provides instruction on developing career skills in nonprofit management and leadership. Topics include: fundraising, advocacy and leadership competencies such as influencing others.

Course Outcomes:

1. Build external relationships with fundraising, advocacy and networks.
2. Identify techniques to influence others.
3. Explain principles of cultural competency.
4. Evaluate leadership assessment results.
5. Identify the importance of creating capacity for personal development of self and others.

Nonprofit Management Boot Camp Component 3

NLI 012

The Nonprofit Management Boot Camp is designed to challenge and cultivate the skills of mid-level administrators (program directors and program managers), directors and those new to management. It is ideal for those individuals who find themselves managing personnel and programs and who desire to participate in a professional development program. In this semester, component 3, participants will learn finance fundamentals.

Course Outcomes:

1. Identify the essential components of nonprofit financial statements and explain what purpose and audience they serve.
2. Prepare a project based budget framework for building an organizational budget.
3. Explain the importance of financial management as a strategic tool.
4. Create revenue and expense models for budgeting.
Nonprofit Management Boot Camp Component 4
NLI 013

The Nonprofit Management Boot Camp is designed to challenge and cultivate the skills of mid-level administrators (program directors and program managers), directors and those new to management. It is ideal for those individuals who find themselves managing personnel and programs and who desire to participate in a professional development program. In this semester, component 4, participants will learn the art and practice of leadership.

Course Outcomes:

1. Define leadership competencies
2. Identify techniques to influence others.
3. Explain principles of cultural competency.
4. Evaluate leadership assessment results.
5. Identify the importance of creating capacity for personal development of self and others.
NPT  Nonprofit Leadership Institute
The seminar for mid-level nonprofit managers is highly interactive and covers practical approaches to leadership, planning, program development, supervision, communication and community engagement. Visit the link below for more information on this program
http://cms.montgomerycollege.edu/wdce/nonprofitleadership.html

Nonprofit Leadership Boot Camp
NPT 001
This continuing education course is designed for mid-level nonprofit managers. Topics include practical approaches to leadership, planning, program development, supervision, communication, and community engagement.

Course Outcomes:
1. Utilize affinity group assessment and leadership dialog tools within their own teams and groups.
2. Examine the role a community-based vision, organizational values, and a clearly articulated approach to change play in aligning and driving the efforts of an organization.
3. Identify key benchmarks/evaluation criteria for evaluating program efficacy and effectiveness and build evaluation process into the program design.
4. Determine personal leadership desires and capacities and develop strategies for being able to lead from their position within the organization.
5. Use the online portal to pose questions for appropriate direction and resources to support continued learning.
ACET Applicant Evaluation

PRD 025

Course description is not available.

Course Outcomes:
Outcomes are not available.

ACET INSTITUTE ONLINE RESOURCE

PRD 551

Course description is not available.

Course Outcomes:
Outcomes are not available.

Basic Public Speaking/Leadership Skills

PRD 195

Learn the basic elements of public speaking, leadership skills, and other tricks of the trade. This course will help you speak with confidence as you prepare weekly public speaking assignments while receiving constructive feedback. Materials re-enforcing public speaking and leadership concepts are included.

Course Outcomes:
1. Articulate with confidence and build self-esteem.
2. Identify their own communication style and develop it effectively.
3. Demonstrate improvements in oral communication.
4. Develop the communication skills needed to become

Getting Paid to Talk: Making Money with Your Voice

PRD 560

Course description is not available.

Course Outcomes:
Outcomes are not available.
Health in the Later Years

PRD 568

This continuing education course designed for individuals engaged in caring for an aging population familiarizes the student with normal age-related changes in human body systems. Topics include: explore acute/chronic illness; mental health/illness; and medication use. Acquisition and maintenance of good health for the older adult in terms of nutrition, physical activity, sexual function, and appropriate use of the health care system.

Course Outcomes:

1. Describe common acute and chronic illnesses seen in the older adult population.
2. Describe the incidence, prevalence, and prevention of accidents for the older adult.
3. Discuss issues of health promotion, disease prevention, health care utilization, and death/dying as applied to the older adult.
4. Discuss issues of mental health, illness, and addiction in the population with advancing age.
5. Distinguish between age-associated and age-related changes in body systems.

Income Tax Preparation

PRD 009

This course is designed to instruct participants in the basics of income tax preparation so that they may gain entry-level employment as tax preparers of individual tax returns. The first part of the course will focus on short forms (1040EZ and 1040A) and basic itemized returns. The second part will emphasize more complicated long forms.

Course Outcomes:

1. Identify basic tax forms, W2s, filing status, exemptions, dependents.
2. Prepare short forms (10450EZ and 1040A) and basic itemized returns, including earned income credit, child care credit, standard and itemized deductions, employee business expenses.

Interdisciplinary Teaching and Middle School Organization

PRD 205

This course will serve as an additional module for those candidates accepted to the Alternative Certification for Effective Teachers (ACET) program who are seeking certification in Middle School Mathematics or Science. Topics include: structure and benefits of interdisciplinary teaming in the middle school; curriculum mapping; researching math and science middle school curriculum frameworks; and designing and delivering interdisciplinary math/science lessons.

Course Outcomes:

1. Identify the benefits of interdisciplinary teaming for students, teachers, and parents.
2. Describe the process of interdisciplinary planning, instruction, and curriculum mapping.
3. Create an interdisciplinary lesson plan using MCPS middle school math and science curriculum.
**Maryland Individual Tax Preparer Continuing Education**

**PRD 564**

This continuing education course is designed for individual tax preparers and fulfills the Maryland Board of Individual Tax Preparers continuing education requirement. Topics include: Maryland State Income Tax; ethics; federal tax law and tax law updates.

**Course Outcomes:**

1. Complete steps to renew status as an individual tax preparer in the state of Maryland.
2. Explain recent federal tax law updates and filing practices.
3. Apply ethical practices to their work as individual tax preparers.
4. Identify issues and respond to client inquiries about Maryland and federal income taxes.

**Maryland Individual Tax Preparer Exam Test Prep**

**PRD 565**

This continuing education course is designed for individuals interested in becoming individual tax preparers in Maryland and provides students with the information needed to successfully pass the Maryland individual tax preparer competency test. Topics include: current tax year form 1040 series; and its related schedules and Maryland form 502.

**Course Outcomes:**

1. Understand license requirements and register for the competency exam.
2. Apply test taking techniques to complete all exam questions within the testing period.
3. Distinguish between course theory and real world industry practices.
4. Utilize the practice test to become familiar with the question format on the competency exam.

**Methods of Teaching Secondary Students (PRD 543)**

This course provides an overview of teaching methodology for effective instruction for prospective and non-certified secondary teachers. Topics include: theory and practices, research-based instructional models, multiculturalism, classroom management, and inclusion of students with special needs. Maryland State Standards and MCPS curriculum documents will be used in the course.

**Course Outcomes:**

1. Define a learning environment that is conducive to learning and teaching.
2. Explain the relevance of curriculum to instructional planning and the organization of instruction.
3. Create goals and objectives coordinated with secondary curriculum an
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<tr>
<th>Course Title</th>
<th>Course Code</th>
<th>Description</th>
<th>Course Outcomes</th>
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<tr>
<td>Notary Public Duties, Responsibilities, and Procedures</td>
<td>PRD 203</td>
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| Principles of Action Research                    | PRD 555     | This course provides an overview of action research methods and models. The participants will examine the components of action research and evaluate existing action research articles. Each participant will develop an action research proposal, and complete several web-based assignments related to proposal development. Students will write up and present their findings and conclusions to the class. | 1. Define action research and its components and procedures.  
2. Examine the components through web-based assignments.  
3. Evaluate action research articles using quality research indicators.  
4. Develop proposals for Action Research |
| Principles of Diversity                          | PRD 546     | Teachers discuss role of cultural, linguistic and ethnic diversity and their impact on school settings and classrooms. Emphasis is on positive social interactions and creative supportive learning environments for all students. | 1. Define diversity and discuss current issues in the field.  
2. Identify and discuss the characteristics of student sub-groups, including students with disabilities, ELL students, and students from culturally and ethnically diverse backgrounds.  
3. O  |
Principles of Human Development and Learning Theory

PRD 547

Teachers discuss the principles of psychology that relate to the teaching-learning process. Topics include theories of learning and cognitive development, motivation, individual differences, measurements, and evaluation. The needs of secondary students are specifically addressed.

Course Outcomes:
1. Compare and contrast various learning theories (e.g., Bandura, Pavlov, Skinner).
2. Identify the stages of Piaget’s Cognitive Development Stages.
3. Identify and compare and contrast characteristics of adolescents from ages 9-14 and 15-19.
4. Ex

Principles of Secondary Assessment (PRD 544)

This course is an introduction to tests and measurement in an educational setting. Students develop, use and interpret classroom assessments, including tests and performance assessments, rating scales, portfolios, and observations. Basic standard setting, grading, testing ethics, locating and evaluating measures, program evaluation, and classroom research are also presented.

Course Outcomes:
1. Explain the relationship among teaching, assessment, testing, measurement and evaluation.
2. Identify common purposes of assessment and uses of assessment data.
3. Discuss specific techniques and tools appropriate for specific learning tasks and e

Resident Teacher

PRD 557

This course provides individualized support to resident teachers as they begin their first semester of teaching. All participants will complete a focus group activity that will serve as a needs assessment for course content. Students will read and discuss best practices articles. The students will learn methods to avoid burnout. Class members will engage in problem solving activities that focus on daily problems faced by group members in their teaching.

Course Outcomes:
1. Define the issues faced daily by participants in their resident teacher assignments.
2. Read and discuss selected articles dealing with best practices in identified areas of need.
3. Identify methods to prevent teacher burnout.
Secondary Collaboration Models and Communication Skills (PRD 545)

This course is designed to teach future teachers the many forms of collaboration in the secondary school. The course includes: interpersonal communication, problem solving, cultural diversity, teaming and co-teaching models. Students explore techniques that promote effective communication and collaboration among individuals to promote effective teaching and learning.

Course Outcomes:
1. Demonstrate critical skills for effective communication.
2. Describe the various models of collaboration in today’s schools.
3. Define various interactive teaming and co-teaching approaches and describe their utility.
4. Identify techniques for

Secondary Lesson Planning

PRD 558

This course is designed to teach future teachers how to plan and deliver effective lessons in the secondary classroom. The course includes multiple methods of instruction in planning and lesson presentation. The focus will be on planning direct instruction, cooperative, and inquiry-based lessons. The students will teach two of their lessons to the group.

Certification approved through Maryland State Department of Education.

Course Outcomes:
1. Develop a unit plan and teach using lesson plans that specify appropriate objectives, activities, and content.
2. Demonstrate effective use of a variety of instructional models.
3. Demonstrate effective use of strategies for makin

Teaching as a Profession

PRD 566

This continuing education course is designed to provide students with a general overview of the teaching profession. Topics include: rewards and challenges of the teaching profession; national policies and laws guiding educational reform and the various models of education; basics of teaching methodologies including lesson planning, class management and assessments; specifics on career and certification possibilities.

Course Outcomes:
1. Identify the rewards and challenges of the teaching profession
2. Discuss current policies and laws guiding educational reform trends
3. Differentiate between the different education models (public, private, etc.)
4. Identify key skills in teaching including lesson planning and assessments
5. Review different routes and programs to earning a teaching degree/certification
Teaching Internship

PRD 550

Course description is not available.

Course Outcomes:

Outcomes are not available.

Teaching Students with Exceptionalities (PRD 549)

PRD 549

Teachers discuss psychological, sociological and medical characteristics of exceptional learners: intellectual disabilities, learning disabilities, emotional or behavioral disorders, communication disorders, hearing impairments, visual impairments, physical disabilities, and giftedness. Special emphasis on learning disabilities as they impact the secondary student population and multicultural and bilingual implications. Individual differences and the impact of culture and experience on them.

Course Outcomes:

1. Compare and contrast disability-related laws, including IDEA, the Rehab Act, in engine and Americans with Disabilities Act.
2. Identify the various components of an Individualized Education Program.
3. Identify the 13 categories of disabilities un
PRF Personal Finance

Personal finance, investing, retirement strategies, etc. Visit the link below for more information on this program.

http://cms.montgomerycollege.edu/wdce/ce/lifelonglearning/personalfinance.html

A Revolutionary Approach to Personal Investing

PRF 126

This course is designed to give participants the tools they need to build an optimal investment portfolio through education, planning and utilizing Web-based resources. Through the use of online course materials students will be shown how to create an investment plan, structure an efficient portfolio, and identify and analyze investments using Web resources.

Course Outcomes:

1. Create an investment plan that meets their unique financial profile.
2. Develop an understanding of equity types and investing vehicles available in the market.
3. Utilize Web resources to identify, analyze, and select investments appropriate for their portfolios.
4. Describe basic investing concepts.
5. Create a portfolio structure for each investment goal, including asset allocation and diversification.

Divorce, Money, and You

PRF 135

Course description is not available.

Course Outcomes:

Outcomes are not available.

Fundamentals of Investing

PRF 091

Whether you are a new or experienced investor, understanding investment concepts is a key to success. Topics discussed include roadblocks to creating wealth and how to overcome them; how much risk makes sense; formulating a financial plan; concepts behind stocks, mutual funds, corporate/government/municipal and zero coupon bonds; CDs; planning for retirement and children's education; annuities; tax-advantaged investments; and most important, a philosophy of investing.

Course Outcomes:

1. Describe basic investing concepts.
2. Make appropriate bond selections
3. Develop an understanding of how to reduce risk and increase return.
4. Develop an understanding of investment choices and options.
5. Establish realistic objectives.
6.
### Health Care Insurance for Retirement
#### PRF 139
This continuing education course is designed for individuals who have just retired or who are within 10 years of retirement. This course will help individuals to develop skills in projecting their insurance expenses and determine cost of supplemental coverage. Topics include: Medicare; Medicare Advantage Plans and Long-Term Care plans; tax-advantaged plans to save on insurance cost; projection of costs and costs of supplemental coverage.

**Course Outcomes:**
1. Project personal health care expenses prior to age 65.
2. Determine cost of supplemental coverage at age 65.
3. Evaluate ability to pay for health care not covered by federal or state programs.
4. Take steps to improve future ability to fund health care.

### In-Depth Investment Skills: How to Become a Savvy Investor
#### PRF 122
This course is designed to provide a comprehensive examination of the investment tools needed to take charge of an investment portfolio, regardless of its size. Students will learn the pros and cons of investing in stocks, bonds, exchange traded funds, REITs, convertibles, and mutual funds. Emphasis is on practical techniques that can be used to improve investment return.

**Course Outcomes:**
1. Use asset allocation and diversification to reduce risk and increase return.
2. Describe basic investing concepts.
3. Describe types of investments available to individuals.
4. Develop an understanding of tax deferred investments (401k, IRA) vs. taxable investments.
5. Construct a diversified portfolio.

### Little Known Secrets of Paying for College
#### PRF 136
Course description is not available.

**Course Outcomes:**
Outcomes are not available.

#### PRF 115
Course description is not available.

**Course Outcomes:**
Outcomes are not available.
Maximizing Social Security Benefits

PRF 141

This continuing education course is designed for the general public and provides instruction on Social Security and the nuances of how/when to receive benefits. Topics include: individual and couples’ benefits, special situations for widows and ex-spouses, and reductions due to federal pensions and taxation of benefits.

Course Outcomes:

1. Compare Social Security benefit at age 62, full retirement age, and age 70.
2. Assess what combination of spousal/primary benefit is best.
3. Define sources of retirement income other than Social Security.
4. Distinguish between the decision to retire and the decision to begin benefits.

Retirement Income: Plan to make your investments last longer than you do

PRF 134

Course description is not available.

Course Outcomes:

Outcomes are not available.

Retirement Planning Today

PRF 119

This course is designed to teach participants about the many ways to save for retirement as well as the advantages and disadvantages of each. Discover how to save money on taxes, manage investment risks and protect your assets from potential long-term health care expense. This course also teaches participants how to assess their financial situation and develop a personalized plan to achieve their retirement goals.

Course Outcomes:

1. Create goals for a "successful retirement"
2. Determine the amount of money you need to retire.
3. Eliminate debt and improve cash flow.
4. Develop an understanding of how to select the retirement plan distribution choice that is right for you.
5. Plan your retirement income to preserve a comfortable standard of living.
Smart Personal Money Management

PRF 142

This continuing education course is designed for the general public and provides basic financial life skills. Topics include: Banking, Savings, and Investments; Credit, Loans, and Credit Reports; Developing an Income/spending Plan and Setting Financial Goals; and Insurance, Identity Theft, and Financial Scams

Course Outcomes:

1. Identify new financial life skills to make informed financial decisions.
2. Discuss banking procedures and services to optimize savings.
3. Analyze different insurance options to manage personal risk management.
4. Demonstrate knowledge of basic principles of consumer finance.
5. Develop a household Budget that accurately documents income, expenses, and financial goals.

Stocks, Bonds, Mutual Funds, and ETFs Explained

PRF 138

This continuing education course is designed for the general public and provides an understanding of different investments and different ways to own them. Topics include: stocks; bonds; mutual funds; ETFs; asset allocation; tax considerations; investment risks and historical performance.

Course Outcomes:

1. Compare the advantages and disadvantages of stocks, bonds, mutual funds and ETF.
2. Evaluate their risk profile and compare to existing portfolio.
3. Distinguish between investments and ways to own investments.
4. Monitor their investments more successfully

Wills and Estates

PRF 140

This continuing education course is designed for the general public and provides instruction on wills and on testamentary dispositions. Topics will include: living trusts (revocable trust) rules; gift programs; life insurance; real estate; other property titling; applicable federal and state taxes; the taxation of real estate; the mechanics of the probate process; and will contests and disputes.

Course Outcomes:

1. Distinguish between terms used in will preparation and estate planning.
2. Explain use of will and trust.
3. Differentiate between categories of non-probate properties, life insurance, and trusts.
4. Demonstrate an understanding of pre-probate needs.
5. Explain use or revocable living trusts, the pros and cons of joint ownership.
SAT  ACT Test Prep
Prepare for the SAT or ACT tests. Visit the link below for more information on this program.
http://www2.montgomerycollege.edu/departments/wdce/ce/satprep.html

ACT Prep
SAT 004
This course is designed for anyone preparing to take the ACT. It is intended to strengthen test-taking skills in order to increase scores. Focus is on familiarization with ACT-type questions, developing test-taking strategies, managing test panic, increasing confidence and speed. A review of test content includes algebra, geometry, trigonometry, science, reading comprehension, grammar and essay writing.

Course Outcomes:
1. Apply good judgment about use of time in taking timed tests
2. Demonstrate appropriate use of general test-taking strategies
3. Demonstrate sharpened critical reading and thinking skills
4. Compose a well-structured essay

SAT Preparation
SAT 001
This course is designed for anyone preparing to take the SAT. It is intended to strengthen test-taking skills in order to increase scores. Focus is on familiarization with SAT-type questions, developing test-taking strategies, managing test panic, increasing confidence and speed. A review of test content includes basic math, algebra, geometry, reading comprehension, grammar and essay-writing. Weekly practice with real, timed SAT test sections.

Course Outcomes:
1. Explain SAT format, including test directions and scoring.
2. Apply good judgment about the use of time when taking timed tests.
3. Demonstrate appropriate use of general test-taking strategies for standardized tests.
4. Demonstrate sharpened critical reading and thinking skills tested in the math and verbal sections of the SAT.
5. Compose a well-constructed essay.
SAT Preparation: Critical Reading and Writing
SAT 003
This course is designed to prepare students to take the critical reading and writing sections of the SAT. It is intended to strengthen test-taking skills by focusing on familiarization with SAT-type questions, developing test-taking strategies, managing test panic and increasing confidence and speed. A review of test content includes reading comprehension, grammar and essay writing. Practice with real, timed SAT test sections is an integral part of the course.

Course Outcomes:
1. Demonstrate how to use the context of a passage to intelligently guess at the meaning of vocabulary
2. Critique the structure of a well-written essay
3. Use knowledge of roots and prefixes to guess at word meanings
4. Apply refined critical reading and thinking skills to SAT test questions

SAT Preparation: Math
SAT 002
This course is designed to prepare students for the math portion of the SAT. It is intended to strengthen test-taking skills by focusing on familiarization with SAT-type math questions, developing test-taking strategies, managing test panic, increasing confidence and speed. A review of test content includes basic math, algebra, geometry, data analysis, statistics and probability. Practice with real, timed SAT test section is an integral part of the course.

Course Outcomes:
1. Refine reading and thinking skills associated with SAT math questions
2. Develop new skills and improve previously-learned math skills
3. Demonstrate ability to apply strategies to SAT math questions
4. Increase test-taking confidence
SPP  The Challenge Program

The Challenge Program provides unique open enrollment enrichment courses for adults with developmental disabilities to help them function more independently in their homes, at work, and in the community. Visit the link below for more information on this program.

http://cms.montgomerycollege.edu/wdce/ce/challenge.html

American Folktales—Introduction

SPP 274

You will focus on American folktales, folksongs and folklore. Learn about tales of the Native American, African-Americans, and American tall tales. Recite poems about the Revolutionary War and baseball. Sing along with folksongs of our country. Listen to scary ghost stories and urban legends. Play games of yesteryear, chant jump rope jingles, and make autograph books. Share superstitions, jokes, riddles, wise sayings, home remedies and taste old time recipies.

Course Outcomes:

Understand folktales, folksongs and folklore
Learn folk poems and narratives
Learn folk songs and ballads, jokes and riddles

American History

SPP 279

Course description is not available.

Course Outcomes:

Outcomes are not available.

American Sign Language—Introduction

SPP 254

Learn to easily communicate with people who cannot hear. American Sign Language (ASL) is an experience, and arguably the most beautiful language in the world. Why should you learn American Sign Language? ASL is a system of nonverbal communications used in the deaf and hearing impaired community. You will use palm orientations, hand shapes, body language and facial expressions to communicate thoughts and ideas. You will learn commonly used words and phrases, the alphabet, numbers, dates, holidays and calendar events.

Course Outcomes:

1. Demonstrate ability to sign the days of the week, month, holidays and calendar events.
2. Demonstrate the ability to sign the alphabet and numbers.
3. Practice Sign using commonly used words and phrases.
4. Develop a heightened awareness of hand shape differences and how they are used in ASL.
5. Practice 10 new signs per week.
Art Journaling and Expressive Writing

SPP 329

Course description is not available.

Course Outcomes:
Outcomes are not available.

Basic Keyboarding

SPP 023

Course Outcomes:
Outcomes are not available.

Basic Reading and Writing

SPP 272

You will learn basic reading comprehension skills, build vocabulary, and develop writing skills. The emphasis is on understanding main idea, sequence of events, context clues, and basic grammar. You will gain knowledge through a short novel selected by the instructor. This course will be interactive; group work activities, work sheets, and videos designed to engage you while acquiring necessary reading comprehension skills.

Course Outcomes:
Define main idea
Develop vocabulary skills
Recognize the author's message
Write complete sentences with proper verb tense

Beginning Spanish: Hola, bienvenidos! Hello, come join us!

SPP 271

This course is designed to teach the basic Spanish language, phrases, numbers, weather, calendar, and days of the week, introductions, gender, pronunciation and more. This introductory class will help you enhance your speaking and listening skills. Oral communication, listening comprehension, and vocabulary development are stressed. Students will build their skills through instructions, group activities, written exercises and intensive practice.
This fun-filled immersion curriculum will engage, entertain, and educate you in Spanish. Studying a second language will help students develop an appreciation for other cultures and is a valuable skill in today's competitive job market.

Course Outcomes:
Translate English phrases to Spanish
Build Spanish Vocabulary
Write numbers, dates, and time in Spanish
Demonstrate ability to communicate 10 phrases in Spanish.
Boundaries: Life and Work

SPP 268

You will be provided with a foundation in your role of learning how to set boundaries - when and how to say "yes" and "no". You will learn how to take control of your loves by examining ways to sculpt the boundaries between life, home and work. You will have a greater understanding of physical and emotional boundaries and learn the 10 laws of boundaries. Healthy boundaries create healthy relationships. Those with healthy boundaries are firm, but flexible and establish boundaries that make them comfortable with themselves, and make others comfortable around them. Join our interactive class, activities and engaging discussions!

Course Outcomes:

1. Understand how to develop boundaries.
2. Create healthy boundaries: understanding choices and consequences.
3. Demonstrate the ability to set physical boundaries and emotional boundaries.
4. Build vocabulary and knowledge of establishing work and home life boundaries.
5. Recognize the 10 laws of boundaries.

Boundaries—Life and Work Part II

SPP 273

Healthy boundaries create healthy lives. You will have a greater understanding of physical and emotional boundaries and demonstrate the 10 laws of boundaries. Learn how to create healthy relationships, and establish boundaries that will make you comfortable. Join our interactive class discussion, lecture, activities, and role-play.

Course Outcomes:

Define boundaries
Demonstrate understanding of 10 laws of boundaries
Develop healthy relations and learn to establish boundaries
Understand physical and emotional boundaries

Building Reading Skills

SPP 315

Course description is not available.

Course Outcomes:

Outcomes are not available.
### Chorus—Introduction
**SPP 266**
You will be provided with a foundation in the use of vocals, pitch, rhythm development, as well as, listening skills. You will develop an understanding of choral music styles and learn choral terminology. Through the process of preparing vocal presentations, you will learn discipline, perseverance, dependability, composure, courage, and subsequently, pride in your results.

**Course Outcomes:**
1. Identify basic choral terminology.
2. Match pitch and rhythm within a group choral piece.
3. Develop a choral ensemble.
4. Demonstrate ability to sing five different vocal warm-ups.

### Communication for Life
**SPP 316**
Course description is not available.

**Course Outcomes:**
Outcomes are not available.

### Communications: Activities for Better Communication
**SPP 304**
Course description is not available.

**Course Outcomes:**
- Develop a conversation
- Understand nonverbal communication
- Demonstrate ability to understand directions
- Practice communicating in different settings: workplace, social, home
## Community Math

**SPP 246**

Learn practical and community math skills. Practice money math problems and exercises including addition, subtraction, multiplication, division, percents and percentages, fractions, decimals, estimation, and rounding. You will gain an understanding of sales commission, price discounts, sales tax, and shipping and handling. Practice with coins and calculator usage. Utilize worksheets and math lessons to provide an interesting way to teach and reinforce basic math skills while teaching money concepts.

**Course Outcomes:**
- Apply community and practical math skills
- Identify sales commissions
- Recognize simple interest
- Demonstrate and understand sales taxes and shipping and handling
- Develop vocabulary and knowledge of price discounts

## Connecting Science, Art, History and Music

**SPP 258**

What a fascinating blend of talent! You will study each of these artists and create interesting and beautiful art in their styles. Leonardo DaVinci was a scientist. Wassily Kandinsky was a music teacher. Deigo Revera painted great murals depicting the wars in his country, and Jacob Lawrence's paintings depicted the historical changes being made in this country. Join us as we connect the talents of these famous historical men.

**Course Outcomes:**
1. Research famous artists: Leonardo DaVinci, Diego Revera and Jacob Lawrence.
2. Create a collage.
3. Develop an artistic catapult.

## Creative Journal Writing and Scrapbooking

**SPP 142**

Students will learn to write creatively, build vocabulary, and strengthen their writing skills by journaling new words. Students will combine scrap-booking and journaling to create a masterpiece depicting their history all while learning new words, better writing skills, and building their vocabulary. Students will need a notebook, pen, and their imagination!

**Course Outcomes:**
1. Develop skills to write creatively.
2. Strengthen writing skills.
3. Identify new words.
4. Build vocabulary.
5. Develop skills to research family history.
Creative Writing and Illustration
SPP 235
This course is designed to teach students process of both creative writing and illustration techniques. Techniques will include sources of inspiration, how to construct paragraphs, editing techniques, knowledge of plot and story line, how to show and share work in public, and various art techniques for illustration.

Course Outcomes:
1. Analyze creative writing and illustration techniques
2. Apply techniques in writing assignments
3. Recognize plot and story line
4. Construct various art techniques for illustration

Current Events: What Current Ideas Can Teach Us
SPP 334
Course description is not available.

Course Outcomes:
Outcomes are not available.

Customer Service Training for the Workplace, Introduction
SPP 308
Course description is not available.

Course Outcomes:
Outcomes are not available.

Data Entry: Ten Key Typing
SPP 212
This course is designed to teach students with special needs how to transcribe many forms of information including handwritten documents; information from spreadsheets; sequences of numbers, letters, and symbols, and data such as names and addresses. Students will develop computer alpha-numeric data-entry skills. This course will allow the student to develop competency in both speed and accuracy with 10-key typing as well as current practices and job related applications.

Course Outcomes:
1. Develop competency based on speed, accuracy, job-related applications, and current data-entry practices.
2. Demonstrate an ability to input lists of items, numbers, and other data into computers.
3. Develop skills to complete forms online as well as to proofread information for accuracy.
4. Practice changing existing data by editing information.
Discovering Great Historical Artists

SPP 114

In this course students will experience the styles and techniques of the great masters from the renaissance to the present.

**Course Outcomes:**
1. Demonstrate a knowledge of historical art.
2. Emulate art by Michelangelo, Van Gogh, and O'Keeffe.
3. Demonstrate an understanding and appreciation of historical art and artists.
4. Study Michelangelo art.
5. Study Van Gogh art.
6. Study O'K

Earth Science

SPP 276

Course description is not available.

**Course Outcomes:**
Outcomes are not available.

Educational and Interactive Art

SPP 231

This course is designed to teach students about color, texture, composition, and painting techniques resulting in the creation of educational and interactive projects. Students will be introduced to fundamental art techniques while exploring various media.

**Course Outcomes:**
1. Understand the fundamentals of Art History
2. Demonstrate the ability to complete basic educational projects
3. Examine various materials used in historical arts and crafts
4. Increase art vocabulary
Effective Writing II
SPP 139

This course is designed for students seeking credit course work. Students will intensely engage in grammar and writing skill during this class. Students will combine reading and writing through a comprehensive, systematic, and engaging process designed to integrate the two effectively. Students will learn to write descriptive paragraphs, narrative paragraphs, learn punctuation, and how to write demonstration speeches. Students will be assigned to complete a two-page typed paper. Students will need a dictionary, 3x5 note-cards, paper, and notebook.

Course Outcomes:
1. Build vocabulary.
2. Read and write through comprehensive processes engaging reading and writing.
3. Learn to write grammatical sentences.
4. Complete a two-page type research paper.
5. Demonstrate an understanding of the ten steps to writing.

Encore: Introduction to the Theater Arts “Heroes All”
SPP 299

Course description is not available.

Course Outcomes:
Outcomes are not available.

Encore: Introduction to the Theatre Arts "The American Dream"
SPP 277

Course description is not available.

Course Outcomes:
Outcomes are not available.

Encore: Introduction to Theatre Arts
SPP 265

You will receive an introduction to drama and theater, constituting a complete and balanced coverage of all elements of drama and theater from this course. You will be introduced to various aspects of drama and theater: as an art form, as a humanistic pursuit, and as a dramatic experience. You will be expected to become familiar with drama, theater history, and theater production. Combining theater with art and performance, you will gain awareness and appreciation of drama, theater, and art while performing.

Course Outcomes:
1. Identify dramatic elements found in plays.
2. Define the production team and responsibilities required to produce a play.
3. Identify key players in the making of theater history.
4. Identify aspects of theater that produce a play.
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<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Description</th>
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<td>Environmental Science</td>
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<tr>
<td>Exciting Sports and Games for All</td>
<td>SPP 333</td>
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<td>Exploring Careers - Introduction</td>
<td>SPP 332</td>
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<tr>
<td>Exploring Weather</td>
<td>SPP 327</td>
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</tbody>
</table>
Facts about Math

SPP 132

This course is designed to help students retain facts about math. Students will learn to add, subtract, multiply, divide and retain functional mathematic concepts. Students will develop an understanding of basic data analysis in graphs, charts, tables, and learn fractions and usage of single, double, and triple digit numbers. Students will learn money management skills and decimals.

Course Outcomes:
1. Demonstrate basic adding, subtracting, division, multiplying skills.
2. Perform basic operations of a calculator.
3. Identify coins and dollar bills and learn their proper denomination and usage.
4. Add, and subtract single, double, and triple digit numbers.

Fairy Tale to Movies: Fact or Fiction

SPP 335

Course description is not available.

Course Outcomes:
Outcomes are not available.

Famous People with Disabilities

SPP 326

Course description is not available.

Course Outcomes:
Outcomes are not available.

Finding Your Career Today

SPP 262

Trying to find the right job fit in today’s economy? Join us as we discuss career options, resume building, employment opportunities, internships, and how important it is to volunteer. Discovering a Job Seeker’s strengths, uncovering their employment-related goals and experience is the place to start. Designed to help guide you through: what life experiences you have, what your strengths are, interests and preferences, and what specifically you have to offer an employer. You will develop resumes, develop a reference page, fill out job applications, and role play job interviews.

Course Outcomes:
1. Demonstrate ability to develop resume.
2. Develop a reference page for employment.
3. Complete at least three job applications.
4. Demonstrate ability to role play a "mock" job interview.
History of Famous American Women
SPP 259
You will be presented with information on American Women in the following categories: Pioneers, African American women, suffrage advocates, women in the political arena, women in the medical field, environmental field, and women in sports, art, music and much more! You will learn how American women have played a large role in our history. You will research and give reports on specific women; how to hear and appreciate original speeches by these women; how to present a play involving certain women; appreciate excerpts from literature, as well as, examples of art and writing of these women. Come join us and learn about Clara Barton, Michelle Obama, Rosa Parks, Pocahontas, Susan B. Anthony, Hilary Clinton, Laura Ingalls, Amelia Earhart and more!

Course Outcomes:
1. Assess and appreciate original speeches from famous women.
2. Learn how to present a play involving certain women.
3. Critique excerpts from literature.
4. Discuss information about the women's fight for suffrage.

History of Music in Movies
SPP 245
This course is designed to teach the history of music in popular movies. Students will learn about styles of music, instruments used, and the mood created through movie music. Students will learn the background information about movie directors and music composers.

Course Outcomes:
1. Recognize a variety of music styles in movies
2. Recognize the different instruments played in movie music
3. Differentiate between various moods created by music in movies
4. Recognize trivia about movie directors and composers of movie music

History of Native American Art
SPP 125
Although the freedom of their ancient way of life has been lost, the religion, culture, legends, art, and spirit of the Native American Indian will always endure. Come join us to learn the ways of the Apache, Blackfoot, Cherokee, Cheyenne, Lakota, and Pueblo cultures. Enjoy the wisdom and peace that Native American Indian cultures have with nature and art. Make a dreamcatcher to take home with you.

Course Outcomes:
1. Demonstrate an understanding of underlying principles of the Native American Indian.
2. Demonstrate an understanding of the American Indian through art.
3. Demonstrate an understanding of the religion, art, culture, legends and spiritual beliefs o
History of Rhythm Education: Feel the Beat
SPP 244
This course is designed to teach students about rhythm. Students will learn and understand the name of notes in C major scale - from middle C to C one octave above. Students will learn to echo a one measure rhythmic pattern and learn the difference between a whole note, half note, quarter note, and eighth note.

Course Outcomes:
1. Name the notes in a C major scale from middle C to C one octave above
2. Define and echo a one measure rhythmic pattern
3. Recognize the difference between a whole note, half note, and quarter note

History of Rock and Roll
SPP 282
Course description is not available.

Course Outcomes:
Outcomes are not available.

History of Spirituals, Jazz, and Blues
SPP 307
Course description is not available.

Course Outcomes:
List what caused the beginning of Spirituals, and the meaning of some Spirituals
Recognize at least three different kinds of Jazz music
Recognize at least three influential songs when listening to these styles of music
Examine some specific changes in culture that occurred due to Spirituals, Jazz, and Blues.

History of Textile Art
SPP 249
This class will teach students about natural and synthetic textiles and mediums, as well as the history of various types of textiles. Explore and handle textiles from America and several foreign countries. Come join us as we create projects from fabric, yarns, fibers and more!

Course Outcomes:
1. Analyze fabric, yarn and fibers.
2. Define weaving.
3. Compare and differentiate between animal skin and fur.
4. Identify natural and synthetic textiles.
## History of the 1960s

**SPP 301**

Course description is not available.

**Course Outcomes:**
Outcomes are not available.

## History of the American Musical

**SPP 306**

Course description is not available.

**Course Outcomes:**
- Define how musicals are produced with the rising costs of originating a show
- Critique four changes in musical theater over the last 120 years
- Name two famous music/lyricist duos
- Name at least four American Broadway musicals
- Assess how difficult and expensive it is to write and produce a Broadway musical today

## History of the Orchestra

**SPP 286**

You will learn about all of the instruments of the orchestra through listening to examples of classical music, specifically Peter and the Wolf and Carnival of the Animals. You will learn about instruments that are played in an orchestra. You will learn two classical pieces of music that highlight specific instruments. You will recognize individual instruments when listening to these pieces and learn about four classical composers. You will gain an appreciation for classical music through the study of several composers.

**Course Outcomes:**
- Recognize the instruments in an orchestra
- Study Peter and the Wolf and Carnival of the Animals
- Review the background music of four composers
- Identify the sound of instruments in classical music
### History of Top 100 Musical Works of the 20th Century

**SPP 253**

Learn the history and interesting facts about the top 100 musical works of the 20th century as noted by National Public Radio. You will discover the most important American musical works of the 20th century. These special features cover music from a wide variety of genres - classical, jazz, rock'n'roll, country, R&B, musical theatre and film scores. You will gain an appreciation of a variety of styles of music.

**Course Outcomes:**
1. Entice students to expand their current repertoire of musical listening.
2. Compose music from the musical works of the 20th century.
3. Learn facts noted by National Public Radio.
4. Recognize facts from the 20th century.
5. Practice using rhythm instruments.

### History of Women in Music

**SPP 302**

Course description is not available.

**Course Outcomes:**
Outcomes are not available.

### International Cooking - Introduction

**SPP 336**

Course description is not available.

**Course Outcomes:**
Outcomes are not available.

### Introduction to Animal Studies

**SPP 322**

Course description is not available.

**Course Outcomes:**
Outcomes are not available.
Introduction to Anatomy: The Study of the Human Body
SPP 303
Course description is not available.

Course Outcomes:
Recognize the human body system
Analyze the human body
Learn 10 basic human body vocabulary words: The Brain, Skull, jaw, teeth, The skeletal system, Muscular system, Nervous system, Respiratory system, Digestive system, The skin

Introduction to Astronomy—Studying Outer Space
SPP 296
Course description is not available.

Course Outcomes:
Outcomes are not available.

Introduction to Cartoon Character and Animé Drawings
SPP 167
Practice a step-by-step drawing process that progresses from drawing stick figures and simple shapes to drawing characters, cartoons, and anime. This course will bring your dreams to life. Materials needed for class: sketch pad, pencils, erasers, and black felt tip marker.

Course Outcomes:
1. Discuss the history of animation and build vocabulary.
2. Recognize pencil drawings.
3. Demonstrate ability to move from stick figures to simple shapes, to characters.
4. Identify animation.
5. Review the history of
## Introduction to Color Theory and Acrylics

**SPP 252**

An introduction to the expressive, symbolic, decorative art, watercolors and acrylics will be introduced in this course. Students will investigate the color of theories and solutions to a variety of problems using color tools. They will explore the transparent watercolor techniques and media with contemporary approaches. Demonstration, lectures and class discussions will be employed. Color design and craftsmanship are emphasized.

### Course Outcomes:

1. Demonstration of color theory and acrylics.
2. Conduct class discussions.
3. Recognize solutions to problems using color tools.
4. Explore transparent watercolor techniques.
5. Explore media and contemporary approaches.

## Introduction to Communication

**SPP 280**

Course description is not available.

### Course Outcomes:

Outcomes are not available.

## Introduction to Dance

**SPP 318**

Course description is not available.

### Course Outcomes:

Outcomes are not available.

## Introduction to Dance

**SPP 257**

You will experience several different dance styles through watching film clips of famous dancers, lectures, assigned readings and experiential dance activities. An examination of dance as an art form and means of multicultural expressions, ritual and tradition will be explored. You will become familiar with basic steps from these dance styles. Put on your dancing shoes and join us as we explore the world of dance!

### Course Outcomes:

1. Apply dance styles.
2. Practice basic dance steps.
3. Identify and recognize at least five different styles of dance.
## Introduction to Decorative Painting
### SPP 070
A hands-on creative introduction to decorative painting. Learn techniques to brighten your life: color mixing, color values, color techniques, brush strokes, feathering, and sand textures. Discover gyotaku, the art of Japanese fish painting on T-shirts. You will take home projects (including a canvas hanging) and create an art show.

**Course Outcomes:**
1. Demonstrate an understanding of color techniques.
2. Demonstrate the ability to mix colors.
3. Demonstrate brush techniques, brush strokes, feathering and sand texture.
4. Demonstrate an understanding of Gyotaku, the art of Japanese fish painting.

## Introduction to Drawing and Painting
### SPP 317
Course description is not available.

**Course Outcomes:**
Outcomes are not available.

## Introduction to E-mail
### SPP 241
This course is designed to teach students about e-mail addresses, how to send an e-mail attachment, e-mail documents, and more. Topics include the history of e-mail, creating e-mails, sending e-mail attachments, and developing and creating a spreadsheet to send as an attachment.

**Course Outcomes:**
1. Apply techniques to send e-mail attachments
2. Discuss the history of e-mail
3. Create e-mails
4. Develop and create a spreadsheet to send as an attachment
## Introduction to Graphic Design

**SPP 229**

This course is designed to teach disabled students to use graphics software. Students will create greeting cards, newsletters, bookmarks, calendars, book covers, business cards, e-cards, and more. Through group discussions, exercises, and hands-on computer activities, students will learn the fundamentals of graphic design including font and word art, symmetry, style, formatting and layout, and effective communication.

**Course Outcomes:**

1. Apply fundamentals of design
2. Create newsletters, greeting cards, calendars, and book covers
3. Develop well rounded graphic skills
4. Recognize a digital layout
5. Prepare effective communication

## Introduction to Multi-Medium Art: Exploring the History of Art Materials

**SPP 305**

Course description is not available.

**Course Outcomes:**

- Understand different kinds of paint
- Explore acrylic, tempera and water colors
- Create scrimshaw carvings with chalk and/or charcoal
- Practice mixing mediums

## Introduction to Music

**SPP 289**

Course description is not available.

**Course Outcomes:**

Outcomes are not available.

## Introduction to Nonfiction Reading and Spelling

**SPP 288**

Course description is not available.

**Course Outcomes:**

Outcomes are not available.
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<tr>
<td>Introduction to Novel Reading: Reading for Fun</td>
<td>SPP 292</td>
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<tr>
<td>Introduction to Reading and Theater Education</td>
<td>SPP 323</td>
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<tr>
<td>Introduction to Snack Light—Snack Right!</td>
<td>SPP 283</td>
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<td>Introduction to the American Musical</td>
<td>SPP 319</td>
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<td>Outcomes are not available.</td>
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</table>
Introduction to the Art of Going Green

SPP 233

This course is a creative mix of science, ecology, and art. Through education and creativity, students will recognize environmentally friendly materials and gain an understanding of recycling. Topics include recognizing environmentally friendly materials; the process of recycling; ways that humans can protect the environment; and developing a composting project.

Course Outcomes:
1. Recognize environmentally friendly materials
2. Explain the process of recycling materials
3. Increase understanding of how to protect the environment
4. Increase vocabulary
5. Develop a composting project

Introduction to the Internet

SPP 050

Discover the wealth of information available on the Internet. Learn how to do Internet searches, send and receive e-mail with attachments, and use an address book to store frequently used names and addresses. These skills will enable you to take a course online.

Course Outcomes:
Discuss the maximization of their income without unnecessary risk.
Minimize their taxes.
Allocate their assets using an appropriate plan.
Develop personal financial goals.

Introduction to Web Design

SPP 294

Course description is not available.

Course Outcomes:
Outcomes are not available.

Leonardo Da Vinci: Art, Architecture, Engineering and Anatomy

SPP 330

Course description is not available.

Course Outcomes:
Outcomes are not available.
Life Skills, Career Education, and Steps to Independent Living

**SPP 155**

This course gives you the structural skills needed to manage independently, including how to set up and take care of a home, stay healthy, use money wisely, and maintain safety. Master essential skills crucial to succeed in daily life. Strengthen your vocabulary skills with engaging activities.

**Course Outcomes:**
1. Build vocabulary.
2. Strengthen reading skills.
3. Master and understand 5 new words per week.
4. Use safety skills, security skills, money management skills.
5. Use basic first aid and health, and wellness skills.
6. Master skills for house

Low Impact Physical Education—Introduction

**SPP 263**

Let’s get fit! You will learn a variety of cardio exercises, stretches, and impact moves to build cardiovascular muscle, tone body and firm muscles. Low-impact exercises can improve your health by increasing cardiovascular fitness while minimizing lower-body injuries that can occur due to higher impact exercise. Designed as a cardiovascular workout, you will improve coordination, muscle strength, and mobility, while promoting general well-being.

**Course Outcomes:**
1. Develop improvement in general well being.
2. Create improvement in coordination and balance.
3. Create improvement in muscle shape and tone.
4. Develop improvement in muscular endurance and flexibility.
5. Practice muscular strength, posture and body performance.

Mastering Study Skills for College and Every Day

**SPP 325**

Course description is not available.

**Course Outcomes:**
Outcomes are not available.

Math for Fun and Facts

**SPP 278**

Course description is not available.

**Course Outcomes:**
Outcomes are not available.
Math Review
SPP 018

Improve your basic functional math skills in the areas of numbers, money, time, and measurement. Topics covered may vary due to skill level of participants. Please bring a calculator to class.

Course Outcomes:
Outcomes are not available.

Music and Crafts from the 1960s—Introduction
SPP 311

Course description is not available.

Course Outcomes:
Outcomes are not available.

Music Enrichment: Appreciation of the Broadway Musical
SPP 230

This course is designed to provide students with knowledge of Broadway Musicals. Five Broadway Musicals will be reviewed, discussed, and critiqued. Music collaborators such as Rogers and Hammerstein, Lerner and Loewe, Webber and Rice, and Sandheim and Sandheim will be discussed and compared. A wide range of musical selections will be sampled, such as Cole Porter and Gershwin. Attendance and participation in class discussions is required.

Course Outcomes:
1. Recognize five Broadway musicals
2. Demonstrate the ability to compare musicians, such as, Rogers and Hammerstein, Lerner and Loewe, and Webber and Rice
3. Identify musical selections from Cole Porter and Gershwin
4. Review, discuss, and critique popular musicals

Natural Science: Biomes and Habitats—Introduction
SPP 264

Let’s get down and dirty. You will study the eight Biomes of the world, their plants and their animals. Did you know there are two types of Rainforests - temperate and tropical? Have you ever driven through a desert on a trip? Did you know that grasslands are found on every continent except Antarctica? Did you know the tundra biome is at the top of the world - around the North Pole? Taiga is the largest biome in the world. You will explore deserts, tundra’s, taiga, grasslands, scrublands, temperate rainforest, tropical rainforest, and temperate deciduous forest, and scrublands. You will research, write, and present reports weekly. The class will create a project using models and diagrams.

Course Outcomes:
1. Name the eight biomes of the world.
2. Create a model of the rainforest.
3. Research the eight biomes of the world and write a report.
Nutrition for Health, Fitness, and Sports

SPP 287

Put on your workout clothes and sneakers and join us as we learn to stay healthy through nutrition and exercise. You will learn protein - the tissue builders, vitamins - the organic regulators, minerals - the inorganic regulators, and water - electrolytes and temperature regulators. You will learn body weight and composition for health and sport, weight maintenance and weight loss through proper nutrition and exercise. Come join us as we learn to promote maintenance of optimal health!

Course Outcomes:
Evaluate new information on exercise and nutrition
Analyze protein intake
Analyze mineral intake
Analyze inorganic regulators
Evaluate body weight and weight loss through journaling

Poetry and Song Lyrics—Introduction

SPP 293

Course description is not available.

Course Outcomes:
Outcomes are not available.

Power Point and Effective Presentations—Introduction

SPP 267

You will learn Microsoft Power Point, which is used for presentations, and learn the basic "rules" of great presentations. You will use pictures and graphs to keep audience interest, learn to print notes and handouts. By the end of the class, you will actually create a presentation demonstrating the use of layouts, formatting, editing, printing, clip art, WordArt, transitions, animation and other presentation techniques.

Course Outcomes:
1. Demonstrate ability to summarize and present a topic.
2. Create a presentation.
3. Apply file management skills effectively.
4. Create presentation demonstrating the use of layouts, editing, clip art, transitions and animation.
Psychology: Understanding Personality and Temperament  
**SPP 243**

This course is designed so students can learn about themselves from the four types of temperaments and how personality affects those around us. Students will study their own temperament which will help them understand their strengths and weaknesses and why they do some of the things they do. Students will study factors that affect their behavior including birth order, siblings, education, and socialization.

**Course Outcomes:**
1. Recognize the four types of temperament
2. Analyze outgoing and extroverted temperaments
3. Identify basic inherited styles of personality

Reading Adventures—Introduction  
**SPP 269**

You will join the class as we read a fantasy novel and take you on a humorous adventure to unusual countries with Milo as he enters a new world through a device he finds in his home. This class promotes reading aloud and discussion with particular emphasis on words, numbers and logical thinking. You will build vocabulary and reading comprehension skills. Come learn the facts and join the adventure with us!

**Course Outcomes:**
1. Apply and expand vocabulary skills.
2. Analyze fact and fiction.
3. Understand and comprehend the novel story, plot and author's style.
4. Understand theme and character's humor.

Reading and Vocabulary Building II  
**SPP 119**

During 25 sessions, you will receive instruction in reading comprehension and vocabulary building. Learn to identify the main idea, follow a sequence of events, and recognize supporting details. You can improve your own writing and speaking skills when you summarize and outline reading materials, take better notes, and build your vocabulary.

**Course Outcomes:**
1. Improve reading and vocabulary.
2. Identify main idea, follow a sequence of events, and recognize supporting details.
3. Demonstrate ability to write complete sentences.
Reading Review
SPP 019
Improve your functional reading skills by reading a variety of interesting short stories. Emphasis will be placed on comprehension and vocabulary building. Prerequisite: Students must be able to read on the third-grade level.

Course Outcomes:
Outcomes are not available.

Reading Theater
SPP 215
This course is designed to build vocabulary and reading comprehension of students with special needs through the use of puppetry and performance of different plays. Students must be already be able to read at a third, fourth, or fifth grade level to take this class. Students will use new learned material by performing plays and puppetry. This course will help students to express themselves creatively, and to gain the courage to speak in public.

Course Outcomes:
1. Develop new vocabulary taken from various books and plays.
2. Develop comprehension skills by finding main idea and details.
3. Demonstrate public speaking skills through puppetry and acting.
4. Identify main ideas and details by story mapping and by using question formats.

Retro Arts and Crafts—Introduction
SPP 298
Course description is not available.

Course Outcomes:
Outcomes are not available.

Science/Art Experiments
SPP 295
Course description is not available.

Course Outcomes:
Outcomes are not available.
Song Lyrics—Introduction

SPP 281

Course description is not available.

Course Outcomes:
Outcomes are not available.

Sports Education

SPP 251

This course is designed to create a setting that promotes health, physical education and sports. Students will understand physical health, principles of healthy living and exercise through sports. Learn up to date information on the principles of exercise while simultaneously improving your reading comprehension skills.

Course Outcomes:
1. Analyze and read for detail.
2. Discuss healthy living, physical health and exercise.
3. Demonstrate ability to restate information effectively.
4. Develop and build vocabulary.

The American Pioneer—Handicrafts

SPP 256

A rich American History is preserved in the handy crafts of the American Pioneer. You will study the lives of Pioneers and the objects they made by hand to make their lives easier, for example: rug making, weaving, sewing, paper crafts, and wood art. You will gain a better understanding of the people that built America. Join us as we discuss the craft and contributions of the American Pioneers.

Course Outcomes:
1. Research the lives of the American Pioneer.
2. Assemble a story quilt.
3. Assemble pioneer toys.
4. Create a simple cross stitch and weaving loom.

The Elements of Drawing and Design

SPP 313

Course description is not available.

Course Outcomes:
Outcomes are not available.
<table>
<thead>
<tr>
<th>Course Title</th>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Fundamentals of Math</td>
<td>SPP 312</td>
<td>Course description is not available.</td>
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<tr>
<td></td>
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<td><strong>Course Outcomes:</strong></td>
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<tr>
<td></td>
<td></td>
<td>Outcomes are not available.</td>
</tr>
<tr>
<td>The History of American Folk Art</td>
<td>SPP 285</td>
<td>Folk art encompasses art produced from an indigenous culture or by peasants or other laboring trades' people. They expressed themselves through the creation and embellishments of everyday objects. American folk art is a rich melting pot of many cultures and abilities. The quest for beauty in the everyday struggles of early American life, was caused by artistic evolution such as sign painters that become limners, and worn out clothing becoming colorful hand braided rugs. You will create your own folk art each week as we study its history in America.</td>
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<tr>
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<td><strong>Course Outcomes:</strong></td>
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<tr>
<td></td>
<td></td>
<td>Analyze folk art and its artists</td>
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<td></td>
<td></td>
<td>Review the history of the earliest settlers</td>
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<td></td>
<td></td>
<td>Learn about self taught artists</td>
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<td></td>
<td></td>
<td>Design folk art</td>
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<tr>
<td>The History of Art Techniques</td>
<td>SPP 297</td>
<td>Course description is not available.</td>
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<tr>
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<td><strong>Course Outcomes:</strong></td>
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<tr>
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<td>Outcomes are not available.</td>
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<tr>
<td>The History of Children’s Classic Movies</td>
<td>SPP 250</td>
<td>Whether adventure, fantasy, musical, science fiction, or animated, students will enjoy learning about the history of children's classical movies. You will get to discuss the themes, characters and film techniques, as well as learning more about movies and the techniques used in them. Finally, you will get to know why these movies are classics for all times!</td>
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<tr>
<td></td>
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<td><strong>Course Outcomes:</strong></td>
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<tr>
<td></td>
<td></td>
<td>1. Review the history of classic movies.</td>
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<tr>
<td></td>
<td></td>
<td>2. Discuss the themes, characters and film techniques.</td>
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<td>3. Identify top classical movies.</td>
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<td>4. Reinforce vocabulary and understand movie techniques.</td>
</tr>
</tbody>
</table>
The World of Animals

SPP 284

Which animals possess a backbone? This single trait places an animal into one of just two groups: the vertebrates or the invertebrates, and represents a fundamental division among all animals alive today, as well as those that have long ago disappeared. If we are to know anything about an animal, we should first aim to determine whether it is an invertebrate or a vertebrate. You will then be on your way to understanding its place within the animal world. You will organize animals according to kingdom, phylum, class, order, family and genus. You will also learn about various animals in the food chain and learn about endangered species, and adaptation. Join us as we explore different types of animals through reading activities, arts and crafts, puzzles and games.

Course Outcomes:

Classify animals
Review and study endangered animals and endangered ecosystems
Understand the difference between vertebrates and invertebrates
Research vertebrates and invertebrates
Recognize the difference between invertebrates and vertebrate animals.

Thriving in a Clerical Work Environment

SPP 061

This course will introduce students to a variety of activities they may be called upon to do if working in a clerical environment. There will be a discussion of expectations and climate in an office, plus an opportunity for hands-on practice on basic office equipment.

Course Outcomes:

1. List the expectations employers have of their employees in a clerical environment.
2. Demonstrate ability to use the phone, the photocopying machine and the FAX.
3. Discuss getting along with coworkers and a supervisor.

Thriving in a Clerical Work Environment Part II

SPP 239

This course is designed as an expansion of the original "Thriving in a Clerical Work Environment" course. Students will be provided with an additional set of activities to further develop confidence in serving the public sector. They will learn alphabetizing, telephone answering skills, and customer service skills. They will cover time management, develop organizational skills, and perform phone directory researching.

Course Outcomes:

1. Locate and research phone directory
2. Develop organizational skills
3. Demonstrate ability to answer the phone
4. Demonstrate ability to alphabetize
5. Develop time management skills
Transition Training for Independence

SPP 121

Course description is not available.

**Course Outcomes:**
Outcomes are not available.

Understanding Fears and Phobias

SPP 290

Course description is not available.

**Course Outcomes:**
Outcomes are not available.

US Geography: Exploring the 50 States

SPP 324

Course description is not available.

**Course Outcomes:**
Outcomes are not available.

Variety of Verses—Introduction

SPP 291

Course description is not available.

**Course Outcomes:**
Outcomes are not available.

Westward Ho! Introduction to Native Americans

SPP 270

Let's go back in time! You will learn about the American West. Find out about the Native Americans, the Spanish Explorers, the Lewis and Clark Expedition, the California Gold Rush, the Cowboy, the Outlaw (such as Jessie James and Wild Bill Hickok), the Covered Wagon and riverboat Travel, the Alamo, the heroes and heroines. Jump on the "band wagon" as we feature short stories of the West, games, tall tales, folk songs, movies, biographies and research.

**Course Outcomes:**
1. Understand the difference between fact and myth of the West.
2. Research methods of social, political and cultural history.
3. Understanding of the Native American History.
4. Demonstrate understanding of the use of a map.
Yoga for Everyone—Introduction

SPP 309

Course description is not available.

Course Outcomes:
Outcomes are not available.
TPR  Test Prep Courses

Test Prep classes include GRE/GMAT, Praxis and Para Pro, and Accuplacer. Visit the link below for more information on this program.

http://cms.montgomerycollege.edu/wdce/ce/testprep.html

**Advancer**

**TPR 030**

Course description is not available.

**Course Outcomes:**

Outcomes are not available.

**GMAT Preparation**

**TPR 017**

This course is designed as an intensive overview and review for students preparing to take the Graduate Management Admission Test. Instruction will be given in how to answer each type of question and will include one or more practice diagnostic tests. Students will have an opportunity to ask questions on specific problems.

**Course Outcomes:**

Upon completion of this course students should be able to:

1. Describe the format and scope of the test.
2. Describe the mechanics of the test, such as scoring and guessing.
3. List concepts being tested for in the verbal and math sections.

**GRE Preparation**

**TPR 021**

This course is designed as an intensive overview and review for people preparing to take the Graduate Record Exam (GRE). Instruction will be given in how to answer each type of question and will include one or more practice diagnostic tests. Students will have an opportunity to ask questions on specific problems.

**Course Outcomes:**

1. Describe the format and scope of the test.
2. Describe the mechanics of the test, such as scoring and guessing.
3. List concepts being tested for the verbal and math sections.
4. Describe the approach for each type of verbal and math question.
Noncredit Course Descriptions and Outcomes

Community Education

GRE/GMAT Test Preparation Math Fundamentals

TPR 029
This continuing education course is designed for the general public and is offered to augment the basic GRE and GMAT preparation courses so that participants will be able to participate in the GRE and GMAT preparation courses with a sufficient knowledge base in math. Topics include: review of arithmetic; algebra; and geometry skills.

Course Outcomes:
1. Complete arithmetic functions with accuracy.
2. Demonstrate an understanding of most algebraic functions.
3. Demonstrate an understanding of and process most geometric functions.

Para Pro Assessment Preparation

TPR 028
This continuing education course is designed for students preparing to take the PARAPRO Exam. Topics include: reading; writing; and mathematical skills; test-taking strategies; study skills and a timed practice test.

Course Outcomes:
1. Assess appropriate text for the PARAPRO Exam.
2. Approach reading passages and use a process of elimination.
3. Complete mathematical skills questions.
4. Complete grammar and sentence structure questions.
5. Identify the types of questions found in the PARAPRO Exam.

PRAXIS Core Preparation

TPR 034
This continuing education course is designed for students preparing to take the PRAXIS Core exam and provides review and practice of basic skills in math, writing and reading in a supportive learning environment. Topics include: content lecture, test-taking strategies, and timed practice tests; course is designed to assist students to obtain extra knowledge that they may use when taking the PRAXIS Core exam.

Course Outcomes:
1. Define complete grammar and sentence structure.
2. Articulate appropriate text to answer questions on the test.
3. Demonstrate understanding of reading passages and use a process of elimination.
4. Demonstrate knowledge on complete mathematical skills and questions.
PRAXIS I Preparation

TPR 018

Reading, writing, and mathematical skills will be reviewed and practiced. Sessions offer content lecture, test-taking strategies, and timed practice tests. Textbook: The Pre-Professional Skills Test (PPST) Guide, is available at the Rockville Campus Bookstore. Bring text to first class.

Course Outcomes:

1. Identify the types of questions found in PRAXIS I
2. Study appropriate text for this test.
3. Approach reading passages and use a process of elimination.
4. Complete grammar and sentence structure questions.
5. Complete mathematical skills
VET Veterinary Assistant Training

This course series will provide you with the basic knowledge and skills needed for an entry-level position in a veterinary hospital. Visit the link below for more information on this program.

http://cms.montgomerycollege.edu/wdce/ce/veterinaryasst.html

Communication Skills for Veterinary Assistants

VET 009

This continuing education course is designed for individuals pursuing an entry-level career in Veterinary Assistance, and provides instruction on basic communication skills needed as a veterinary assistant. Topics include: verbal and written communications skills, customer service skills and increase ability to solve problems using critical thinking.

Course Outcomes:

1. Apply critical thinking skills.
2. Identify roles and responsibilities of customer service in a veterinary office.
3. Demonstrate stronger communication skills.
4. Write a correct document describing an animal's health status.

Math Skills for Veterinary Assistants

VET 007

This continuing education course is designed for individuals pursuing an entry-level career in veterinary assisting and provides instruction on practical math skills needed as a veterinary assistant. Topics include addition, subtraction, multiplication and division of whole numbers, fractions, decimals and measurements pertaining to administering medications.

Course Outcomes:

1. Demonstrate the concepts of addition, subtraction, multiplication and division.
2. Solve basic addition, subtraction, multiplication and division problems.
3. Demonstrate knowledge of basic measurement skills.
4. Apply math skills to problems encountered in daily living and or in job situations.

Preparation for Veterinary Assistant Training

VET 001

This course is designed to provide an overview of basic skills & prepare the student to start the classroom and clinical training to become a veterinary assistant. Topics include: Problem solving skills, written and verbal communication, math for medications, confidentiality, professionalism, ethics, classroom & clinical conduct.

Course Outcomes:

1. Demonstrate effective communication skills in the workplace and classroom environment.
2. Utilize effective writing strategies for composing documents including medication/drug logs, new client questionnaires, & phone logs.
3. Demonstrate efficient problem solving and critical thinking skills.
4. Perform professionally and ethically in the workplace.
**Veterinary Assistant Assessment Exam**

**VET 008**

Course description is not available.

**Course Outcomes:**

Outcomes are not available.

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**Veterinary Assistant Orientation**

**VET 006**

This continuing education course is designed for students interested in information pertaining to the requirements of the Veterinary Assistant program.

**Course Outcomes:**

Know all requirements of the program

Employability information

Medical requirements

Educational requirements

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**Veterinary Assistant Training I: Outpatient Care**

**VET 002**

This course provides an introduction to the field of veterinary medicine and lays a foundation for the Veterinary Assistant course series. Topics include an orientation to the veterinary profession, office and client relations, client history taking and exam room procedures, animal handling techniques, basic anatomy and physiology, vaccines and immunizations, and physical examination procedures. This includes 30 classroom hours and 8 clinical hours.

**Course Outcomes:**

1. Explain the differing roles of a veterinary assistant and a veterinary technician.

2. Demonstrate front office duties such as greeting clients, scheduling appointments, and distinguishing between emergency and non-emergency situations.

3. Demonstrate proper animal handling and restraint for various animals, birds and reptiles.

4. Discuss the physiology of the body anatomy.

5. Explain the principles of vaccination, immunization, passive immunity, titer and protection, as they pertain to vaccines.
Veterinary Assistant Training II: Diagnostic & Pharmacy
VET 003
This course is designed to provide veterinary assistants and people starting entry level careers with an overview of laboratory procedures, drug therapy, and radiology procedures. Topics will include: types of laboratory tests, microscope, drugs, and radiology. This course consists of 15 classroom hours and 12 clinical hours.

Course Outcomes:
1. Discuss the OSHA regulations regarding radiographic procedures.
2. List the parts of a microscope and explain how to care for it.
3. Explain the different tests used in the laboratory and the purpose of each.
4. Discuss the maintenance and classification of drugs.
5. Locate items in the radiology logs.

Veterinary Assistant Training III: Patient Care & Treatment
VET 004
In this course, students will learn veterinary assistant inpatient care and clinical procedures. Topics include: medicating the patient, animal nutrition, fluid therapy, and therapeutic techniques for animals. This course consists of 18 classroom hours and 16 clinical hours.

Course Outcomes:
1. Describe the role of the veterinary technician and the veterinary assistant in providing a patient with the best "whole body" care possible.
2. Describe the steps involved to ensure that a patient receives prescribed medications appropriately and the veterinary assistant's role in relation to the calculation of drug dosages.
3. Discuss the need for oxygen therapy and the various methods of administering oxygen as they relate to veterinary medicine.
4. List the types of intravenous catheters available and explain the use of each.
5. Explain the importance of the 6 categories of food nutrients as they relate to veterinary medicine.

Veterinary Assistant Training IV
VET 005
This course is the final course of the Veterinary Assistant Training series. Topics include anesthesia, surgery preparation, first aid and emergency procedures, CPR and the critical care of animals. Students will learn the skills necessary to assist in these situations. The course includes 24 classroom hours and 18 clinical practicum hours.

Course Outcomes:
1. Assist with admitting patients to the hospital.
2. Identify and describe the use of common anesthetic agents.
3. Position the patient on the surgical table for required surgery.
4. Maintain emergency drugs and medical supplies.
5. Conduct animal CPR.
WRT  Writing

A variety of writing courses for business or pleasure. Visit the link below for more information on this program.
http://www2.montgomerycollege.edu/departments/wdce/ce/writing.html

Basics of Book promotion
WRT 187

This continuing education course is designed for the general public and provides a guide for fiction and nonfiction authors to promote their books and reach their sales goals.

**Course Outcomes:**
- Obtain blurbs from recognized expertise and authors
- Successfully promote their books on social media
- Obtain reviews from media outlets
- Gain entry to book fairs and expos
- Sell their books in traditional and nontraditional retail outlets

Character Workshop for Fiction Writers
WRT 161

This course is designed to teach participants how to create and develop detailed characters with the necessary elements to go the distance. They will start from their own well-stocked storehouse of personal experiences, then borrow tools from psychology to give their characters a vivid inner, and finally develop their character's back story, a gold mine of information to tap into whenever inspiration runs dry.

**Course Outcomes:**
1. Recognize the role of inner and outer conflict in creating characters.
2. Develop an understanding of the dynamic between character arc and plot.
3. Understand and apply various concepts from psychology to the development of fictional characters.
4. Understand the elements of back story: how to develop and apply them to fiction.

Clear and Concise: Business Writing in “Plain English”
WRT 159

In today's fast-paced workplace, your writing must be clear and concise. For years, the "Plain English" movement has recommended avoiding jargon and cutting out wordiness. This course is designed to teach participants how to edit their own writing, be direct with their message up front, simplify rambling sentences, and replace vague phrases with precise words. Emphasis will be placed on action verbs and concrete nouns, rather than modifiers.

**Course Outcomes:**
1. Use action verbs and concrete nouns.
2. Choose precise words, rather than vague ones.
3. Simplify sentences; avoid long, rambling sentences.
4. Eliminate excess words, especially redundancy and unnecessary jargon.
5. Edit documents to improve readability and clarify meaning.
## Effective PowerPoint Content: How to Prevent Death by PowerPoint

**WRT 185**

This continuing education course is designed for professionals and provides instruction on how to write the content for PowerPoint slides. Topics include: best practices in writing for presentations, including how much to include on each slide, what not to put in your slide deck, and how to speak effectively with slides to enhance not replace your presentation.

**Course Outcomes:**

1. Use titles appropriately.
2. Use parallel structure in slides.
3. Understand the right amount of content per slide.
4. Use graphics and images to make a point.
5. To be fully engaged with the audience with slides as a complement to your presentation.

## English Grammar: Correct Usage for the Writer

**WRT 005**

Do you need to write on the job but lack sufficient knowledge of grammar? Review the basic rules of English and apply them to your business writing. Gain confidence in recognizing and correcting grammatical errors, and better understand the fundamentals of sentence construction, punctuation, and word usage. Textbook: How Grammar Works (John Wiley & Sons) is available at the Rockville Campus Bookstore.

**Course Outcomes:**

1. Identify and correct errors in grammar and usage.
2. Demonstrate ability to punctuate and capitalize correctly.
3. Demonstrate ability to edit example of business correspondence.

## Exercise Your Verbs

**WRT 022**

This course is designed as a review of verbs and tenses that show time relationships among actions. Students will learn how to transform static nouns into dynamic verbs.

**Course Outcomes:**

1. Demonstrate appropriate organization and style in writing.
2. Express themselves clearly in writing.
3. Show skills in correctly using troubling areas in writing; agreement of subject and verb formation of possessives, parentheses and quotation marks.
4. Demonstrate an understanding of the types of verbs and tenses.
Fiction Writing

WRT 149

This class is designed to teach students all the elements of great fiction: character, motivation, conflict, structure, setting, and scene-writing. Students will practice crafting dialogue, writing gorgeous sentences, showing instead of telling, and revising their work to commercial writing standards. The business of writing will be discussed—with a step-by-step guide to getting published!

Course Outcomes:

1. Develop an understanding of the elements of fiction.
2. Write, revise and share for critique a short story.
3. Develop their personal writing voice.
4. Demonstrate an understanding of the three-act structure behind all good stories, dialogue, style, revision and editing techniques.
5. Develop an understanding of the business of writing—with an emphasis on getting published.

Getting Started in Writing

WRT 151

Course description is not available.

Course Outcomes:

Outcomes are not available.

How to Become an Effective Advocate: You Don’t Need to Hire a Lobbyist

WRT 186

This continuing education course is designed for professionals and provides the basics of getting your point across effectively to those in a position to make change. Topics include: identifying individuals to reach, creating the right message to influence them, communicating the right way in person and with print materials, making the ask, conducting the necessary follow up, and becoming aware of the tools and tactics professional lobbyists use.

Course Outcomes:

1. Identify key policy makers.
2. Create a positive message, leading to an "ask".
3. Prepare effective talking points targeted to the right people.
4. Develop persuasive print materials.
5. Conduct appropriate follow up.
<table>
<thead>
<tr>
<th><strong>How to Publish Your Book</strong></th>
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</thead>
<tbody>
<tr>
<td><strong>WRT 163</strong></td>
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<tr>
<td>Course description is not available.</td>
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</tbody>
</table>

**Course Outcomes:**
Outcomes are not available.

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<table>
<thead>
<tr>
<th><strong>How to Publish Your Book</strong></th>
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</thead>
<tbody>
<tr>
<td><strong>WRT 154</strong></td>
</tr>
<tr>
<td>This course is designed to provide participants with information about the publishing world. In this course students will gain the tools needed to publish their book. They’ll discover how to groom their book to fit an established market, learn how to find the right publisher, and write attention-grabbing query letters and manage the submission process.</td>
</tr>
</tbody>
</table>

**Course Outcomes:**
1. Discuss the many aspects of publishing and what is entailed to produce and promote a book.
2. Describe how to distribute, get reviews, awards and publicity.
3. Write query letters.
4. Determine which publisher market most fits your writing style.
5. Develop an understanding of how to promote yourself once your book is out.

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<table>
<thead>
<tr>
<th><strong>How to Write Successful Grant Applications</strong></th>
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<tbody>
<tr>
<td><strong>WRT 004</strong></td>
</tr>
<tr>
<td>This course gives you the tools for writing solicited grant applications and unsolicited grant proposals. You will learn a process to determine what the granting entity seeks, decide whether your company or agency possesses—or can obtain—the resources needed to meet those needs, and write a winning application or proposal. Textbook: I'll Grant You That: A Step-by-Step Guide to Finding Funds, Designing Winning Projects, and Writing Powerful Proposals is available at the Rockville Campus Bookstore.</td>
</tr>
</tbody>
</table>

**Course Outcomes:**
1. Review and analyze a grant award announcement.
2. Prepare a draft outline in response.
3. Determine resources required to carry out grant tasks.
4. Finalize the application or proposal.
Letters That Work: Effective Business Correspondence

WRT 180

The continuing education course is designed for professionals who do a significant amount of writing or specialized writing as part of their day to day activity. Topics include: reviewing sample letters of inquiry, various applications, and how to best target readers in emails, resumes or proposals.

Course Outcomes:

1. Review various types of business correspondence.
2. Analyze techniques of effective letter-writing.
3. Learn to write persuasive letters, with supporting detail and clear next steps.
4. Examine the word choice and general tone of sample letters.

Nonfiction Book Workshop

WRT 158

This course is designed to teach participants to create an outline for their book, write and get feedback on a sample chapter, draft a query letter to publishers, build a marketing plan, and craft the main part of their book proposal. Whether the book belongs in how-to, self-help, memoirs, or one of the few dozen other commercial nonfiction categories, this course will help you zero in on your target audience. It will then equip you with the knowledge to find the right publisher, land a contract, and make your book a success!

Course Outcomes:

- Demonstrate a working knowledge of the publishing industry sufficient to meet their publishing goals.
- Demonstrate the ability to structure, outline and prepare their nonfiction books for the commercial marketplace.
- Perform the basic skills necessary to write a nonfiction book proposal.
- Develop a step-by-step guide to placing their books with publishers.

Novel Writer's Boot Camp

WRT 169

This class is designed to support novel-writers through the creation of their first drafts. Each class will combine lecture topics with trouble-shooting, goal-setting, and group critique. Topics to include: the nuts and bolts of getting that first draft done, getting started, writing methods, outlines vs. "road maps," researching, revising, and more. Participants will have an opportunity to set goals and receive support from fellow writers plus have a chance to receive students' feedback on short excerpts of their work.

Course Outcomes:

1. Troubleshoot the writing process.
2. Demonstrate an understanding of different writing methods, outlines vs "road maps"
3. Support novel-writers through the creation of their first drafts.
4. Develop an understanding of how to set goals and receive support from fellow writers.
5. Discuss the nuts and bolts of getting that first draft done: getting started, researching, writing, and revising.
## Novel Writers’ Boot Camp

**WRT 176**

This continuing education course is designed for entry-level writers to instruct them on writing techniques to develop a first draft. Topics to include: the nuts and bolts of getting that first draft completed; writing methods; outlines vs. road maps; researching; revising.

**Course Outcomes:**
1. Analyze and troubleshoot the writing process.
2. Demonstrate an understanding of different writing methods, outlines vs. road maps.
3. Create first drafts.
4. Set goals and receive support from fellow writers.
5. Discuss techniques in developing a first draft: getting started, researching, writing, and revising.

## Overcoming Writer’s Block and Developing a Mindmap

**WRT 126**

This course is designed to explore methods for overcoming writer’s block and procrastination, while focusing on using mindmapping to brainstorm. These prewriting techniques will generate ideas and help you organize them before writing complete sentences. This course will provide practical suggestions for the beginning stages of both professional and personal writing.

**Course Outcomes:**
1. Develop an understanding of techniques for overcoming writer’s block, such as freewriting brainstorming, word associations, creative visualization of imaging.
2. Discuss factors causing writer's block; self-doubt and self-criticism, perfectionism, procrastination.

## Sentence Sense: Mastering the Art of the Sentence

**WRT 020**

This course is designed to focus on the sentence, the basic form for communicating an idea. Your writing will become more interesting with variety in sentence patterns. By mastering the art of sentence building, you will help your reader understand the relationships among your ideas.

**Course Outcomes:**
1. Write precise and concise sentences.
2. Express themselves clearly in writing.
3. Organize their writing.
4. Correct common errors; run-on sentences, fragments, subject-verb agreement and homonyms.
Sentence Sense: Mastering the Art of the Sentence

WRT 153

This course is designed to focus on the sentence, a basic grammatical form for conveying an idea. Students will learn the types of sentences, the use of various conjunctions, and marks of punctuation. Participants will practice constructing sentences and adding punctuation to set off groups of words. Sample sentences will be provided for analysis and rewording.

Course Outcomes:
1. Identify, construct, and edit different types of sentences.
2. Write precise and concise sentences.
3. Use punctuation correctly to set off non-essential clauses and interrupting phrases, as well as to end (or join) sentences.
4. Organize their writing.
5. Express themselves clearly in writing.

Speechwriting

WRT 184

This continuing education course is designed for professionals and provides speechwriting techniques including: style, rhetorical devices, audience analysis, and using quotes and statistics. Topics include: when to use talking points, guide sentences, or a full-text speech.

Course Outcomes:
1. Understand the critical difference in writing for the ear vs. writing for the eye.
2. Understand basic rhetorical devices such as alliteration, fragments, triads, rhythm, and vivid language.
3. Structure an oral presentation to maximize audience impact to inform, stimulate, persuade, or act.
4. Know how to write talking points, guide sentences, or full-text speeches and when to use which format.

Travel Writing

WRT 065

This course is designed to prepare for travel from a writer’s point of view, and then to write and sell articles about travels at home or abroad. This course will help students identify markets, brainstorm multiple ideas, research properly, and sell to a variety of publications.

Course Outcomes:
1. Assemble the materials needed for a travel article before embarking on a trip.
2. Select an appropriate topic for an article and write on it.
3. Complete the necessary research to round out an article.
4. Identify and sell to an appropriate ma
Words at Work: Enhance Your Vocabulary to Advance Your Career

WRT 019

Words are tools in communication, especially in the information age. This course will expand your vocabulary beyond vague, everyday words! Boost your comfort level with the "hard" words you hear and read, as well as with effective words that can strengthen your writing on the job.

Course Outcomes:
1. Expand vocabulary beyond vague, everyday words.
2. Increase the comfort level with effective words that can strengthen your writing on the job.
3. Demonstrate improved vocabulary in their writing.
4. Select vocabulary that is appropriate.

Writing and Selling Freelance Articles

WRT 118

This course is designed to teach participants how to write and sell free-lance articles to magazines, newspapers, newsletters, and company publications. Focus is on the fundamentals of writing successfully-practicing research and interviewing techniques, and putting together nonfiction stories and articles. Marketing strategies, such as submitting query letters and finished manuscripts, will be discussed.

Course Outcomes:
1. Identify areas in which freelance writers are needed.
2. Gather appropriate information.
3. Demonstrate ability to market their story and how to propose it to an editor and get it published.
4. Demonstrate ability to find outlets and resources for

Writing Effectively on the Job

WRT 021

Business writing ranges from e-mail to technical manuals, all requiring different styles. This course explores choices in format, wording, and usage. You will learn to adapt your writing style to the audience and purpose, as well as identify problems in sample business writing. The goal will be to communicate clearly and concisely in today's fast-paced workplace. No text required. Bibliography provided.

Course Outcomes:
1. Demonstrate the ability to plan and organize materials to use in reports, letters, and memos.
2. Write precise and concise sentences.
3. Demonstrate the ability to develop paragraphs that are unified and supported.
4. Demonstrate the ability to

Writing the Mystery Novel

WRT 165

Develop your craft as a mystery novel writer. This course is designed to help participants define the type of mystery they want to tell, create an effective beginning and structure the plot to its surprising ending. This course will focus on the basics of writing popular fiction, such as developing an effective protagonist, creating a cast of interesting characters, understanding point of view, editing, and pacing, and then see how they apply to the mystery genre.

Course Outcomes:
1. Define the various sub genres of the mystery novel and how they differ from one another.
2. Understand how to find inspiration.
3. Understand how to grab the reader with an effective opening.
4. Edit one’s own work, do research, and work with a critique group.
5. Demonstrate general knowledge of the basics of writing popular fiction: character development, point of view, pacing, plot structure, etc.