Affordable, practical, and convenient classes at locations throughout Montgomery County, Maryland

Registration Opens April 1

SCHEDULE OF NONCREDIT CLASSES

SUMMER 2019
What’s Happening!

Academic Programs & Courses—Montgomery College offers more than 130 programs of study to enable you to achieve your goals. Our academic programs are designed to engage, inspire, and empower you to move forward. Are you a high school student looking to fulfill your early promise, or a high school graduate taking the next step? Are you an adult student looking to master a new discipline, or continue your training and grow your skillset in a specific field? Whether you are a transfer student or an international student, a military service member or senior student, MC has the program for you. Visit: http://www.montgomerycollege.edu/why-mc/academic-programs-courses.html.

Career Coach—Looking for help navigating career choices, employment outlooks, salary ranges, working conditions, local jobs and related Montgomery College programs? With more than 19,000 visits last year, our online Career Coach tool has been greatly received by community members and prospective students alike. Click on the Career Coach icon on the Montgomery College home page for full access to this very popular online resource.

Career Starters Catalog—Did you know Montgomery College offers more than 50 short-term, non-credit career starter programs? Many of these can be completed in one semester and correspond to in-demand local occupations. Visit: http://cms.montgomerycollege.edu/wdce/jobskills.html for the latest edition of this program catalog.

Customized Training for Businesses—MC provides contract training programs for more than 75 organizations each year. These custom designed programs are tailored to meet individual business needs or development goals. Clients include small businesses, large corporations, local and Federal government, as well as local nonprofits. To explore the possibilities of growing your organizations’ understanding of new and existing policies or to stay current with ever-changing technology, visit: http://cms.montgomerycollege.edu/wdce/contracttraining.html.

Nonprofit Leadership Bootcamp—Application cycle is open for the fall 2019 Nonprofit Leadership Boot Camp. Do you have experience in the nonprofit sector but want to learn more and expand your network? Join us as we delve deeper to understand nonprofits in a fun and creative setting. Applicants should have at least three years of nonprofit experience. For more information, visit: http://cms.montgomerycollege.edu/wdce/npti_bootcamp.html.

Summer Dinner Theater—Become part of a musical theater production! In this intensive 11-week course, we present two major musicals, give 12 public performances, and serve more than 5,000 meals. Our shows for 2019 will be Spamalot and Sweet Charity. We look for students who are talented, willing to work hard, and have some theatrical experience. Although Summer Dinner Theatre is a college-level course, we encourage talented high school students, aged 16 and above, and interested community members to audition as performers or interview as technicians. Scholarships are available. Students can earn back some of the tuition costs through a work option by working as greeters and hosts during the dinner portion of the evening. Please visit www.montgomerycollege.edu/sdt for complete information and the student calendar. Auditions for performers and interviews for technical positions: Friday, Saturday, and Sunday, May 3, 4, and 5, with callbacks on May 11 and 12. You must audition and/or interview prior to registering for class. Students will be told specific day(s) and time(s) for callbacks. See page 47 for more details.

MAKE YOUR MOVE

MC MONTGOMERY COLLEGE

Workforce Development & Continuing Education
If you need more information about course offerings, registration, or special programs available through Workforce Development & Continuing Education, call us between 8:30 a.m. and 9 p.m., Monday through Friday, or 8:30 a.m. to 4 p.m., Saturday, at 240-567-5188 or e-mail wdce@montgomerycollege.edu.

General information about programs in this schedule ........................................ 240-567-5188
Registration information .......................................................... wdce@montgomerycollege.edu ........................................ 240-567-5188
Fax ........................................................................................................ 240-567-7937
Web ........................................................................................................ montgomerycollege.edu/wdce

Montgomery College credit courses ........................................... 240-567-5000

Off-Campus Credit/Assessment of Prior Learning 240-567-3820
Adult Literacy and GED® Test Prep....................... GED@montgomerycollege.edu ........................................ 240-567-8950
Advanced Placement Institute ..................... apsi@montgomerycollege.edu ........................................ 240-567-2592
Animal Care and Veterinary Assistant .................. tracy.singleton@montgomerycollege.edu ........................................ 240-567-2599
APPE (ESL) .................................................. esl-rockville@montgomerycollege.edu ........................................ 240-567-7262
Art + Design ........................................................... john.deamond@montgomerycollege.edu ........................................ 240-567-5806
Automotive .................................................. debra.anderson@montgomerycollege.edu ........................................ 240-567-7620
Building and Construction ...................... john.phillips@montgomerycollege.edu ........................................ 240-567-7942
Challenge Program for Adults with Developmental Disabilities . jill.kephart@montgomerycollege.edu ........................................ 240-567-7720
CLEP ...................................................................................................... clep@montgomerycollege.edu ........................................ 240-567-1862
Coaching and Mediation ...................................... transcie.almonte@montgomerycollege.edu ........................................ 240-567-3828
Computer Publishing ......................................... william.humphrey@montgomerycollege.edu ........................................ 240-567-5026
Computer Repair/A+ Certification ...................... eric.jeffers@montgomerycollege.edu ........................................ 240-567-7902
Computer Technology/ITI ........................................... maryann.behme@montgomerycollege.edu ........................................ 240-567-5510
Cosmetology .................................................. tracee.matthias@montgomerycollege.edu ........................................ 240-567-2595
Early Childhood Education ...................... nelida.andres@montgomerycollege.edu ........................................ 240-567-3827
Adult ESOL .................................................. ESOL@montgomerycollege.edu ........................................ 240-567-8950
English for Occupational Purposes (ESL) ............... tiffany.shao@montgomerycollege.edu ........................................ 240-567-7913
Entrepreneurship ........................................... marcy.jackson@montgomerycollege.edu ........................................ 240-567-2592
Event Management ........................................... marcy.jackson@montgomerycollege.edu ........................................ 240-567-2592
Food Safety .............................................. liz.sepulveda@montgomerycollege.edu ........................................ 240-567-3823
Health Sciences Institute ........................................... lisa.bouknight@montgomerycollege.edu ........................................ 240-567-5507
Hospitality ............................................... marcy.jackson@montgomerycollege.edu ........................................ 240-567-2592
Human Resources .................................................. transcie.almonte@montgomerycollege.edu ........................................ 240-567-3828
Income Tax .......................................................... tracee.matthias@montgomerycollege.edu ........................................ 240-567-2595
Instituto Hispano de Negocios ........................................... InstitutoHispano@montgomerycollege.edu ........................................ 240-567-3823
Interior Design .................................................. chantal.vilmar@montgomerycollege.edu ........................................ 240-567-1718
LEED AP (Green Business) ....................................... marcy.jackson@montgomerycollege.edu ........................................ 240-567-2592
Life Sciences Leadership ........................................... transcie.almonte@montgomerycollege.edu ........................................ 240-567-3828
Lifelong Learning Institute ........................................... natasha.sacks@montgomerycollege.edu ........................................ 240-567-1828
Management and Supervision ........................................... transcie.almonte@montgomerycollege.edu ........................................ 240-567-3828
Mediation/Conflict Management ........................................... transcie.almonte@montgomerycollege.edu ........................................ 240-567-3828
National Apartment Leasing ........................................... liz.sepulveda@montgomerycollege.edu ........................................ 240-567-3823
Nonprofit Training Institute ........................................... tracee.matthias@montgomerycollege.edu ........................................ 240-567-2595
Online Courses/ed2go .................................................. janet.lane@montgomerycollege.edu ........................................ 240-567-6938
Performing Arts .................................................. john.deamond@montgomerycollege.edu ........................................ 240-567-5806
Personal Finance .......................................................... lynda.schrack@montgomerycollege.edu ........................................ 240-567-7809
Professional/Career Development .................. natasha.sacks@montgomerycollege.edu ........................................ 240-567-1828
Project Management .................................................. transcie.almonte@montgomerycollege.edu ........................................ 240-567-3828
Real Estate .................................................. marcy.jackson@montgomerycollege.edu ........................................ 240-567-2592
SAT/ACT Prep. .................................................. laura.weihrauch@montgomerycollege.edu ........................................ 240-567-1862
Small Business .................................................. sbel@montgomerycollege.edu ........................................ 240-567-2592
Test Preparation .................................................. laura.weihrauch@montgomerycollege.edu ........................................ 240-567-1862
Transportation Safety Institute ...................... sharon.maxwell@montgomerycollege.edu ........................................ 240-567-2589
CDL ............................................................... sharon.maxwell@montgomerycollege.edu ........................................ 240-567-2589
Driver Education .................................................. alejandra.isaia-herrera@montgomerycollege.edu ........................................ 240-567-1895
Motorcycle .................................................. john.amoroso@montgomerycollege.edu ........................................ 240-567-1889
Veterinary Asst. Training ............................................... tracy.singleton@montgomerycollege.edu ........................................ 240-567-2599
Workforce Technologies .................................................. eric.jeffers@montgomerycollege.edu ........................................ 240-567-7902
World Languages .................................................. laura.weihrauch@montgomerycollege.edu ........................................ 240-567-1862
Writing .......................................................... tracy.singleton@montgomerycollege.edu ........................................ 240-567-2599
Youth Programs .................................................. sharon.wolfgang@montgomerycollege.edu ........................................ 240-567-7264/7917

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APPE (ESL) offers many courses for students whose first language is not English. Courses include instruction in reading, writing, speaking, listening, grammar, pronunciation, and vocabulary. Beginning through advanced levels are available.

For more information, please visit: http://cms.montgomerycollege.edu/wdce/esl.html

Students MUST register IN PERSON, at least ONE WEEK BEFORE the first class starts, at any one of the following locations:

- **Rockville Campus**—Campus Center Room 220 CC
- **Takoma Park/Silver Spring Campus**—Cafritz Foundation Arts Center, Room 230 CF
- **Gaithersburg Business Training Center**—Room 400
- **Germantown Campus**—Humanities and Social Sciences, Room 241 and 243 HS
- **Westfield South in Wheaton**—Room 306

**How to Register for Class**

**New Students**
You must take the WD&CE English as a Second Language Assessment (ESLA). No appointment is necessary for the test. Test results and placement information are given by appointment.

**Testing dates for the Rockville Campus**
Please come to Room 220 in Campus Center (2nd floor) at one of these times for testing:
- Monday 5/20 6:30 p.m.
- Wednesday 5/22 10:30 a.m.
- Tuesday 5/28 6:30 p.m.
- Wednesday 5/29 1 p.m.

**Testing dates for the Takoma Park/Silver Spring Campus**
Please come to Room 230 in the Cafritz Foundation Arts Center at one of these times for testing:
- Tuesday 5/21 6:30 p.m.
- Thursday 5/23 10:30 a.m.
  - The test takes almost two hours.
  - You do not have to make an appointment to take the test.
  - There is no charge to take the test.
  - You will be asked to come back another day to get your test results and course-level placement.
  - Take the test as early as you can because ESL classes fill up early.
  - Do not bring children to the test.

**Returning Students**
Bring your Instructor Placement form to Room 220, Campus Center, Rockville Campus, or to any of the registration sites listed above. This form was provided to you by your instructor after the end of your last class. You can only take a course three times. If you do not pass with a grade of A or B after three times, you cannot take it again without special permission.

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**Degree-Seeking Students**
If you took the Accuplacer ESL and placed into WD&CE, call Rockville: 240-567-7262 or Takoma Park/Silver Spring: 240-567-5611 for a counseling appointment. Bring your Accuplacer ESL test scores to the appointment. If you already have a Counselor Placement form, you may use that form to register and you do not need to see a placement counselor. If you are interested in the credit program, call 240-567-5045 for more information.

Remember, you MUST register in person. You cannot register online, by fax, or by mail.

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**Communication Skills for English Language Learners 3**

Improve your speaking, listening and pronunciation skills to communicate better in daily social and work situations. Learn strategies to start conversations in English and keep them going.

You must have a placement of Reading and Writing 2 or above to take this class. TWA

**Course:** ESL190

$370 + $70 fee = $440; NMR add $225

**Rockville Campus**

CRN#: 14883 19 Sessions  M,W 6/3-8/5 12:30-3 p.m.

Last class on 8/5 meets 12:30-3:30 p.m.

CRN#: 14884 19 Sessions  6/4-8/8 6:30-9 p.m.

Last class on 8/8 meets 6:30-9:30 p.m.

No class 7/4

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**Communication Skills for English Language Learners 4**

Improve your speaking, listening and pronunciation to communicate more effectively in English. Practice using English to solve problems and learn to select appropriate vocabulary and intonation to better communicate your intended message. Discuss past and current events.

You must have a placement of Reading and Writing 3 or above to take this class. TWA

**Course:** ESL191

$370 + $70 fee = $440; NMR add $225

**Rockville Campus**

CRN#: 14885 19 Sessions  M,W 6/3-8/5 12:30-3 p.m.

Last class on 8/5 meets 12:30-3:30 p.m.

CRN#: 14886 19 Sessions  T,R 6/4-8/8 6:30-9 p.m.

Last class on 8/8 meets 6:30-9:30 p.m.

No class 7/4

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**Communication Skills for English Language Learners 5**

Learn to participate more fully in discussions about life, work and current events by telling and listening to stories, giving detailed descriptions and using appropriate stress and intonation patterns. Learn to use English to deal with unexpected or stressful situations.

You must have a placement of Reading and Writing 4 or above to take this class. TWA

**Course:** ESL192

$370 + $70 fee = $440; NMR add $225

**Rockville Campus**

CRN#: 14887 19 Sessions  M,W 6/3-8/5 12:30-3 p.m.

Last class on 8/5 meets 12:30-3:30 p.m.

CRN#: 14888 19 Sessions  T,R 6/4-8/8 6:30-9 p.m.

Last class on 8/8 meets 6:30-9:30 p.m.

No class 7/4

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**Individualized Computer Laboratory**

Study English in the computer lab at your own time and pace, concentrating on lessons that you choose. If you are enrolled in APPE ESL courses, you may use the lab without registering and paying for this course during the semester in which you are registered. Scheduled ESL classes meeting in the lab will receive priority seating. TWA

**Course:** ESL057

$80 + $70 fee = $150; NMR add $120

**Rockville Campus**

CRN#: 14886 6/3-8/8

Lab is open 11 a.m. to 7 p.m. M, T, R

Lab is open 11 a.m. to 2:30 p.m. W, F

Lab is closed 7/4 and 7/5

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**All Levels**

**General Communication Courses**

**Communication Skills for English Language Learners 1**

Learn to communicate in English about your daily life and needs. Improve speaking, listening and pronunciation, and increase basic vocabulary. TWA

**Course:** ESL187

$370 + $70 fee = $440; NMR add $225

**Rockville Campus**

CRN#: 14881 19 Sessions  M,W 6/3-8/5 12:30-3 p.m.

Last class on 8/5 meets 12:30-3:30 p.m.

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**Communication Skills for English Language Learners 2**

Improve your listening comprehension and vocabulary while increasing your ability to communicate in daily situations in English. Practice pronunciation patterns and learn strategies to help better communicate in English. TWA

**Course:** ESL188

$370 + $70 fee = $440; NMR add $225

**Rockville Campus**

CRN#: 14882 19 Sessions  M,W 6/3-8/5 12:30-3 p.m.

Last class on 8/5 meets 12:30-3:30 p.m.

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**Communication Skills for English Language Learners 3**

Improve your speaking, listening and pronunciation skills to communicate better in daily social and work situations. Learn strategies to start conversations in English and keep them going.

You must have a placement of Reading and Writing 2 or above to take this class. TWA

**Course:** ESL190

$370 + $70 fee = $440; NMR add $225

**Rockville Campus**

CRN#: 14883 19 Sessions  M,W 6/3-8/5 12:30-3 p.m.

Last class on 8/5 meets 12:30-3:30 p.m.

CRN#: 14884 19 Sessions  6/4-8/8 6:30-9 p.m.

Last class on 8/8 meets 6:30-9:30 p.m.

No class 7/4

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**Communication Skills for English Language Learners 4**

Improve your speaking, listening and pronunciation to communicate more effectively in English. Practice using English to solve problems and learn to select appropriate vocabulary and intonation to better communicate your intended message. Discuss past and current events.

You must have a placement of Reading and Writing 3 or above to take this class. TWA

**Course:** ESL191

$370 + $70 fee = $440; NMR add $225

**Rockville Campus**

CRN#: 14885 19 Sessions  M,W 6/3-8/5 12:30-3 p.m.

Last class on 8/5 meets 12:30-3:30 p.m.

CRN#: 14886 19 Sessions  T,R 6/4-8/8 6:30-9 p.m.

Last class on 8/8 meets 6:30-9:30 p.m.

No class 7/4

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**Communication Skills for English Language Learners 5**

Learn to participate more fully in discussions about life, work and current events by telling and listening to stories, giving detailed descriptions and using appropriate stress and intonation patterns. Learn to use English to deal with unexpected or stressful situations.

You must have a placement of Reading and Writing 4 or above to take this class. TWA

**Course:** ESL192

$370 + $70 fee = $440; NMR add $225

**Rockville Campus**

CRN#: 14887 19 Sessions  M,W 6/3-8/5 12:30-3 p.m.

Last class on 8/5 meets 12:30-3:30 p.m.

CRN#: 14888 19 Sessions  T,R 6/4-8/8 6:30-9 p.m.

Last class on 8/8 meets 6:30-9:30 p.m.

No class 7/4
Pronunciation for Advanced Beginning and Intermediate Students
Learn to better understand spoken English and to be better understood when speaking. Learn how to recognize and produce basic sound patterns of English. TWA
Course: ESL103
$235 + $65 fee = $300; NMR add $160
Rockville Campus
CRN#: 14869 12 Sessions T,R 6/11-7/23 12:30-2:30 p.m. No class 7/4

Reading and Writing 1
For beginning students with some basic knowledge of English. Learn basic English grammar, write simple sentences and paragraphs, and read short simple texts. You will also practice speaking and listening. TWA
Course: ESL165
CRN#: 145240 27 Sessions M,T,W,R 6/3-8/6 6:30-9 p.m. Last class on 8/6 meets 6:30-9:30 p.m. No class 7/4

Reading and Writing 2
For high-beginning students who have already studied English and know some basic English vocabulary and grammar. Improve grammar knowledge, write paragraphs and read a book. This course is helpful if you are planning to take the Accuplacer ESL test. TWA
Course: ESL180
CRN#: 145235 27 Sessions M,T,W,R 6/3-7/18 9:30 a.m.-12 p.m. Last class on 7/18 meets 9:30 a.m.-12:30 p.m. No class 7/4

Reading and Writing 3
For low-intermediate students who have already studied English in school. Review basic English verb tenses and practice writing well-developed paragraphs. Learn to use various reading strategies to help you understand texts. This course is helpful if you are planning to take the Accuplacer ESL test. TWA
Course: ESL168
CRN#: 145236 27 Sessions M,T,W,R 6/3-7/18 9:30 a.m.-12 p.m. Last class on 7/18 meets 9:30 a.m.-12:30 p.m. No class 7/4

Reading and Writing 4
For intermediate students. Read, discuss and respond to readings in writing. Develop and practice skills needed for academic study in the United States. This course is helpful if you are planning to take the Accuplacer ESL test. TWA
Course: ESL176
CRN#: 145240 27 Sessions M,T,W,R 6/3-7/18 9:30 a.m.-12 p.m. Last class on 7/18 meets 9:30 a.m.-12:30 p.m. No class 7/4

Reading and Writing 5
For intermediate students planning to study in U.S. colleges and universities. Improve your ability to express your ideas more clearly and accurately in writing. Practice by writing multi-paragraph compositions in response to readings and discussions. This course is helpful if you are planning to take the ESL Accuplacer test. TWA
Course: ESL223
CRN#: 145248 27 Sessions M,T,W,R 6/3-7/18 9:30 a.m.-12 p.m. Last class on 7/18 meets 9:30 a.m.-12:30 p.m. No class 7/4

Writing—Intermediate Writing
Learn to write and edit well-developed paragraphs. Review basic grammar and punctuation. This course is helpful if you are planning to take the Accuplacer ESL test. TWA
Course: ESL184
CRN#: 145244 16 Sessions T,R 6/11-8/6 3:30-6 p.m. No class 7/4

Writing—Intermediate Writing 2
Review writing and editing of well-developed paragraphs. Introduction to writing a multi-paragraph essay. This course is helpful if you are planning to take the Accuplacer ESL test. TWA
Course: ESL225
CRN#: 145249 16 Sessions T,R 6/6-8/6 3:30-6 p.m. No class 7/4

ROOM NUMBERS
Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records.
Animal Care

Animal Care and Veterinary Assistant

Animal Care
This course is designed to teach interested participants about various careers and career paths in the animal care industry. Topics will include animal care and control, kennel operations, adoptions, and humane education. Field trips may be included with course teaching. TWA

Course: PET012 12 Hours
$50 + $100 fee = $150; NMR add $120
Gaithersburg Business Training Center
CRN#: 14963 4 Sessions T,R
7/16-7/25 6:30-9:30 p.m.

Animal Reiki I
This course will benefit you if you are new to Reiki or an experienced practitioner wanting to learn about working with animals. You will be introduced to Reiki, the Japanese healing system and the history of its founders. You will learn how you can perform Reiki sessions on animals with a focus on healing and balancing. TWA

Course: PET010 10 Hours
$60 + $150 fee = $210; NMR add $140
Rockville Campus
CRN#: 45329 5 Sessions M,W
6/3-6/17 6:30-8:30 p.m.

Animal Reiki II
This course is designed to enable you to learn the healing methods of Level II Reiki, how distance healing works across space and time, and how Reiki can be complimented with other alternative healing techniques. Each successful student will receive a second level attunement/Animal Reiki Level II Certificate and skills to practice Level II Reiki with animals. Prerequisite: Animal Reiki Level I, TWA.

Course: PET011 10 Hours
$60 + $150 fee = $210; NMR add $140
Rockville Campus
CRN#: 14962 5 Sessions M,W
6/24-7/10 6:30-8:30 p.m.
No class 7/3

Animal Reiki III
This course is designed to teach students advanced methods of using Reiki energy healing with animals, in continuation of the previous two level courses. You will learn healing after surgery or trauma, energy work for animals who have been abandoned, energy work for animals with emotional and behavioral problems, and also techniques for balancing one's own energy and how to pass Reiki healing ability to others. Prerequisite: Reiki I and II, TWA.

Course: PET018 10 Hours
$60 + $150 fee = $210; NMR add $140
Rockville Campus
CRN#: 14964 5 Sessions M,W
7/22-8/5 6:30-8:30 p.m.

Pet First Aid and CPR
Learn how to respond to health emergencies and provide basic first aid and CPR to cats and dogs. You will learn the basic pet owner responsibilities, administering medication, breathing, cardiac emergencies, and treating basic wounds.

Course: PET008 5 Hours
$30 + $45 fee = $75; NMR add $50
Gaithersburg Business Training Center
CRN#: 45328 2 Sessions S
6/22-6/29 10:30 a.m.-1 p.m.

Veterinary Assistant Training

Veterinary Assistant Orientation
This is a mandatory free orientation if you are interested in entering the Veterinary Assistant Training Program. Topics covered will be requirements of the program, hours of the program, and your responsibilities of being a participant of the program. You will also have an opportunity to ask questions. You must register for this orientation. Students are required to have already taken the assessment test when attending orientation.

Course: VET006 2 Hours
Free
Gaithersburg Business Training Center
CRN#:15100 1 Session M
8/12 10 a.m.-12 p.m.
CRN#: 15101 1 Session W
8/14 6-8 p.m.

Veterinary Assistant Assessment Exam
This is the required placement test that must be taken and passed by all students requesting entrance in the Veterinary Assistant Program. Topics covered on the assessment simple math concepts, basic science, math calculations, critical thinking skills, basic grammar and punctuation skills.

Course: VET008 1 Hour
$5 + $20 fee = $25; NMR add $30
Gaithersburg Business Training Center
CRN#: 45399 1 Session W
6/26 1:30-2:30 p.m.
CRN#: 15103 1 Session M
7/15 12:30-1:30 p.m.
CRN#: 15102 1 Session W
8/7 6:15-7:15 p.m.

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Art History II
Analyze major trends in architecture, painting, and sculpture in Western civilization. Explore art movements from the Renaissance through the 20th century, including Proto-Renaissance, Renaissance, Manerist, Baroque, Neoclassic, Romantic, Realist, Impressionist, Expressionist, Cubist, non-objective, and 20th century art. No prerequisites. TWA

Course: ART002 37.5 Hours
$384 + $133.80 fee = $517.80; NMR add $842.40
Takoma Park/Silver Spring Campus
CRN#: 14779 15 Sessions T,W,R
7/9-8/8 9-11:30 a.m.

Welcome to our community of artists! Community Arts provides non-credit classes for professional and aspiring artists, taught by working artists. We build our schedule based on community needs and interests, so we would love to hear from you! Please contact John Deamond at 240-567-5806 or e-mail communityarts@montgomerycollege.edu. Visit montgomerycollege.edu/communityarts to sign up for the mailing list and learn more about classes and events. Classes are for adults age 16 and older unless otherwise noted.

Contact John Deamond at 240-567-5806 or e-mail communityarts@montgomerycollege.edu. Visit montgomerycollege.edu/communityarts to sign up for the mailing list and learn more about classes and events. Classes are for adults age 16 and older unless otherwise noted.

Community Arts is on Facebook!
Keep up with events, new course offerings, registration information, and more. facebook.com/communityartsatmontgomerycollege

ROOM NUMBERS
Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records.
**Mathematics in Art and Design**
“Without mathematics, there is no art,” stated Luca Pacioli, Italian mathematician and collaborator with Leonardo DaVinci. In this course, you will learn how math underlies art and design, and examine their inherent connections. We will explore artworks from antiquity through the Renaissance to modern times, as well as examples from graphic design, geometric and optical art, Islamic ornamentation, cartoons and street art. Hands-on classroom exercises and projects will include geometrical constructions and use of golden-ratio-based Fibonacci sequences, symmetry, patterns, tessellations, elementary perspective, and anamorphosis. No background in math or art is required. TWA

Course: ADS423 25 Hours
$195 + $115 fee = $310; NMR add $160

**Rockville Campus**
CRN #: 14752 10 Sessions S
6/1-6/10 10 a.m.-12:30 p.m.
No class 7/6

**CRAFTS**

**Batik Fabric Dyeing**
Create your own batik fabric prints! Batik is the ancient art of creating designs on fabric using dyes with a “resist”, such as melted beeswax. These fabrics are known for the crackle or veining that appears in the design. Learn to use traditional batik dying methods to create contemporary, personalized works of art on napkins, placemats, garments, paintings, and more. TWA

Course: ADS466 25 Hours
$185 + $125 fee = $310; NMR add $160

**Takoma Park/Silver Spring Campus**
CRN #: 45071 10 Sessions T,R
5/26-6/27 4-6:30 p.m.

**Collage and Assemblage**
Explore and design collage—the combination of different and surprising materials into a whimsical or serious creation. Learn the history of both collage and assemblage, and put it into practice by constructing artwork built on layers of form, color, and design. Learn about incorporating found objects, images, and other unexpected objects into your art. Find inspiration by learning about the work of Picasso, Gretchen Green, Schwitter, Cornell, Bearden, and many others. TWA

Course: ADS339 25 Hours
$160 + $105 fee = $265; NMR add $140

**Takoma Park/Silver Spring Campus**
CRN #: 14735 10 Sessions F
5/31-6/9 1-3:30 p.m.
No class 7/5

**Costuming: From Concept to Pattern**
Explore the process of costume design! Develop your understanding of character design, psychology of clothing, and pattern. Design your own costumes by interpreting scripts, then create finished costume drawings by applying design fundamentals and your own creativity! Leave class with finished sewing patterns ready for manufacture. TWA

Course: PFA045 25 Hours
$195 + $115 fee = $310; NMR add $160

**Takoma Park/Silver Spring Campus**
CRN #: 14958 10 Sessions T
5/28-6/8 7-9:30 p.m.
No class 7/2

**Crafts a**
Explore crafts such as metalry, weaving, enameling, ceramics, and textile design (see section notes for the topic of each class). Learn the fundamental techniques and uses of various materials, with an emphasis on design and craftsmanship. TWA

Course: ART044 75 Hours
$384 + $133.80 fee = $517.80; NMR add $842.40

**Rockville Campus**
CRN #: 45082 15 Sessions T,W,R
5/26-6/27 9 a.m.-2 p.m.

**Topic: Forms and Functional Objects**
CRN #: 14781 15 Sessions T,W,R
7/9-8/8 9 a.m.-2 p.m.

**Topic: Metalsmiting and Wearables**

**Doll Design and Construction**
Explore three-dimensional mixed-media art and the human form through the design and creation of an original art doll. Learn construction methods for assembling an original 16”–18” costumed doll. Begin with rough design concepts and proportional figure sketching, continuing to the construction of a wire armature, hard sculpting doll’s head and hands, soft-sculpting doll’s body, and sewing the doll’s costume. Prerequisite: Basic hand-sewing skills; can be learned in ADS456 Sewing: Introduction. TWA

Course: ADS375 25 Hours
$195 + $115 fee = $310; NMR add $160

**Takoma Park/Silver Spring Campus**
CRN #: 14832 10 Sessions F
5/31-6/9 10 a.m.-12:30 p.m.
No class 7/5

**Jewelry and Metalsmiting**
Learn the fundamental techniques of small-scale metalsmithing and/or jewelry. This course is great for beginners and intermediate/advanced students to practice their skills. Specific projects and techniques vary from session to session based on instructor. Learn skills like sawing, surface enrichment, and soldering. TWA

Course: ADS402 35 Hours
$202 + $133 fee = $335; NMR add $160

**Rockville Campus**
CRN #: 45054 5 Sessions S
6/1-6/29 10 a.m.-5 p.m.

**Topic: In addition to basic skills, this class will focus on surface reticulation of silver and the ancient Korean technique of Keum Bu.**
CRN #: 14746 5 Sessions F
7/12-8/9 10 a.m.-5 p.m.

**Topic: Linked Forms: hinges & linkages for small scale jewelry**

**Mask Making: Introduction**
Make a full-face theatrical mask for the stage! Join mask maker Tara Cariso for a 10-week course in creating performance masks. Ideal for visual and performing artists, actors, and techies, this course will give you a rich introduction to the world of Masking. Create a finished mask from your own design and learn to use it as a performance tool. TWA

Course: PFA048 25 Hours
$185 + $125 fee = $310; NMR add $160

**Takoma Park/Silver Spring Campus**
CRN #: 14959 10 Sessions R
5/30-8/8 7-9:30 p.m.
No class 7/4

**Papermaking and Bookmaking**
Experience the traditional papermaking process from plant to sheet to book. Learn to gather, cook, and beat a variety of plant fibers from the garden. Then go on to create a selection of samples, sheets, and books showcasing the fibers’ unique colors and textures. Open to all skill levels. TWA

Course: ADS450 195 + $115 fee = $310; NMR add $160

**Rockville Campus**
CRN #: 15109 10 Sessions R
5/30-8/8 7-9:30 p.m.

**Renn Fest Costume Workshop**
Create a Renaissance costume in time for Renn Fest! The Renaissance spanned four centuries and kicked off a time in history when art, music, science, and religion. But most importantly it kicked off a cultural revolution that included arts, literature, architecture, and kicked off a cultural revolution that included arts, literature, architecture, trades, and technology. Learn how to create a customized Renaissance costume by researching costumes, practicing different sewing techniques, following sewing patterns, and putting it all together to create a look perfect for the Renn Fest. TWA

Course: PFA036 12.5 Hours
$97 + $63 fee = $160; NMR add $120

**Takoma Park/Silver Spring Campus**
CRN #: 14957 5 Sessions M
7/8-8/5 7-9:30 p.m.
Special Topics in Jewelry, Metalsmithing, and Craft
Dive into focused processes within jewelry, metalsmithing, or craft. Class is open to students of all levels, but is the recommended course for students that have some experience. TWA
Course: ADS429
5 Hours
$202 + $133 fee = $335; NMR add $160
Rockville Campus
CRN#: 45055 5 Sessions F
5/31-6/28 10 a.m.-5 p.m.
Topic: The many functions of the Hydraulic Press
CRN#: 14811 5 Sessions S
7/13-8/10 10 a.m.-5 p.m.
Topic: Creative Forming with Metal

Stained Glass: Introduction
Create your own stained glass panel using the Tiffany method! Learn how to design your pattern, choose colors, cut and grind glass, and solder glass together. By the end of the class, you will complete one stained glass panel. No previous experience needed. Students must bring a pencil and ruler to the first class; any other drawing tools optional. TWA
Course: ADS446
12.5 Hours
$75 + $80 fee = $155; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 14759 5 Sessions W
7/10-8/7 7-9:30 p.m.

Drawing I
Explore methods, materials, and drawing techniques using graphite, charcoal, and ink. Gain confidence in learning to “see” and record experiences on paper. No prior drawing experience necessary. TWA
Course: ART033
75 Hours
$394 + $133.80 fee = $527.80; NMR add $424.40
Takoma Park/Silver Spring Campus
CRN#: 14508 19 Sessions M, T, W, R
5/28-6/27 9 a.m.-1:05 p.m.
CRN#: 14507 20 Sessions M, T, W, R
5/28-6/27 5:30-9:30 p.m.

Introduction to Drawing
Learn fundamental drawing skills such as gesture, proportion, composition, cross contour, line, and perspective. Working from direct observation with still life, you will learn to translate three-dimensional space to a two-dimensional image. Explore various techniques, including graphite, pens, and ink. No prior drawing experience necessary. TWA
Course: ADS039
25 Hours
$182 + $123 fee = $305; NMR add $160
Germantown Campus
CRN#: 14772 10 Sessions R
5/30-8/8 7-9:30 p.m.

Cartooning Workshop: Extreme Expressions!
From a sly wink to a sizzling glare, learn how to make your characters emote with such passion that your readers will be awestruck. Participants will learn how to effectively use the animation principle of squash and stretch to pull the most expression out of the faces of their characters without breaking them. And then break them. Open to all experience levels.
Course: ADS440
3 Hours
$22 + $18 fee = $40; NMR add $30
Takoma Park/Silver Spring Campus
CRN#: 14731 8 Sessions R
6/6-8/1 7-9:30 p.m.
No class 7/4
Drawing Workshop: Abstraction with Conté & Pastel  NEW
Learn how artists envision and plan abstract compositions, and create your own! This week, we will use conté crayons and pastels to create a drawing.
Course: ADS477  
CRN#: 14812  
M  8/5  
6:30-9:30 p.m.

—Takoma Park/Silver Spring Campus—

Drawing Workshop: Drawing Basics
Learn basic drawing techniques using pencil, graphite, and tortillons. You will focus on drawing from a still life. This workshop is geared toward optimizing use of materials.
Course: ADS460  
CRN#: 45063  
S  6/1  
1-4 p.m.

Drawing Workshop: Ink Still Life
Draw from observation using ink (nibs and/or ballpoint and fountain pens) and learn hatching and cross-hatching techniques. We will continue to work from still life objects.
Course: ADS461  
CRN#: 45064  
S  6/8  
1-4 p.m.

Drawing Workshop: Colored Pencil Landscape
Explore the use of colored pencils, including drawing methods and blending colors. We will draw from landscape photographs this week, so please bring one.
Course: ADS462  
CRN#: 45067  
S  6/15  
1-4 p.m.

Drawing Workshop: Watercolor Pencil & Graphite Still Life
Learn basic drawing techniques combining the use of watercolor pencils and graphite. We will continue our exploration of still life this week.
Course: ADS463  
CRN#: 45068  
S  6/22  
1-4 p.m.

Drawing Workshop: Colored Pencil & Pastel Portrait
Learn basic drawing techniques using colored pencils and pastels. This week we will explore drawing portraits from a printed document.
Course: ADS464  
CRN#: 45069  
S  6/29  
1-4 p.m.

Drawing Workshop: Watercolor Still Life
Learn basic watercolor techniques using monochome tone or inks. Discover the application of mixed media and wet techniques. This week, we will continue our exploration of still life.
Course: ADS469  
CRN#: 14763  
S  7/6  
1-4 p.m.

Drawing Workshop: Self-Portrait in Multiple Media
Discover tools and techniques for drawing the portrait, including pencil and graphite, color pencil, watercolor, and wet technique pastel. This week, we will explore self-portraiture from a photograph, so please bring a photograph of yourself!
Course: ADS470  
CRN#: 14764  
S  7/13  
1-4 p.m.

Drawing Workshop: Portraiture in Multiple Media
Discover or revisit the tools and techniques for drawing portraits. We will continue exploring the use of pencil and graphite, color pencil, watercolor, wet techniques, and pastel. This week, we will create portraits based on the photograph of a child, so please bring a photo.
Course: ADS471  
CRN#: 14765  
S  7/20  
1-4 p.m.

GRAPHIC DESIGN AND DIGITAL ARTS

Digital Tools for the Visual Arts  NEW
An examination of the digital tools used in the visual arts. Students are exposed to the theory and function of the major software packages and basic digital design principles utilized in the visual arts. Topics include operating systems, typography, vector and bitmap imaging, page layout, PDF creation and editing, timeline-based video editing, file transfer, output, web, emerging technologies, and other material relative to the digital visual arts workflow. TWA
Course: ART057  
CRN#: 45057  
75 Hours  
5/21 - 7/14  
$512 + $178.40 fee = $690.40; NMR add $1,123.20
Takoma Park/Silver Spring Campus
CRN#: 14783  
20 Sessions  
M,T,W,R 7/8-8/8  
1-5:10 p.m.

Free Mac OSX Crash Course
Take this free class if you are unfamiliar with Mac computers or need to brush up on your skills. Most of our graphic design and digital arts classes are taught on Macintosh computers with the OSX operating system. This class is open to anyone at any skill level. Take it to prepare for another course or by itself. It’s free and has no restrictions!
Course: ADS430  
CRN#: 45056  
1 Session  
T 5/21  
6:30-9:30 p.m.
Rockville Campus
CRN#: 45057  
1 Session  
M 5/20  
6:30-9:30 p.m.

Introduction to Graphic Design Software
Wondering how technology can be used as a tool for making art? Using Adobe CC, explore the professional photo, drawing, and layout programs Adobe Illustrator, Photoshop, and InDesign. Learn fundamental 2D design skills and investigate how to use these professional programs to meet your creative needs. No prior knowledge of computer applications is required to take this course. TWA
Course: ADS319  
CRN#: 14790  
25 Hours  
5/19 - 7/13  
$185 + $125 fee = $310; NMR add $160
Germantown Campus
CRN#: 14734  
10 Sessions  
R 5/30-8/8  
7:30 p.m.
No class 7/4
Takoma Park/Silver Spring Campus
CRN#: 14733  
10 Sessions  
S 6/1-8/10  
9:30 a.m.-12 p.m.
No class 7/6

Typography  NEW
Typography, the artful representation of words, is a fundamental building block of graphic design. Learn typography as both an art form and a communication tool. Learn the basics to successful typographic design by focusing on the history of type, type technology, and type design. Prerequisite: Experience using a Mac; can be fulfilled through ADS430 Free Mac OSX Crash Course or ADS319 Intro to Graphic Design Software. TWA
Course: ADS198  
CRN#: 14729  
10 Sessions  
T 5/28-6/6  
1:30-4 p.m.
No class 7/2
Takoma Park/Silver Spring Campus
CRN#: 14730  
8 Sessions  
W 6/5-7/3  
6:30-9:30 p.m.
No class 7/3

Photoshop I
Learn the basic tools of Adobe Photoshop and how to creatively enhance or alter scanned or digital camera images for use in original artwork, graphic design, and web media. Topics include the tool palette, menus, layers, filters and special effects, color palettes, photo color correction, composing photos with text, and file formats. With these tools, you will create effective composition in your images. Prerequisite: Experience using a Mac; can be fulfilled through ADS430 Free Mac OSX Crash Course or ADS319 Intro to Graphic Design Software. TWA
Course: ADS199  
CRN#: 14729  
10 Sessions  
T 5/28-6/6  
1:30-4 p.m.
No class 7/2
Takoma Park/Silver Spring Campus
CRN#: 14790  
8 Sessions  
W 6/5-7/3  
6:30-9:30 p.m.
No class 7/3

Photoshop II
Continue your exploration of Adobe Photoshop CC with a focus on the development of intriguing visual solutions to real-world creative projects. Investigate creative photo techniques, layer and text management, digital photography, transferring electronic media to print, preparation of web images, and image archiving and management. Prerequisite: ADS198 Photoshop I or equivalent experience. TWA
Course: ADS199  
CRN#: 14729  
10 Sessions  
T 5/28-6/6  
1:30-4 p.m.
No class 7/2
Takoma Park/Silver Spring Campus
CRN#: 14730  
8 Sessions  
W 6/5-7/3  
6:30-9:30 p.m.
No class 7/3

New Media: Introduction  NEW
Discover the technical and marketing power of emerging social media platforms. Learn to become effective co-creators of social media content while working in a multimedia environment. Produce projects that include sound and video. No prior experience necessary. TWA
Course: ART072  
CRN#: 14707  
37.5 Hours  
5/38 - 7/18  
$384 + $133.80 fee = $517.80; NMR add $842.40
Rockville Campus
CRN#: 45088  
17 Sessions  
T,W,R 5/28-7/3  
12:30-2:55 p.m.
Acrylic Painting—Introduction
Explore the amazing medium of acrylic paints! Acrylic is the dominant painting medium of the 20th century, used by artists like Rothko, Warhol, and Hockney. Learn how to use a wide variety of acrylic products, including paint, gels, medium, and grounds. Practice mixing clean colors, controlling drying time, and creating glazes and textures. This course is designed for new artists and those who have never explored acrylics in depth. TWA

Course: ADS414    25 Hours
$195 + $115 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 14751    10 Sessions R
5/30-8/8   1:30-4 p.m.
No class 7/4

Aqueous Media and Collage
Learn to create collages using aqueous media (watercolor) as a unifying tool. Students will conceptualize and assemble compositions related to mythology, symbolism, fantasy, personal iconography, whimsical, and/or spiritual themes. Gain experience using design principles and elements of art to create a unified piece. There is no limit on the combined use of aqueous media: we will incorporate found objects, pen and ink, magazine clippings, colored and watercolor pencils; acrylic paints, pastel, pencil, and discarded paintings. TWA

Course: ADS468    25 Hours
$195 + $115 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 14762    10 Sessions W
5/29-8/7   9:30 a.m.-12 p.m.
No class 7/3

Calligraphy Workshop: Chinese Calligraphy
Chinese calligraphy is its own art form; in this class, discover its styles, meaning, and history. Learn the foundational strokes for writing Chinese calligraphy while practicing brush strokes and constructing Chinese characters.

Course: ADS447    2.5 Hours
$22 + $18 fee = $40; NMR add $30
Rockville Campus
CRN#: 14760    1 Session S
8/3   9:30 a.m.-12 p.m.

Chinese Brush Painting: Flowers, Birds and Landscape
Learn the foundational strokes and principles of composition for Chinese painting using brushes, sumi-e ink, and Chinese watercolors to paint on rice paper. Subjects include: flowers, waterbirds, animals and landscapes. Upon completion of this course, students will create a painting for each subject. Chinese painting wet mount will be taught at the end of class. TWA

Course: ADS403    25 Hours
$195 + $115 fee = $310; NMR add $160
Germantown Campus
CRN#: 14748    10 Sessions M
6/3-8/12   10 a.m.-12:30 p.m.
No class 7/1

Landscape Painting
Explore the landscape as a means of expressing our contemporary world via realism and abstraction. Work outdoors at sites on and off campus, including the rural landscape, cityscape, and other outdoor locations. Develop ideas using source material such as sketches, props, classical documents, and photographs. Work in your preferred color medium/media, such as oil, acrylic, pastel, or watercolor. Students are responsible for their own transportation to off-campus locations. TWA

Course: ADS380    25 Hours
$195 + $115 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 14743    10 Sessions W
5/29-8/7   4-6:30 p.m.
No class 7/3

Oil Painting—Introduction
Discover the medium of the masters! Learn to paint with the same tools as Rembrandt, Van Gogh, Raphael, and Picasso. Take advantage of the thickness and long dry-time of oils to build up your canvas with textures and layers. Learn paint mixing, color relationships, composition, brushwork, and how to create depth. No experience required. TWA

Course: ADS401    25 Hours
$187 + $118 fee = $305; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 14745    10 Sessions F
5/31-8/9   3:30-6 p.m.
No class 7/5

Painting I a
In this introductory studio course, you’ll create representational, abstract, and non-objective paintings and develop technical skills such as the ability to size and prime canvases. Demonstrations, lectures, and class critiques will be employed. TWA

Course: ART026    75 Hours
$384 + $133.80 fee = $517.80; NMR add $842.40
Takoma Park/Silver Spring Campus
CRN#: 45036    19 Sessions M,T,W,R
5/26-8/6    9 a.m.-1:05 p.m.

Painting Workshop: Chinese Po-Mo Painting
Po-Mo painting is a freestyle Chinese painting technique. Play with colors and learn Po-Mo techniques, which involve working wet-on-wet with watercolor and ink. You will create two paintings by the end of class. Open to all levels. Tuition includes all supplies to complete two paintings. TWA

Course: ADS432    5 Hours
$37 + $28 fee = $65; NMR add $50
Rockville Campus
CRN#: 14753    1 Session S
8/3   1-6 p.m.

Painting: Beginning Watercolor
Learn the basic tools and techniques of watercolor painting in this introductory class. Emphasis on how to utilize color in creating an effective composition. Demonstration, discussion, and critiques will augment studio work. Bring tubes of red, blue, and yellow watercolor paint, a one-inch flat watercolor brush, and a jar for water to the first class. Subject matter includes still life, landscape, and portrait painting. TWA

Course: ADS350    25 Hours
$190 + $115 fee = $305; NMR add $160
Germantown Campus
CRN#: 14741    10 Sessions R
5/30-8/8   1-3:30 p.m.
No class 7/4

Rockville Campus
CRN#: 14740    10 Sessions S
6/1-8/10   9:30 a.m.-12 p.m.
No class 7/6

Painting: From Realism to Abstraction
Have you wanted to create an abstract painting, but didn’t know where to start? This course will provide you with the skills to do just that! You will learn how to abstract a realistic image using concepts such as contrast, shape modification, changeover lines, and geometric form. From there, you will create an abstracted image from a drawing, a photo, or a painting of your choice. TWA

Course: ADS360    25 Hours
$185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 14742    10 Sessions S
6/1-8/10   1-3:30 p.m.
No class 7/6

Supply lists will be provided the first day of class unless otherwise noted. Bookstores on all campuses carry most of the art supplies you will need.
Painting: Intermediate Watercolor
Learn watercolor painting as a process that begins with design, composition, and thoughtful color selection, and ends with a series of finished paintings that reveal personal stylistic expression. You will select subject matter of individual interest and develop personal style through the process of creative expression. Bring to the first class: 1 full sheet (22” x 30”) of 140 lb or 300 lb cold pressed watercolor paper; scraps of paper for sampling color; a palette; tubes of watercolor paint; brushes; and a container for water. Prerequisite: ADS350 Beginning Watercolor or equivalent experience. TWA
Course: ADS345 25 Hours $195 + $115 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus CRN#: 45062 5 Sessions R 5/30-6/27 10 a.m.-1 p.m.
No class 7/6

Plein Air Urban Painting
Explore the vibrant downtown areas of DC and learn to paint the urban landscape. You are encouraged to work in the painting medium of your choice. Expand your critical thinking through the challenge of painting in outdoor urban environments where people are walking, light is shifting, and focus is of the utmost importance in conveying a representational scene. Prerequisite: Basic oil or acrylic painting experience; can be learned in ADS340 Intro to Oil Painting; ADS414 Intro to Acrylic Painting, or another painting class. TWA
Course: ADS453 15 Hours $110 + $85 fee = $195; NMR add $120
Takoma Park/Silver Spring Campus CRN#: 45066 5 Sessions R 5/30-6/27 10 a.m.-1 p.m.

Studio Painting: Independent Studies in Oil Painting
From trompe l’œil techniques to abstraction expressionism, develop your own painting style. You will primarily work on paintings and subjects of your own choosing. There will be a limited number of group studies intended to enhance the participants’ own direction. Bring your oil painting supplies including canvas of your choice and your painting concept to the first class. TWA
Course: ADS341 25 Hours $195 + $115 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus CRN#: 45066 5 Sessions R 6/1-8/10 9:30 a.m.-12 p.m.
No class 7/6

Photography and Video

Advanced Media Content Production a
NEW Work directly with a non-profit client to produce web-based videos. Learn the tools needed to work with clients while producing portfolio-quality media content. Gain experience as a project manager, including scheduling, communication, and accountability. Attend lectures on campus, and choose whether to complete lab portions (Thursday 6-8:30 p.m.) on campus or online. Prerequisite: ADS381 Video Editing I, ART054 Video Editing, or TVRA140 Video Editing. TWA
Course: ART070 75 Hours $512 + $178.40 fee = $690.40; NMR add $1,123.20
Rockville Campus CRN#: 45086 17 Sessions T,R 5/28-7/18 4-5:40 p.m. (T)
No class 7/4 4-8:30 p.m. (R)

Digital Photography
A practical, hands-on introduction to the fundamental technical and aesthetic principles of digital photography. The class includes demonstrations, lectures, group critiques, and discussion. Learn DSLR (digital single lens reflex) camera operation, shot composition, and digital retouching and manipulation. Required equipment: a DSLR or mirrorless interchangeable lens camera with at least 7.0 megapixel resolution, memory card, and flash drive. TWA
Course: ADS318 15 Hours $150 + $100 fee = $250; NMR add $140
Rockville Campus CRN#: 14732 5 Sessions T 7/9-8/6 9:30 a.m.-12:30 p.m.
Takoma Park/Silver Spring Campus CRN#: 45050 5 Sessions R 5/30-6/27 6:30-9:30 p.m.

Digital Photography, Introduction a
This introductory course, you will use digital cameras and basic image editing software. Learn print production for making black-and-white and color photographs and studio techniques that include portrait lighting and still life photography. No prior photography experience is required. You will use digital photography for the production of a photographic portfolio. TWA
Course: ART059 66 Hours $384 + $133.80 fee = $517.80; NMR add $842.40
Rockville Campus CRN#: 45085 14 Sessions T,R 5/28-7/16 6-10:55 p.m.
No class 7/4
Rockville Campus CRN#: 45084 14 Sessions T,R 5/28-7/16 12:4-5:5 p.m.
No class 7/4

Video Editing a
NEW An introduction to the equipment and procedures used to manipulate video and audio using professional nonlinear editing software. Hands-on projects allow students to create, mix, and edit video, animations, images, and sounds into presentations suitable for visual arts, educational, and corporate use. TWA
Course: ART075 62.5 Hours $384 + $133.80 fee = $517.80; NMR add $842.40
Rockville Campus CRN#: 45083 15 Sessions M,W 5/29-7/17 6-10:45 p.m.

New Media: Introduction a
NEW Discover the technical and marketing power of emerging social media platforms. Learn to become effective co-creators of social media content while working in a multimedia environment. Produce projects that include sound and video. No prior experience necessary. TWA
Course: ART072 37.5 Hours $384 + $133.80 fee = $517.80; NMR add $842.40
Rockville Campus CRN#: 45088 17 Sessions T,W,R 5/28-7/3 12:30-2:55 p.m.

Sound Design: Introduction a
NEW Explore the discipline of sound design and how it relates to film, video, and theater! Discover how to create a soundscape that includes music, dialog, ambiance, and effects. Use field recorders to capture sounds, and edit them using Adobe Audition CC. Gain a working knowledge of professional audio creation and production techniques and an understanding of the theories and concepts that underly sound in audiovisual media. TWA
Course: PFA050 25 Hours $185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus CRN#: 14961 10 Sessions T 5/28-6/8 7-9:30 p.m.
No class 7/2

Video Editing a
NEW An introduction to the equipment and procedures used to manipulate video and audio using professional nonlinear editing software. Hands-on projects allow students to create, mix, and edit video, animations, images, and sounds into presentations suitable for visual arts, educational, and corporate use. TWA
Course: ART075 62.5 Hours $384 + $133.80 fee = $517.80; NMR add $842.40
Rockville Campus CRN#: 45083 15 Sessions M,W 5/29-7/17 6-10:45 p.m.

ROOM NUMBERS
Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records.

Colisted ▲ Tuition Installment Plan ♥ VA-Approved TWA Tuition Waiver Applies NMR Non-Md. resident additional fee

ART + DESIGN
Video Editing Part I: Premiere Pro Basics
Use Adobe Premiere Pro CC to edit digital videos for artistic, commercial, educational, and personal use. Learn basic editing techniques, use of the title tool, layering videos, mixing sound, moving clips, and exporting your finished product. Please bring a $500+ USB3.0 external hard drive, headphones with a 3.5 mm jack, and your MyMC login to the first class. Prerequisite: Experience using a Mac; can be fulfilled through ADS430 Free Mac OSX Crash Course or ADS319 Intro to Graphic Design Software. TWA
Course: ADS391 13.5 Hours $102 + $88 fee = $170; NMR add $120
Germantown Campus
CRN#: 45052 5 Sessions W 5/29-6/26 4:45 p.m.
Rockville Campus
CRN#: 45053 5 Sessions W,S 6/12-6/26 6:30-9:30 p.m.(W) 9:30-11:45 a.m.(S)
Takoma Park/Silver Spring Campus
CRN#: 14744 5 Sessions S 7/13-8/10 9:30 a.m.-12:15 p.m.

Writing for Broadcast & New Media
Explore the methods and styles of writing for video and audio production. Create engaging narratives to be performed as part of broadcast and non-broadcast projects. No prior experience required. TWA
Course: ART071 37.5 Hours $384 + $133.80 fee = $517.80; NMR add $842.40
Rockville Campus
CRN#: 45087 17 Sessions T,W,R 5/28-7/3 9:30-11:55 a.m.

PRINTMAKING
Immerse yourself! These one-week intensive workshops allow you to focus entirely on learning a new skill. Each workshop is led by a well-known professional in her or his field. This class is geared toward professionals and highly experienced amateurs.

Topic: Multiblock Woodcut
A professional printmaker will share her unique approach to woodcut printmaking, offering insight into drawing and carving techniques, transferring, registering and printing multi-block color in variations of CMYK. Work with instruction to develop an original woodcut print in up to 4 block color; you choose the number of color blocks and level of difficulty. Draw images on blocks of birch plywood and hand-carve in low relief for printing with oil-based inks. Expand your application of traditional woodcut craft while experiencing Valerie's intricate & spirited methods of block printing.

Course: ADS434 25 Hours $187 + $118 fee = $305; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 45059 10 Sessions T,R 5/28-6/27 1-3:30 p.m.

Adobe Creative Cloud Classes

Take a class in an Adobe App!

Explore Photoshop, Illustrator, and InDesign in Introduction to Graphic Design Software, page 9
Learn the basics of Photoshop in Photoshop I, page 9, or continue your studies in Photoshop II, page 9
Design your own soundscape with Adobe Audition, page 11
Discover Professional Video Editing with Adobe Premiere Pro in Video Editing Part I, page 12

Immerse yourself! These one-week intensive workshops allow you to focus entirely on learning a new skill. Each workshop is led by a well-known professional in her or his field. This class is geared toward professionals and highly experienced amateurs.

Topic: Uncanny Animal Heads
Explore the narrative, emotional, and conceptual potential of the animal head in clay with Lindsay Pichaske. Draw inspiration from personal experience, archetypes, and observations in the natural and manufactured world. Begin with small head studies, translating these into life-sized or half scale animal heads. Discover Lindsay's building methods, including solid construction with pipe armature, slab building, and sculpting facial features. Learn about mixed media and ‘cold’ surfaces, display mounts and stands, firing in sections, and rejoining. Prerequisite: at least three college-level classes in ceramics.

Course: ADS438 30 Hours $300 + $100 fee = $400; NMR add $225
Takoma Park/Silver Spring Campus
CRN#: 45061 5 Sessions M,T,W,R 6/17-6/21 9 a.m.-4 p.m.

Sculpture
An introduction to the problems and principles of sculpture, this course covers theory and basic techniques used in sculpture in the round. Projects will use a range of materials such as wood, plaster, mixed media, and metals. Prerequisite: ART049/ARTT103 Three-Dimensional Design or the equivalent by permission of the instructor. TWA
Course: ART024 75 Hours $384 + $133.80 fee = $517.80; NMR add $842.40
Rockville Campus
CRN#: 45035 14 Sessions M,T,W 5/28-6/26 9 a.m.-2:25 p.m.

BUILDING AND CONSTRUCTION
For more information please visit: www.montgomerycollege.edu/Departments/giterv/building/index.html.

Advanced Framing and Exterior Finishing
An advanced carpentry course emphasizing framing and exterior finishing of residential buildings. Topics include rafter layout and roof framing, stair calculations and installation, steel framing, exterior door and window installation, and roofing and siding materials and installation. Students are expected to have completed Fundamentals of Carpentry or have equivalent knowledge and experience. TWA
Course: TTG480 75 Hours $512 + $178.40 fee = $690.40; NMR add $1,123.20
Rockville Campus
CRN#: 45383 20 Sessions T,W,R 5/28-7/11 5:30-9:25 p.m. No class 7/4
Building Trades Blueprint Reading
Focus on reading and interpreting working construction drawings and making practical applications in the building trades, primarily in carpentry, electrical, plumbing, and HVAC/R.
Topics include drawing types; symbols and terminology; interpreting scale and dimensioning; floor plans; and mechanical, elevation, and detail drawings. TWA

Course: TGT008 37.5 Hours
$384 + $133.80 fee = $517.80; NMR add $842.40
Rockville Campus
CRN#: 45382 13 Sessions T,R
5/28-7/11 9 a.m.-12:05 p.m.
No class 7/4

Residential Electrical Wiring
An advanced electrical course, emphasizing electrical wiring of residential buildings. Topics include electrical theory, residential design and layout, electrical service calculation and installation, National Electrical Code, device wiring and installation, lighting, and swimming pool wiring. Prerequisite: Students are expected to have completed Fundamentals of Electrical Wiring, or have equivalent knowledge and experience. TWA

Course: TGT481 75 Hours
$512 + $178.40 fee = $690.40; NMR add $1,123.20
Rockville Campus
CRN#: 45384 20 Sessions T,W,R
5/28-7/11 5:30-9:25 p.m.
No class 7/4

Construction Methods and Materials
This course includes an introduction to the terminology, characteristics, and properties of various building materials and construction methods. Particular emphasis is placed on how to select and install various materials and building components. The course is taught in the College Construction Lab where physical samples of various construction products are reviewed and analyzed. No previous knowledge of construction is required. TWA

Course: TGT493 50 Hours
$384 + $133.80 fee = $517.80; NMR add $842.40
Rockville Campus
CRN#: 45016 15 Sessions T,W,R
5/28-6/27 5:30-9:10 p.m.

BASIC REPAIR SERIES

Basic Repair: Deck Design and Construction
Learn to design and build a deck. Basic deck building procedures and techniques will be covered, from layout to finishing. Types of decks and various methods and materials used to build them will also be explored. You should have basic carpentry and tools skills. Please bring safety glasses to the first class. TWA

Course: TTG008 37.5 Hours
$384 + $133.80 fee = $517.80; NMR add $842.40
Rockville Campus
CRN#: 45017 12 Sessions T,R
6/22-8/24 10:45 a.m.-12:15 p.m.
CRN#: 15047 10 Sessions S
5/30-7/11 12:30-2 p.m.

ARCHITECTURE AND CONSTRUCTION MANAGEMENT

Computer Applications in Construction
This course reviews the fundamental software applications used in construction management, administration, estimating, scheduling, and cost control. Topics include an introduction to several software packages used in subsequent courses, internet applications, and emerging technologies in construction. Software packages reviewed and applied include Microsoft Word, Excel, and Powerpoint; Timberline for estimating; and Primavera P6 for scheduling. TWA

Course: TGT502 50 Hours
$384 + $133.80 fee = $517.80; NMR add $842.40
Rockville Campus
CRN#: 45017 20 Sessions T,W,R
5/28-7/11 6:45-8:40 p.m.
No class 7/4

Solar PV Design and Installation
An overview of the fundamentals necessary to design and install a solar photovoltaic electrical system. Topics include grid-tied and battery systems, sizing, mounting, equipment, permitting, code requirements, and financial and environmental incentives. Successful completion of this course allows students to take the NABCEP PV Entry Level Exam. Three hours of lecture, one hour laboratory each week. TWA

Course: TTG521 50 Hours
$384 + $133.80 fee = $517.80; NMR add $842.40
Rockville Campus
CRN#: 45035 11 Sessions T,W
5/28-7/2 5:45 p.m.

Advanced Solar PV Design
This course will cover advanced topics in solar PV technology including design calculations, NEC and fire codes, conductor calculations and sizing, string inverters, commercial systems, energy storage and more. Prerequisite: Have taken Solar PV Design and Installation, or have basic electrical and solar PV knowledge and understanding. TWA

Course: TTG537 25 Hours
$256 + $89.20 fee = $345.20; NMR add $561.60
Rockville Campus
CRN#: 15080 7 Sessions T,W,R
7/3-7/18 5:30-9:15 p.m.
No class 7/4

ROOM NUMBERS
Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records.

ROOM NUMBERS

Building and Construction—Challenge Program

These unique enrichment courses help adults with developmental disabilities function more independently in the home, at work, and in the community. Of equal importance, students will have the opportunity to increase their social and community awareness by visiting Montgomery College and learning what it has to offer. Before class begins, please call 240-567-5188 for classroom assignments, changes, or cancellations.

For more information, please visit: http://www.montgomerycollege.edu/wdce/developmentaleducation.html.

Student Expectations:
Students are expected to be able to navigate Campus independently and must abide by the student code of conduct. Any violation may result in disciplinary action, including dismissal from the program.

For support services due to a disability, please contact Natalie Martinez at 240-567-4118.

Amazing Pets
Have you ever wondered about the secret life of pets? Do you ever wonder what your pet does when you are not home? Join this class and explore the life of your pet. You will learn fascinating facts about pets, such as how they became domesticated, how and why they behave the way they do, and how to take care of them. In this class, cats, dogs, canaries and parrots, hamsters, rabbits, goldfish, and betas will be studied. You should walk away with a renewed understanding of, and interest in your pets. You will learn through research, worksheets, videos, puzzles and activities.

Course: SPP400 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15053 10 Sessions M
6/17-8/19 12:30-2 p.m.

Conversational Spanish for the Workplace
This introductory course is designed to teach basic Spanish phrases and words for workplace conversations and enhance your speaking and listening skills. You will learn basic Spanish language phrases, numbers, weather, calendar, days of the week, introductions, gender pronunciation, and more. You will build your 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 you develop an appreciation for other cultures and is a valuable skill in today's competitive job market.

Course: SPP271 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15047 10 Sessions S
6/22-8/24 10:45 a.m.-12:15 p.m.
Cooking Across America
Did you know that breakfast is the most important meal of the day? In what states were the lollipop and the hamburger bun invented? Where do the largest watermelons grow? You will take a mouthwatering journey across the United States and learn to make a variety of food from all parts of the country. You will develop basic kitchen skills, such as measuring, kitchen safety, and chopping. On your journey, you will learn historical facts and collect new recipes. Join our exciting food road trip!
Course: SPP449
15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15061
10 Sessions R
6/13-8/22
10-11:30 a.m.
No class 7/4

Dancing with Disney
Do you have a favorite Disney character? Do you like the classics like Mickey or Goofy? How about a princess like Jasmine or Belle? Do you prefer the villains like Maleficent or Scar? What about your favorite Pixar character like Woody or Lightning McQueen? In this class you will draw them all! Step by step instruction will be provided on how to draw some of the most loved Disney characters. You will learn about perspective, attitude and style. You will be working with different materials to color our creations, and learn about the man who started it all, Walt Disney. Let's get started Dancing with Disney!
Course: SPP422
15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15055
10 Sessions M
6/10-8/12
12:30-2 p.m.

Fantastic Worlds: Write Your Own Fantasy
Join our writing class as we create a world of fantasy! You will learn how to map and create your own fantasy world. You will learn the elements of how to write your own fantasy. You will improve your reading and writing skills, build vocabulary, and share fantastic stories!
Course: SPP440
15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15059
10 Sessions W
6/19-8/21
10:30 a.m.-12 p.m.

Exercise for Health and Fitness
You know exercise is good for you, but do you know how good? From boosting your mood to improving your sleep quality, energy level and your memory. Did you know that your Brain was a muscle? Practice brain exercises and find out how exercise can improve your life! Join us as we learn to exercise our entire body! Please bring a towel and water bottle to each class. Dress comfortably!
Course: SPP459
15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15062
10 Sessions T
6/11-8/13
7-8:30 p.m.

Geology: Discovering Rocks, Gems and Crystals
Scientists believe the Earth is over 4.5 billion years old. The Earth is made up of many kinds of minerals that bond together to form rocks. Geology is the study of the Earth, it's rocks and minerals. You will be exploring the wonders of geology and learn about the formation of crystals and fossils, as well as the layers of the earth's crust. You will research how the layers of rocks reveal a record of time. You will study volcanoes that produce igneous rocks, then the weathering that changes these rocks into metamorphic or sedimentary rocks. You will also study how early humans used rocks as tools and weapons. Join us on this fascinating journey exploring the wonders of the Earth.
Course: SPP460
15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15063
10 Sessions M
6/10-8/12
10-11:30 a.m.

Cooking Class—America’s Kitchen
Get your taste buds ready! During America's Kitchen cooking class, you will learn basic cooking skills, including the safe use of basic cooking utensils and instruments. You will learn measurements, how to read and how to follow recipes to make a food item from different regions of the United States. Examples of recipes are Johnnycakes from New England, Amish Chicken Corn Soup from Pennsylvania, Stuffed Cabbage Rolls from the Midwest and Fish Tacos from California. Grab your apron!
Course: SPP466
15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15069
10 Sessions T,R
6/13-8/22
10-11:30 a.m.

D.I.Y.: Craft Cycling
Craft cycling is the creative crafters way to recycling, re-purposing and reusing everyday items destined for the trash. Discover ways to recycle old magazines into a decorative bowl, you will re-purpose t-shirts into reusable shopping bags and you will reuse old bottles as fashionably covered spice shakers. Let us put the three R's to work: reuse, recycle and re-purpose old stuff into beautiful crafts!
Course: SPP463
15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15066
10 Sessions R
6/13-8/22
12:30-2 p.m.
No class 7/4

Exercise Program Students
If you need support services due to a disability, please contact Ms. Natalie Martinez at least six weeks prior to the start of class to arrange for accommodations and/or assistive technology. Natalie Martinez: 240-567-4118
E-mail: natalie.martinez@montgomerycollege.edu
If this procedure is not followed, services may be delayed
Introduction to Sewing: Needle and Thread NEW

Do you love to sew? or would you like to learn how to sew? Even if you have never picked up a needle, this is the class for you. You will start with the basics - threading, knotting and learning simple stitches. Then you will dive right into fun projects like a pin cushion, a pillow and a drawstring bag. You will also learn practical techniques like mending a tear and putting on a button. As a class, we will choose a more advanced project to master together. You will be introduced to crochet and embroidery. This is a fun way to learn a practical skill. Come and sew something special with us.

Course: SPP461 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15064 10 Sessions  W
6/12-8/14 12:30-2 p.m.

Money Management: Let’s Save!

Gain practical knowledge about money management and practice basic skills in reading and math while learning to save! Learn the meaning and use of words and terms associated with a savings account, checking account, credit cards, credit limits, credit score, finance charges, and more. You will learn banking terminology and vocabulary relevant to money management. You will write checks, balance a checkbook, record transactions, and keep track of balances. You will learn to manage your money through real-life finance word problems.

Course: SPP428 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15058 10 Sessions  T
6/11-8/13 5:15-6:45 p.m.

JUMP START YOUR READING AND WRITING SKILLS

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 interactive group work activities, worksheets, and videos designed to engage you while acquiring necessary reading comprehension skills.

Course: SPP272 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15048 10 Sessions  S
6/22-8/24 9-10:30 a.m.

Mythology and Superheroes

Did you ever wonder where the ideas for superheroes came from? Learn about connecting mythological Gods with superheroes. Each week you will learn about a mythological God and the super-heroes that have those characteristics. Superman and Captain Marvel were inspired by Zeus, Wonder Woman by Hera, and Captain America by Hercules.

Course: SPP464 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15067 10 Sessions  M,W
6/24-7/24 10:30 a.m.-12 p.m.

Jump Start Your Reading and Writing Skills

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 interactive group work activities, worksheets, and videos designed to engage you while acquiring necessary reading comprehension skills.

Course: SPP272 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15048 10 Sessions  S
6/22-8/24 9-10:30 a.m.

Natural Creations

You will learn how to make a variety of crafts that are nature themed. Some of the materials will be from nature. You will use clay, tissue paper, wire foam, canvas bags, paint and more! You will work in pairs or groups to complete your individual crafts. This will teach you to work together and to collaborate with each other. You will create projects from things you see every day as you develop social skills.

Course: SPP439 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15123 10 Sessions  M
6/10-8/12 10:30 a.m.-12 p.m.

Paint Party

Painting parties are all the rage right now. You will gather to sip fun drinks and learn a new painting technique each week. You will make wonderful take home projects, such as stamped and stenciled aprons, rose mulled drinking goblets and painted trinket boxes. You will paint on canvas, wood and paper. You will try a new drink recipe each week. Creating a drink to go with the theme of the art work. For example: hot chocolate when we paint winter trees and lemonade when we paint daisies on mason jars. Grab your apron and come paint, sip and socialize with us!

Course: SPP414 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15054 10 Sessions  T
6/11-8/13 12:30-2 p.m.

Puppet Palooza: Make Your Own Puppets

You will learn how to make a variety of puppets, from sock puppets to marionettes. You will also write puppet plays, create props and a theater, and perform a puppet play as a final project.

Course: SPP441 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15060 10 Sessions  F
6/21-8/30 10:30 a.m.-12 p.m.
No class 7/5

Graduate Transition Program

The Graduate Transition Program (GTP) at Montgomery College offers a college experience for students with developmental disabilities. GTP is a two-year, noncredit certificate program offering academic classes, job coaching, job development, career exploration, and social and recreational activities.

For information, contact Karla Nabors at 240-567-1660 or karla.nabors@montgomerycollege.edu

Nutrition: Packing a Powerful Lunch for Work

Learn and healthy lunch ideas for preparing your lunch for the workday. You will learn planning, meal prep and packing appropriate portions for work. Learning to eat right is one of life’s most essential lessons. Did you know that one slice of cheese adds more than 100 calories, most of them from fat? Do you know how to handle a “Hunger Attack” or how to change a high calorie, high fat, salty meal into a into a healthy meal? Our choices directly affect our well-being and this course will help you change your choices. Fat, salt and sugar are the biggest enemies of a healthy diet...let’s change that! Join us as we learn to develop healthy eating habits, read labels, understand the pros and cons to healthful cooking and learn best cooking methods.

Course: SPP427 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15122 10 Sessions  R
6/13-8/22 7-8:30 p.m.
No class 7/4

Graduate Transition Program

The Graduate Transition Program (GTP) at Montgomery College offers a college experience for students with developmental disabilities. GTP is a two-year, noncredit certificate program offering academic classes, job coaching, job development, career exploration, and social and recreational activities.

For information, contact Karla Nabors at 240-567-1660 or karla.nabors@montgomerycollege.edu

SAVE THE DATE!

Challenging Youth Resource Fair

For more information: transitionworkgroup@yahoo.com

Saturday, November 2, 2019
Rockville Campus

For more information: transitionworkgroup@yahoo.com
Sing, Dance and Make Music
You will experience the joy of singing, dancing, and playing rhythm instruments in a group. Sharing music with others provides stress release, cognitive improvement, and social bonds. A variety of musical styles will be explored. Join us as we make music together!

Course: SPP425 15 Hours
$160 + $69 fee = $229; NMR add $140

Rockville Campus
CRN#: 15056  10 Sessions  M,W  6/24-7/24  1-2:30 p.m.

Summer Reading  NEW
Join us as we enjoy another great book by Jerry Spinelli, *Loser*. A touching book about the human spirit, the importance of failure, and how any name can some day be replaced with "hero." Hold on to your emotions and be prepared to laugh, cry, smile and cheer as we roll through the chapters of this book! Learn reading comprehension skills, build vocabulary, and understand main idea and sequence of events.

Course: SPP292 15 Hours
$160 + $69 fee = $229; NMR add $140

Rockville Campus
CRN#: 15050  10 Sessions  T.R  7/9-8/8  1-2:30 p.m.

Wild About Animals
Have you ever thought about how we share the world with animals? Endangered species? Or how insects help us and hurt us? Join us to learn about various habitats around the world from the plight of endangered species to the hope of adorable baby animals. *Materials needed for class: Colored pens, glue, markers and scissors.*

Course: SPP284 15 Hours
$160 + $69 fee = $229; NMR add $140

Rockville Campus
CRN#: 15049  10 Sessions  W  6/19-8/21  12:30-2 p.m.

Zumba—Introduction
Everyone, lace up your sneakers and let's get moving! Join us for an aerobic fitness program featuring movements inspired by various styles of Latin American dance and music. This exercise fitness program was created by a Colombian dancer and cyclist/choreographer during the 1990’s. Join us for the most AWESOME workout ever! Dance to great music, with great people, and burn a ton of calories without even realizing it! *Please bring a towel and water bottle to each class. Dress comfortably.*

Course: SPP426 15 Hours
$160 + $69 fee = $229; NMR add $140

Rockville Campus
CRN#: 15057  10 Sessions  F  6/21-8/30  10-11:30 a.m.
No class 7/6

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**COMPUTER REPAIR**

*For more information, please visit: [www.montgomerycollege.edu/departments/giterv/workforce/index.html](http://www.montgomerycollege.edu/departments/giterv/workforce/index.html)*

**PC Repair Introduction**

Learn about your own computer, to upgrade, diagnose, and repair PC hardware and software. Content include: examination of hardware, software, and repair procedures related to modern personal computers. No Prerequisites. TWA

Course: TTG516 45 Hours
$465 + $127 fee = $592; NMR add $290

Rockville Campus
CRN#: 15381  9 Sessions  S  6/8-8/10  9 a.m.-3 p.m.
No class 7/6

**COMPUTER TECHNOLOGY/ ITI**

Textbooks are mandatory. Recommended textbooks are optional. Textbooks are available at the campus that the course will be held. Textbooks for Gaithersburg Business Training Center are at the Rockville Campus Bookstore and textbooks for classes held at Westfield South South are at the Takoma Park/Silver Spring Campus Bookstore.

**Other Materials:** A USB Flash drive/memory stick, 512MB or larger is required for ITI classes unless otherwise specified. Please bring to first class.

**Grading:** Report cards are not issued for ITI courses. A Certificate of Completion will be issued to students who complete 80% of the course hours of instruction.

**Software:** Microsoft Office courses use Windows 10 platform and MS Office 2016 unless otherwise specified. QuickBooks software is version 2018.

**Courses Prerequisites:** Some courses require prerequisite skills or training. It is essential students meet course prerequisites. Be sure to check each course description for course prerequisites before registering. Failure to meet course prerequisites may result in being transferred from the class.

*More Information: Please visit: [www.montgomerycollege.edu/iti/](http://www.montgomerycollege.edu/iti/).*

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**Recommended ITI Course Sequence**

*Not sure where to start? We have made it easy for you! Start here!*

Whether you want to start a new career, expand your professional skill set, or learn a new computer skill, the Information Technology Institute has the course or courses for you. Choose from a wide range of career focused, hands-on courses taught by industry professionals.

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**Computer Basics**

New to computers or need to refresh your skills? Start here! The skills taught in these courses are also a necessary foundation for more advanced courses.

- Introduction to Keyboarding
- Computer Basics
- File Management Skills or Working with Windows
- Networking Basics
- Cloud Introduction

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**Administrative Office Support and Microsoft Applications**

Learn or expand the computer skills necessary to be successful in administrative office settings. These courses are recommended for administrative assistants, data entry personnel, sales and marketing, and customer service. Before taking any of these courses, students should take the File Management Skills course or possess the equivalent experience.

- Microsoft Word and Excel Foundation Series
- *Oracle 12c: Intro to SQL* • *Oracle 12c: Database Administrator Certified Associate* • *Cisco CCNA Complete and CCNA Lab* • *CompTIA Network+* • *CompTIA Security+* • *Microsoft Certified Solutions Associate (MCSA): Windows 10* • *Microsoft Certified Solutions Associate (MCSA): Windows Server 2016*

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**Business Applications**

Increase the efficiency of your day-to-day business operations by using technology applications that will make your job easier and business more profitable. These courses are designed for managers, project managers, accountants, bookkeepers, business owners, and other professionals.

- QuickBooks—Levels I, II, & III
- *Microsoft Project Introduction & Intermediate*
- *Creating Your Personal or Small Business Web Site*

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**We offer hands-on certification training geared to help you advance your career and validate your skills.**

- *Oracle 12c: Intro to SQL* • *Oracle 12c: Database Administrator Certified Associate* • *Cisco CCNA Complete and CCNA Lab* • *CompTIA Network+* • *CompTIA Security+* • *Microsoft Certified Solutions Associate (MCSA): Windows 10* • *Microsoft Certified Solutions Associate (MCSA): Windows Server 2016*
— Cloud Technologies —
Learn the cloud computing skills you need to stay relevant in the Information Technology field. The courses are the first steps to achieve Amazon Web Services and Microsoft Azure certifications.
- AWS: Amazon Web Services I, II, & III
- AWS Amazon Web Services DevOps—Intro.
- Microsoft Azure Introduction
- Mastering DevOps with Docker

— Computer Aided Design —
Learn the most popular drafting and design software and take your drafting techniques to the next level. These courses are for drafters, interior designers, civil engineers, mechanics, electricians, or anyone who needs to use drafting and design software.
- Computer Aided Design (CAD) I
- Computer Aided Design (CAD) II: 3D Drawings
- Revit

— CyberAdvantage —
- Cybersecurity Foundations Training

— Cybersecurity —
The following course sequence provides the foundation for a career in cybersecurity. These courses also provide the skills for entry-level positions such as Help Desk Support Technician, Computer Support Specialist, and Network and Computer System Administrators.

Core Courses
- Security Fundamentals
- Cybersecurity—Web Security I and II
- Network+ Certification Training and Exam Prep
- Security+ Certification Training and Exam Prep
- Cisco CCNA Complete
- Cisco CCNA Complete Lab
- Computer Support Specialist—MCSA Windows 10
- Windows Server 2016 Certification

Digital Forensics Track
- Digital Forensics—Introduction
- Digital Forensics—Hands-On

— Data Analysis —
Data is growing exponentially, and so is the demand for IT professionals that possess the skills to handle it. Some of the positions that large and small companies are looking for are Data Analysts, Data Engineers, Data Consultant, and among others. The following courses will help you learn the initial skills to enter this field.
- Data Analysis Fundamentals
- Data Analytics Bootcamp

Data Visualization Track
- Tableau Level I: Introduction
- Tableau Level II: Building Dashboards
- Tableau Level III: Advanced Techniques

— Database Administration—
Database administrators (DBAs) use specialized software to store and organize data, and make it available for users. According to the U.S. Bureau of Labor and Statistics, employment of database administrators is projected to grow 15 percent from 2012 to 2022. The courses below prepare you to become a certified Oracle Database Administrator:
- Oracle 12c: Intro to SQL
- Oracle 12c: Database Administrator Certified Associate
- MS SQL Server Administration I and II

— Digital Graphics —
- Step by Step Guide to Self-Publish with Amazon

— Linux —
- Linux/Unix—Levels I & II
- Linux/Unix—System Administration Introduction

— Mobile Development —
- Programming Fundamentals
- Android Development with Kotlin
- iPhone/iPad Development with Swift

— Networking —
- Networking Fundamentals
- Network+ Certification Training and Exam Prep
- Security+ Certification Training and Exam Prep
- ITI Networking Academy

Electives
- Cisco CCNA Complete and CCNA Lab
- Computer Support Specialist—MCSA Windows 10
- Windows Server 2016 Certification Exam Prep

— Programming —
Programmers write, test, and maintain codes to create computer programs. Programmers are needed in almost all sectors of the economy; they often become system engineers and project managers. The following course sequences will help you start a career in this field.

Java Track
- Programming Fundamentals
- Java—Levels I, II, & III
- Java: Web Development Bootcamp

Software Testing Track
- Programming Fundamentals
- Python Programming—Levels I, II

— SharePoint Technologies—
- Enterprise SharePoint Bootcamp
- Microsoft SharePoint Technologies I & II

— Web and Mobile Design —
- Front-End Web Development
- Learn how to build sophisticated and interactive websites and start your career as a Front-End web developer. These are project-based hands-on courses that will teach you how to create front-end web applications from scratch. Courses can be taken individually, but students who wish to obtain the Front-End Web Development Certificate must enroll and complete all the courses.
- HTML5
- CSS3
- JavaScript
- JQuery
- XMLElements/JSON/Ajax
- Responsive Web Design
- Front-End Web Development Hands-on
- Front-End Web Development Capstone Portfolio

Back-End Web Development
- Python Track
- Programming Fundamentals
- PostgreSQL for Back-End Web Development
- Hosting Full Stack Applications with AWS
- Securing Web Services
- Python I & II
- Java Track
- Programming Fundamentals
- PostgreSQL for Back-End Web Development
- Hosting Full Stack Applications with AWS
- Securing Web Services
- Java I
- Java Web Development Bootcamp

ROOM NUMBERS
Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records.
MS Excel—Level II
Excel 2016 Level II builds on the basic concepts and skills of our Level I course to provide more advanced tools for analysis and presentation of complex, realistic data in Microsoft Excel 2016. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: CMP860 18 Hours
$99 + $177 fee = $276; NMR add $140
Rockville Campus
CRN#: 45124 5 Sessions T,R
6/6-6/6 9:30 a.m.-12:30 p.m.
No class 7/2, 7/4

MS Excel—Level III
Excel 2016 Level III builds on the concepts and skills of our Level I and Level II courses to provide advanced tools for solving real-world problems in Microsoft Excel 2016: lookup and decision-making functions, auditing and error-handling, array functions, date and text functions, importing and exporting, and introduction to Microsoft Power Business Intelligence (Power BI) using Power Pivot and the Power Pivot Data Model, what-if-analysis, and macros. This course follows the curriculum for the Microsoft Office Specialist (MOS). For comprehensive certification training, students should complete Levels I, II, III.
Prerequisites: MS Excel—Level I or equivalent experience.
You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI005 12 Hours
$85 + $163 fee = $248; NMR add $140
Gaithersburg Business Training Center
CRN#: 45268 4 Sessions M,W
6/17-6/26 6:30-9:30 p.m.
Takoma Park/Silver Spring Campuses
CRN#: 14920 4 Sessions T,R
7/16-7/25 6:30-9:30 p.m.

MS PowerPoint—Introduction
Learn PowerPoint 2016 interface, opening and saving a presentation, working with slides, formatting text and text boxes, using templates and themes variations. Learn to insert images, clip art, shapes, and to format images. Learn SmartArt and WordArt features. Learn incorporating and formatting tabular data, animation tools.
Prerequisites: Computer Basics, Working with Windows or File Management Skills or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class.
Course: CMP954 10 Hours
$75 + $145 fee = $220; NMR add $140
Gaithersburg Business Training Center
CRN#: 45127 2 Sessions W,F
6/19-6/21 9 a.m.-2:30 p.m.

MS Word—Intermediate
Learn to apply and modify styles and themes. Learn to insert and modify fields, SmartArt, WordArt, shapes, and watermarks. Create advanced documents with sections and mail merges, use advanced features for revisions and comments, how to manage and finalize documents, and preview as a web page. Students pursuing the Microsoft Office Specialist Certification must take MS Word Introduction, Intermediate and Advanced.
Prerequisites: MS Word—Introduction or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: CMP944 10 Hours
$75 + $155 fee = $230; NMR add $140
Gaithersburg Business Training Center
CRN#: 14820 2 Sessions W,F
7/10-7/12 9 a.m.-2:30 p.m.

MS Word—Introduction
Learn basic features of Access 2016. Learn database concepts, the environment, and help systems; design and create databases. Work with tables, fields, and records; sort and filter data; set field properties and data entry rules. Learn basic queries, forms, and reports. Students pursuing the Microsoft Office Specialist Certification must take MS Access I, II and III.
Prerequisites: Computer Basics, Working with Windows or File Management Skills or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI01 12 Hours
$85 + $163 fee = $248; NMR add $140
Rockville Campus
CRN#: 14921 4 Sessions M,W
7/18-7/21 6:30-9:30 p.m.

MS Outlook
Learn to create e-mail accounts, manage e-mail messages, and track contacts and distribution lists in MS Outlook 2016. Learn how to create appointments and events, keep yourself organized, and how to personalize your inbox.
Prerequisites: Computer Basics and Introduction to Keyboarding or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: CMP227 8 Hours
$69 + $117 fee = $186; NMR add $120
Gaithersburg Business Training Center
CRN#: 45119 2 Sessions W,F
6/12-6/14 9:30 a.m.-1:30 p.m.
**BASIC COURSES**

**Cloud—Introduction**
The new age of computing has meant we barely store things on our devices anymore, and instead we keep our beloved photos, documents and videos in the ubiquitous cloud. However, cloud computing takes many forms and it can get pretty confusing to figure out how to get the most of each service. From OneDrive to iCloud, Google drive to Netflix and iTunes, the course covers the biggest and best of cloud computing and will teach you the best way to manage these online services. This course is intended for computer users who are comfortable navigating the Internet. Students interested in how businesses use the cloud should consider taking the Amazon Web Services (AWS) course sequence. **Prerequisites:** Computer Basics, *Working with Windows*, *File Management Skills*, or *equivalent experience*. TWA

**Courses:**
- **ITI284** 8 Hours
  - CRN#: 45111 2 Sessions  W,F
  - Gaithersburg Business Training Center
  - 6/9-6/11 9:30 a.m.-1:30 p.m.

**Computer Basics**
Learn basic computer operations and how to use web browsers. **Prerequisite:** *Keyboarding skills*. *Introduction to Keyboarding* can be taken concurrently with *Computer Basics*. You must purchase textbook(s)/materials and bring them to the first class. TWA

**Courses:**
- **CMP941** 10 Hours
  - CRN#: 45120 6 Sessions  T,R
  - Takoma Park/Silver Spring Campus
  - $79 + $140 fee = $220; NMR add $140

- **CMP941** 10 Hours
  - CRN#: 45121 6 Sessions  T,R
  - Takoma Park/Silver Spring Campus
  - $79 + $140 fee = $220; NMR add $140

**File Management Skills**
Develop expertise in file management, create folders and subfolders with Windows Explorer, and find and copy files. File management skills are required for students who take MS Office, web development, or programming courses. **Prerequisites:** Computer Basics or *equivalent experience*, and *Introduction to Keyboarding*, or *Keyboarding skills*. You must purchase textbook(s)/materials and bring them to the first class. TWA

**Courses:**
- **CMP073** 8 Hours
  - CRN#: 45125 4 Sessions  M,W
  - Gaithersburg Business Training Center
  - 5/3-5/5 9:30 a.m.-1:30 p.m.

**Networking Basics**
Learn how to set up a small, local computer and digital device network. Connect and secure Wi-Fi devices to a network. Use routers, access points, computers, printers, tablets, cell phones, and other devices in a network. Set permissions and access control in a small network. The concepts learned can be applied to set up home networks as well. **Prerequisites:** Computer Basics, *Working with Windows*, *File Management Skills*, or *Equivalent Experience*. TWA

**Courses:**
- **ITI338** 6 Hours
  - CRN#: 45280 2 Sessions  M,W
  - Gaithersburg Business Training Center
  - 6/10-6/12 9:30 a.m.-12:30 p.m.

**Working with Windows**
Whether you're new to computers or have used them in the past, this class will help you become more comfortable using a personal computer (PC) and, more specifically, the Windows 10 interface. This course will help you to define what a PC is, and familiarize you with the Windows 10 user interface and its basic capabilities. In this course, you will explore Windows 10 and learn how to create documents, send email, browse the Internet, and share information between applications and with other users. **Prerequisites:** Computer Basics or *equivalent experience*. You must purchase textbook(s)/materials and bring them to the first class. TWA

**Courses:**
- **CMP073** 8 Hours
  - CRN#: 45460 5 Sessions  S
  - Takoma Park/Silver Spring Campus
  - 6/1-6/29 9:30 a.m.-12:30 p.m.

**Computer TECHNOLOGY/ITI**

**Business Applications**

**Creating Your Personal and Small Business Web Sites**
Are you interested in creating a personal or business website on your own without having to spend a lot of money for software or professional help? In this introductory course you will learn how to design web pages using HTML and free web authoring tools. Topics will include every phase of the web design process—planning, designing, and implementing. You will also learn about choosing the right Internet Service Provider (ISP), creating web accounts, and uploading web pages using ftp. **Prerequisite:** *Working with Windows* or *File Management Skills* or *equivalent experience*. You must purchase textbook(s)/materials and bring them to the first class. TWA

**Courses:**
- **CMP686** 15 Hours
  - CRN#: 45461 2 Sessions  T,R
  - Gaithersburg Business Training Center
  - 6/11-6/13 9 a.m.-3:30 p.m.

**Networking Basics**
Learn how to set up a small, local computer and digital device network. Connect and secure Wi-Fi devices to a network. Use routers, access points, computers, printers, tablets, cell phones, and other devices in a network. Set permissions and access control in a small network. The concepts learned can be applied to set up home networks as well. **Prerequisites:** Computer Basics, *Working with Windows*, *File Management Skills*, or *Equivalent Experience*. TWA

**Courses:**
- **ITI338** 6 Hours
  - CRN#: 45280 2 Sessions  M,W
  - Gaithersburg Business Training Center
  - 6/10-6/12 9:30 a.m.-12:30 p.m.

**Working with Windows**
Whether you're new to computers or have used them in the past, this class will help you become more comfortable using a personal computer (PC) and, more specifically, the Windows 10 interface. This course will help you to define what a PC is, and familiarize you with the Windows 10 user interface and its basic capabilities. In this course, you will explore Windows 10 and learn how to create documents, send email, browse the Internet, and share information between applications and with other users. **Prerequisites:** Computer Basics or *equivalent experience*. You must purchase textbook(s)/materials and bring them to the first class. TWA

**Courses:**
- **CMP073** 8 Hours
  - CRN#: 45460 5 Sessions  S
  - Takoma Park/Silver Spring Campus
  - 6/1-6/29 9:30 a.m.-12:30 p.m.

**MS Project—Intermediate/Advanced**
This course builds on the basic concepts and skills of our Level 1 course to provide more advanced project planning functions. Learn advanced task scheduling techniques, how to fine-tune task details, resources and resource assignments. The course includes organizing project details to include tracking progress of task assignment and utilization of other project resources. Techniques to get a project back on track using the tracking tools of MS Project 2016 are also covered. The final techniques covered include advance project reporting, customization, sharing project information and consolidating project information and resources. **Prerequisites:** MS Project—Introduction or *equivalent experience*, and *understanding of project management concepts*. You must purchase textbook(s)/materials and bring them to the first class. TWA

**Courses:**
- **CMP847** 12 Hours
  - CRN#: 45461 2 Sessions  T,R
  - Gaithersburg Business Training Center
  - 6/11-6/13 9 a.m.-3:30 p.m.

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**ROOM NUMBERS**
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[http://cms.montgomerycollege.edu/iti/contracttraining.html](http://cms.montgomerycollege.edu/iti/contracttraining.html)

For more information, please visit us online or call 240-567-3830.
**COMPUTER TECHNOLOGY/ITI**

**MS Project—Introduction**

MS Project 2016—Level I provides the basic tools to effectively plan, implement, and control projects using Microsoft Project 2016. Learn how to think through and organize your project details, develop a WBS, plan a schedule, sequence tasks, assign resources and costs, format Gantt charts, calendar schedules and management reports.

At the conclusion of the course you will have produced a baseline project plan. This course is recommended for business owners, team members, and project managers. **Prerequisites:** Understanding of project management concepts, *Working with Windows or equivalent experience*, and *basic knowledge of Microsoft Word and Excel*. You must purchase textbook(s)/materials and bring them to the first class. TWA

**Course:** CMP846

**12 Hours**

$99 + $181 fee = $280; NMR add $140

**Gaithersburg Business Training Center**

CRN#: 45123

2 Sessions

T,R

6/4-6/6

9 a.m.-3:30 p.m.

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**QuickBooks—Level I**

Learn the fundamentals of using QuickBooks 2018 to track the finances of a small business. Set up a new company; manage bank account transactions; maintain customer, job, and vendor information; manage inventory; generate reports; and use the Company Snapshot window. You will also create invoices and credit memos, write and print checks, add custom fields, set up budgets, and learn how to protect and back up your data. **Prerequisites:** Windows and some accounting knowledge or equivalent experience. CPA/CPE accredited. You must purchase textbook(s)/materials and bring them to the first class. TWA

**Course:** CMP078

**12 Hours**

$99 + $198 fee = $297; NMR add $140

**Rockville Campus**

CRN#: 45114

4 Sessions

M,W

6/17-6/26

9:30 a.m.-12:30 p.m.

**Takoma Park/Silver Spring Campus**

CRN#: 45115

4 Sessions

M,W

6/3-6/12

6:30-9:30 p.m.

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**QuickBooks—Level II**

Expand your QuickBooks knowledge! Learn how to customize forms, use other QuickBooks accounts, set up accounts to track inventory and track and pay sales tax, do payroll, estimate time and job costs, write letters, and other day to day transactions. **Prerequisites:** QuickBooks—Level I, keyboarding skills, and some accounting knowledge or equivalent knowledge. CPA/CPE accredited. You must purchase textbook(s)/materials and bring them to the first class. TWA

**Course:** CMP080

**12 Hours**

$99 + $198 fee = $297; NMR add $140

**Rockville Campus**

CRN#: 14814

4 Sessions

M,W

7/8-7/17

9:30 a.m.-12:30 p.m.

**Takoma Park/Silver Spring Campus**

CRN#: 45116

4 Sessions

M,W

6/17-6/26

6:30-9:30 p.m.

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**QuickBooks—Level III**

This course is a step-by-step overview of the payroll processing cycle using QuickBooks. You will learn how to reconcile and record journal entries using Excel and QuickBooks software. In addition to reviewing basic project management payroll and expenses cost accounting concepts, the topics included in the four sessions will feature how to handle manual check disbursement, reconciling payroll bank accounts, and generating Federal and state payroll reports. This course is designed for business owners handling their own payroll process, students seeking employment in payroll accounting, and who need to prepare for the Certified Public Bookkeeper Examination. **Prerequisites:** Basic accounting knowledge, MS Excel—Levels I and II, and QuickBooks—Levels I and II, or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA

**Course:** ITI175

**12 Hours**

$99 + $191 fee = $290; NMR add $140

**Rockville Campus**

CRN#: 14922

4 Sessions

M,W

7/22-7/31

9:30 a.m.-12:30 p.m.

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**Cloud Technologies**

**AWS: Amazon Web Services—Level I**

Gain hands on experience with Amazon Web Services (AWS) products and services in this first in a series of three AWS courses that will help students achieve the AWS “Certified Solutions Architect-Associate” certification. Learn how to connect to, and support, AWS Elastic Cloud Compute (EC2) Windows and Linux server instances. Learn how to select appropriate services for a flexible, high availability environment, and then implement, configure, backup, and maintain them in the cloud. Learn to understand pricing, security, and gain practical experience configuring a fault-tolerant systems environment that can scale automatically to meet changing resource demands. This course is for administrators, architects, and developers interested in using AWS services, as well as those interested in becoming AWS network administrators. All students are expected to have an AWS account, please visit: aws.amazon.com. **Prerequisites:** AWS I or equivalent experience. A textbook is recommended for this class. TWA

**Course:** ITI363

**18 Hours**

$99 + $206 fee = $305; NMR add $160

**Gaithersburg Business Training Center**

CRN#: 45286

6 Sessions

T,R

6/11-6/27

6:30-9:30 p.m.

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**AWS: Amazon Web Services—Level II**

Gain hands on experience with Amazon Web Services (AWS) products and services in this second in a series of three AWS courses that will help students prepare for the AWS “Certified Solutions Architect-Associate” certification. This course progresses students who are already familiar with Amazon Web Services (AWS) by giving them hands on experience with additional tools and capabilities beyond what is provided in the AWS Level I class. Students will learn how to configure and manage the AWS environment with greater efficiency and automation. They will use the command line, SDKs, and templates to use infrastructure as code, they will use CloudFormation, Elastic Beanstalk, and OpsWorks to automate deployment, and they will learn about AWS data storage technologies, and will be introduced to relational database services. This course is for administrators, solution architects and developers interested in using AWS services, and those interested in becoming AWS network administrators. All students are expected to have an AWS account, please visit: aws.amazon.com. **Prerequisites:** AWS Level, and AWS Solutions Architect-Associate certification. This course is for administrators, solution architects and developers interested in using AWS services, and those interested in becoming AWS network administrators. All students are expected to have an AWS account, please visit: aws.amazon.com. **Prerequisites:** AWS I or equivalent experience. A textbook is recommended for this class. TWA

**Course:** ITI364

**18 Hours**

$99 + $206 fee = $305; NMR add $160

**Gaithersburg Business Training Center**

CRN#: 45285

6 Sessions

T,R

5/21-6/6

6:30-9:30 p.m.

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**AWS: Amazon Web Services—Level III**

Gain hands on experience with Amazon Web Services (AWS) products and services in this third in a series of three AWS courses that will help students achieve the AWS “Certified Solutions Architect-Associate” certification. This course progresses students who are already familiar with AWS by giving them hands on experience with additional tools and capabilities beyond what is provided in the AWS Level I & Level II classes. Students will learn how to create a Content Delivery Network (CDN), configure DNS services using Route 53, and how to set up and use applications services like the Simple Queue Service (SQS), Simple Workflow Service (SWS), Elastic Transcoder, the API Gateway, and streaming with Kinesis. Certification exam topics will be reviewed and key Amazon white papers will be reviewed and discussed. All students are expected to have an AWS account; please visit aws.amazon.com. **Prerequisites:** AWS Level, and AWS Level II courses or equivalent experience. TWA

**Course:** ITI364

**18 Hours**

$99 + $206 fee = $305; NMR add $160

**Gaithersburg Business Training Center**

CRN#: 14933

6 Sessions

T,R

7/9-7/25

6:30-9:30 p.m.
## Mastering DevOps with Docker NEW

Docker containers are a flexible platform that allows you to easily build, ship and run your applications in scalable and distributed environments. ITI’s training surveys different deployment options and how to build scalable Docker solutions. This course is for web developers, system admins, operations managers, anyone who is in an IT/testing/QA team, and anyone who wants to learn about Docker. **Prerequisites:** Experience with installing/configuring operating systems, experience with using the command line a plus. You must purchase textbook(s)/materials and bring them to the first class. TWA

**Course:** ITI400 40 Hours $99 + $100 fee = $199; NMR add $120

**Gaithersburg Business Training Center**

CRN#: 45297  4 Sessions T,R 6/18-6/27 6:30-9:30 p.m.

## Computer Networks

### Cisco CCNA Complete Lab ♥

This is the required lab for the Cisco CCNA Complete class. Students registered in this class must also be registered for ITI277. TWA

**Course:** ITI300 40 Hours $15 + $55 fee = $70; NMR add $50

**Gaithersburg Business Training Center**

CRN#: 14926  6 Sessions S 6/29-8/10 9 a.m.-3:40 p.m.

No class 7/6

### Cisco CCNA Complete ▲ ♥

This accelerated class is designed to take you through all four courses of the Cisco Networking Academy CCNA Routing and Switching Program and prepare you for the Cisco Certified Network Associate (CCNA) certification. Achieving the CCNA certification will help you get hired and succeed in jobs related to networking computers and devices. Career pathways include: network technician, support engineer, network administrator, network designer, and network engineer. Montgomery College participates in the Cisco Networking Academy Program and has Cisco lab facilities that are second to none in the region. Cisco labs are required and are held on Saturdays. Students who register for this class must register also for the lab sessions, course ITI300. This is an exciting, challenging and rewarding course. For more information: http://cms.montgomerycollege.edu/Iti/computernetworks/ccnacomplete.html **Prerequisites:** Knowledge of networking infrastructure or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA

**Course:** ITI277 100 Hours $519 + $1384 fee = $1903; NMR add $800

**Gaithersburg Business Training Center**

CRN#: 45273  24 Sessions T,R,S 5/21-8/15 5:45-9:50 p.m.(T,R) 9:30 a.m.-2:05 p.m.(S)

No class 6/11, 6/13, 7/2, 7/4, 8/6, 8/8

## Computer Support Specialist—MCISA Windows 10

This course will prepare students for the Microsoft certification exam 70-697 and 70-698 to be certified as a Microsoft Certified Solutions Associate in Windows 10 (MCISA). The course is designed to provide students with the knowledge and skills required to install and configure Windows 10 desktops and devices in a Windows Server domain corporate environment. These skills include learning how to install and customize Windows 10 operating systems and apps, and configure local and remote network connectivity and storage. Students will also learn how to configure data security, device security, network security, and integrate Azure features. This course is intended for IT professionals who administer and support Windows 10 desktops, devices, users, and associated network and security resources. This course is also intended to provide skills for Enterprise Desktop Support Technicians (EDSTs) who provide Tier 2 support to users who run Windows 10 desktops and devices within a Windows domain environment in medium to large enterprise organizations. **Prerequisites:** Networking Fundamentals or knowledge of and experience with the Windows operating system, as well as basic computer networking concepts. You must purchase textbook(s)/materials and bring them to the first class. TWA

**Course:** ITI378 60 Hours $200 + $599 fee = $799; NMR add $350

**Gaithersburg Business Training Center**

CRN#: 14936  18 Sessions M,W,S 6/17-8/3 6:30-9:30 p.m.(M,W) 9:30 a.m.-1:30 p.m.(S)

No class 7/11, 7/13, 7/16

## Linux/Unix—Level I

Linux, an open source implementation of UNIX, is a multi-user, multi-tasking operating system that powers much of the Internet, including services such as DNS, e-mail, and the World Wide Web. Discover the fundamentals of Linux and learn the essentials of the file system, command line interface, and basic utilities. By the end of the course, you will be able to manage an account and be functional and productive on UNIX-based operating systems. This is a hands-on course using the popular Ubuntu (ubuntu.com) Linux distribution. **Prerequisites:** Keyboarding skills and some knowledge of operating systems. You must purchase textbook(s)/materials and bring them to the first class. TWA

**Course:** CMP212 12 Hours $99 + $191 fee = $290; NMR add $140

**Gaithersburg Business Training Center**

CRN#: 14815  4 Sessions T,R 7/9-7/18 6:30-9:30 p.m.

## Linux/Unix—Level II

With Linux, a freely available version of the UNIX operating system, it has become easier than ever to use UNIX at home or in small office environments as well as the Enterprise. This intermediate course in the Linux/UNIX operating system provides the tools you need to work more efficiently in a Linux/UNIX environment. You will also be introduced to shell scripts, networking, graphical user interfaces using X-Windows, and advanced utilities. This is a hands-on course using the popular Ubuntu (ubuntu.com) Linux distribution. **Prerequisites:** Linux/Unix—Level I or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA

**Course:** CMP213 12 Hours $99 + $191 fee = $290; NMR add $140

**Gaithersburg Business Training Center**

CRN#: 14816  4 Sessions T,R 7/23-8/1 6:30-9:30 p.m.

## Networking Basics

See course on page 19.

## Networking Fundamentals ♥

Build a solid foundation in computer networking concepts. Discover the building blocks of modern networks and how they function, and find out how to put the many pieces together to build a functional and secure network. The information you learn in this training serves as the foothold for your career in information technology. This course is a prerequisite for Network+, and Computer Support Specialist courses. **Prerequisites:** Computer Basics, Working with Windows, File Management Skills, or equivalent experience. TWA

**Course:** ITI241 12 Hours $65 + $139 fee = $204; NMR add $140

**Gaithersburg Business Training Center**

CRN#: 45275  4 Sessions M,W 6/3-6/12 6:30-9:30 p.m.
Security+ Certification Training and Exam Prep ▼
The demand for IT professionals with security skills and knowledge has never been greater. And one of the most widely sought after certifications for those seeking to either enter or advance in the security field is the CompTIA Security+ (SYO-501). In this course, students will learn the key concepts and skills required to obtain this industry significant certification. The course will cover the Security+ exam’s six testing domains: Technologies and Tools, Architecture and Design, Identity and Access Management, Risk Management, Cryptography, and Threats, Attacks and Vulnerabilities. Upon completion of the course, students will be able to sit for the Security+ certification exam. Prerequisites: Network+ or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI240 40 Hours $199 + $405 fee = $604; NMR add $300
Rockville Campus CRN#: 45271 8 Sessions S 6/1-7/27 9 a.m.-3 p.m.
No class 7/6

COMPUTER-AIDED DESIGN

AutoCAD 3D Drawing and Modeling
Create dynamic graphics and effects, visualize designs, and develop concept variations with AutoCAD 3D 2018. This course provides a thorough grounding in the fundamentals of 3D and explores the main features of the advanced 3D modeling workspace in the AutoCAD software. Prerequisites: Computer Aided Design (CAD)1 or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI213 15 Hours $99 + $176 fee = $275; NMR add $140
Rockville Campus CRN#: 14923 5 Sessions T,R 7/9-7/23 6:30-9:30 p.m.

Computer-Aided Design (CAD) 1 ▼
Get acquainted with the fundamentals of AutoCAD 2018 software. This class will provide a solid foundation in the essentials of the drawing environment, basic draw and modify commands, support tools, and printing capabilities. At the conclusion, you will have the basic knowledge required to create, edit, and print clean, accurate drawings. Prerequisite: Working with Windows or equivalent experience. Familiarity with drafting techniques. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: CMP076 30 Hours $267 + $507 fee = $774; NMR add $350
Rockville Campus CRN#: 45113 10 Sessions T,R 5/28-6/27 6:30-9:30 p.m.

Cybersecurity Foundations Training
Gain the skills, knowledge credentials required to begin a career in the fields of Information Technology and Cybersecurity. You will learn the fundamentals of Linux including the essentials of the file system, command line interface, and basic utilities. You will also obtain essential knowledge of networking. Learn to how the internet works and how to combine servers, routers, switches, hubs, gateways into networks that can connect to the internet. Gain an understanding of how SSL, DHCP, DNS HTTPS combine to give us our modern internet security framework. Finally, prepare for the CompTIA Security+ certification. Security+ is one of the most widely sought after certifications for those seeking to either enter or advance in the security field. In this course, learn the key concepts and skills required to obtain this industry significant certification. Prerequisites: Basic computer knowledge, keyboarding skills, operating systems knowledge, a strong interest in computers and technology, and good problem solving skills. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI375 75 Hours $300 + $599 fee = $899; NMR add $400
Takoma Park/Silver Spring Campus CRN#: 45289 24 Sessions T,R 5/21-8/8 6:15-9:30 p.m.
No class 7/4

Digital Forensics—Hands-On
In this advanced course on Digital Forensics, students will work on actual cases by investigating memory captures, network captures and system logs. The students will attempt to perform a complete forensic examination and ascertain what happened and what can be proved. This course is for students that are completing a digital forensics series or are already working in cybersecurity. Prerequisites: Digital Forensics—Introduction, or equivalent experience. TWA
Course: ITI382 18 Hours $99 + $190 fee = $289; NMR add $140
Gaithersburg Business Training Center CRN#: 45291 6 Sessions M,W 6/10-6/26 6:30-9:30 p.m.

CyberAdvantage

Digital Forensics—Introduction
Digital Forensics involves the investigation of computer-related crimes with the goal of obtaining evidence to be presented in court of law. In this course, you will learn the basic skills necessary to begin the study of digital forensics. You will also learn how to examine network, log and file system evidence for traces of intrusion and attack. Prerequisites: Students should have a working knowledge of computer operations and architecture. TWA
Course: ITI381 6 Hours $45 + $80 fee = $125; NMR add $120
Gaithersburg Business Training Center CRN#: 45290 2 Sessions M,W 6/3-6/5 6:30-9:30 p.m.

DATA ANALYSIS

Data Analytics BootCamp
This Data Analytics Bootcamp takes the student from data novice to data expert in this 60-hour project-based course. You will learn and apply basic data analysis tools including data mining and visualization. Learn Python including its advanced data analysis tools. This bootcamp is designed to help you whether you are considering a career in data, work in a context where supervisors are looking to you for data insights, or you just have some burning questions you want to explore. No prior experience is required. By the end you will have mastered statistical methods to conduct original research to inform complex decisions. This is a blended course, students will meet 40 hours for classroom instruction and 20 hours online instruction. Prerequisites: Computer Basics, File Management Skills, Working with Windows, or equivalent experience. Knowledge of MS Excel, statistical concepts, and programming recommended. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI340 60 Hours $179 + $420 fee = $599; NMR add $250
Gaithersburg Business Training Center CRN#: 45281 9 Sessions S 6/1-8/28 9 a.m.-1 p.m.
No class 7/6

Data Analytics BootCamp—Advanced
You have learned how to clean data, analyze it and visualize what you have found. What is your next step? Another class of course! The Advanced Data Analysis Bootcamp picks up where the Introductory Data Analysis Bootcamp leaves off. Students that are already familiar with python and/or R and the basics of the data science pipeline are now introduced to more advanced skills: web scraping, consuming Web APIs, SQL, advanced clustering and classification algorithms, model optimization and applying solid design principles to dashboard creation. This is a hybrid class consisting of 60 hours of in-class instruction and 30 hours of online instruction utilizing videos, individual and group projects. Prerequisites: Completion of the introductory Data Analysis Bootcamp, or a basic understanding of Python, data analysis algorithms and data visualization. TWA
Course: ITI399 90 Hours $400 + $349 fee = $749; NMR add $350
Gaithersburg Business Training Center CRN#: 45296 21 Sessions T,R 5/21-8/1 6:30-9:30 p.m.
No class 7/2, 7/4
Data Science for Managers
Assemble the right team, ask the right questions, and avoid the mistakes that derail data science projects. Learn what you need to know to begin assembling and leading a data science enterprise, even if you have never worked in data science before. This is a crash course in data science so that you become conversant in the field and understand your role as a leader. You will learn how to recruit, assemble, evaluate, and develop a team with complementary skill sets and roles. Understand the structure of the data science pipeline, the goals of each stage, and how to keep the team on target throughout. Finally, learn some down-to-earth practical skills that will help you overcome the common challenges that frequently derail data science projects.

Prerequisites: A basic understanding of Excel. You must purchase textbook(s)/materials and bring them to the first class.

TWA
Course: ITI394 12 Hours
$100 + $149 fee = $249; NMR add $140
Gaithersburg Business Training Center
CRN#: 45295 4 Sessions T, R
6/4-6/13 6:30-9:30 p.m.

Tableau Level I: Introduction
Tableau Desktop is one of the most used data visualization, reporting and business intelligence tool in the world. Tableau is simple to use, requiring minimum skill level and has great visualization capabilities making it the reporting tools of choice for multiple enterprises. This course prepares you to take up a job assignment requiring Tableau expertise. The course has been specifically designed to give your Tableau career a strong boost. This Tableau training focuses on skills such as designing advanced Tableau Dashboards. This course maps directly to the Tableau Qualified Associate certification.

Prerequisites: Tableau Level I: Introduction or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class.

TWA
Course: ITI346 18 Hours
$199 + $105 fee = $304; NMR add $160
Gaithersburg Business Training Center
CRN#: 14930 6 Sessions M, W
6/24-7/17 6:30-9:30 p.m.
No class 7/1, 7/3

Tableau Level III: Advanced Techniques
A good business dashboard informs with a glance. A great A good visualization is helpful. And an informative dashboard is even better. But the expert Visual Analyst often needs to use other tools. They might need to incorporate R into their Tableau analysis, or use advanced Level of Detail Expressions (LOD). Sometimes, the analyst wants to provide their users with a Story.

In this class, we prepare the student to take up a job assignment requiring advanced Tableau skills. The course has been specifically designed to give your Tableau career a strong boost. This Tableau training focuses on skills such as LOD expressions, using R and creating Stories to convey findings.

Prerequisites: Tableau Level I, and Tableau Level II or equivalent experience.

You must purchase textbook(s)/materials and bring them to the first class.

TWA
Course: ITI347 18 Hours
$199 + $105 fee = $304; NMR add $160
Gaithersburg Business Training Center
CRN#: 14931 6 Sessions M, W
7/22-8/17 6:30-9:30 p.m.

Databases
MS SQL Server Administration I
Microsoft’s database server, is in widespread use by companies to develop and manage large enterprise databases. Learn how MSSQL Server 2016 uses and handles Structured Query Language (SQL), plus manage relational databases using MSSQL Server 2016 Management Studio (SSMS). This course will help those just starting out becoming a Database Administrator (DBA), or even those that have some knowledge, but looking for more skill level. Students will understand all the different functions, configurations, and create implementations plans using MSSQL 2016. Prerequisites: Working with Windows, File Management Skills or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class.

TWA
Course: ITI351 18 Hours
$99 + $219 fee = $318; NMR add $160
Gaithersburg Business Training Center
CRN#: 45284 6 Sessions M, W
6/3-6/19 6:30-9:30 p.m.

Oracle Database 12c: Introduction to SQL
Introduction to SQL training will cover writing subqueries, combine multiple queries into a single query using SET operators and report aggregated data using group functions. This is a hands-on class and is the basis for all Oracle certifications. This introductory class prepares you for exam 1Z0-071, Oracle Database 12c: SQL Fundamentals and can upgrade Oracle database users of previous versions.

TWA
Course: ITI212 39 Hours
$289 + $694 fee = $983; NMR add $400
Gaithersburg Business Training Center
CRN#: 45270 12 Sessions T, R
5/21-6/27 6:15-9:30 p.m.

Digital Graphics
Step by Step Guide to Self-Publish with Amazon
Learn a quick and easy way to self-publish your book. Create a Print-on-Demand book using Amazon CreateSpace with Microsoft Word, Adobe InDesign and Adobe Photoshop. Use a book layout template to import text, create a cover, export, proof and publish through Amazon CreateSpace. Prerequisites: Computer Basics, Working with Windows, File Management Skills, or equivalent experience.

TWA
Course: ITI330 6 Hours
$45 + $80 fee = $125; NMR add $120
Rockville Campus
CRN#: 45278 2 Sessions M, W
6/17-6/19 9:30 a.m.-12:30 p.m.
**Java Web Development Bootcamp**

Learn how to develop complete web applications in the Java language with Oracle as the database. By the end of the course, each student will have developed two complete web applications: an online messaging app like Twitter and an online survey tool. This course will cover: Servlets, JSP, Expression Language, JSTL, JPQL, Sessions/Cookies, HTML/CSS/JavaScript and the Bootstrap Framework. **Prerequisites:** Programming knowledge with a basic understanding of an object oriented language: Java, C#, VB.NET or C++. Experience developing web applications is not required. TWA

Course: ITI283  35 Hours  
$99 + $205 fee = $304; NMR add $160  
Gaithersburg Business Training Center  
CRN#: 45279  5 Sessions  T,R  
6/6-6/8  6:30-9:30 p.m.

**Java—Level I**

This course is for anyone who wants to learn how to program with Java. Topics include Java language essentials, Java Software Development Kit (J2SDK), and development of simple web applications and stand-alone applications in Java. This course includes an overview of object-oriented programming. **Prerequisites:** Programming Fundamentals or equivalent experience, plus knowledge of the Web and HTML. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: CMP950  18 Hours  
$99 + $205 fee = $304; NMR add $160  
Gaithersburg Business Training Center  
CRN#: 45126  6 Sessions  M,W  
6/10-6/26  6:30-9:30 p.m.

**Java Programming Fundamentals**

This course is designed for people with no prior programming experience. Topics include programming languages (VB.NET, C#, and Java), numbering systems, character sets, constants and variables, and more. This course satisfies the prerequisite for Java—Level I, Python Programming, and Software Testing & QA courses. **Prerequisites:** Working with Windows, File Management Skills or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: CMP839  18 Hours  
$99 + $205 fee = $304; NMR add $160  
Rockville Campus  
CRN#: 45122  6 Sessions  T,R  
5/21-6/6  6:30-9:30 p.m.

**Python Programming—Level I**

Learn basic Python. Python is a powerful scripting language that can be used to automate system administration, create powerful web pages, develop mobile applications and more. This course is an introduction to Python and introduces many beginner programming concepts along the way. Learn Python objects, Python Statements and syntax, numbers, strings, lists, numeric types, variables and references, and strings. Topics also include functions, scopes, arguments, advanced functions, module coding and packages. Three hours of this class (1 session) consist of online instructions/projects. **Prerequisite:** Programming Fundamentals or equivalent experience. Experience with an object oriented language such as C++, Java, or C# recommended but not required. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: ITI337  15 Hours  
$99 + $191 fee = $290; NMR add $140  
Gaithersburg Business Training Center  
CRN#: 45279  5 Sessions  T,R  
6/6-6/8  6:30-9:30 p.m.

**Python Programming—Level II**

This course will explore the object-oriented aspects of Python using Python 3.x. The course will also explore various IDEs (integrated development environments), unit testing, debugging, handling exceptions, installing packages, and accessing databases. Hands-on exercises will engage students with the training material. Three hours of this class (1 session) consist of online instructions/projects. **Prerequisites:** Python Programming I or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: ITI336  15 Hours  
$99 + $191 fee = $290; NMR add $140  
Gaithersburg Business Training Center  
CRN#: 14929  5 Sessions  T,R  
6/25-7/16  6:30-9:30 p.m.  
No class 7/2, 7/4

**SharePoint**

**Enterprise SharePoint Bootcamp**

This weekend, two day “Bootcamp” approach will laser focus students to quickly prepare for immediate new or existing job opportunities. This course includes a hands on overview of SharePoint features and capabilities. After completing this course students will have complete confidence with the most commonly used features of SharePoint and all Microsoft office applications (Word, Excel, PowerPoint, and Access). **Prerequisites:** Computer Basics, File Management Skills, Working with Windows, or equivalent experience. No prior programming language is required. TWA

Course: ITI310  15 Hours  
$99 + $205 fee = $304; NMR add $160  
Takoma Park/Silver Spring Campus  
CRN#: 45276  2 Sessions  S,U  
6/8-6/9  9 a.m.-5 p.m.
**SOCIAL MEDIA NETWORKING**

**Build Your Social Media Marketing Plan Module I—Facebook and Instagram**

Learn how to effectively manage a Facebook business page and group and integrate a business Instagram account to market your business. Learn about effective Facebook and Instagram site management; new techniques and emerging trends; tools; plug-ins; and third party applications customized for your business, non-profit, or association use. E-book required available on Amazon: www.amazon.com/500-Social-Media-Marketing-Tips-ebook/dp/B007L50HE6. Prerequisites: Introduction to Social Media Marketing or some experience with Facebook business pages. TWA

**Course: ITI384**  
12 Hours  
$95 + $125 fee = $220; NMR add $140

**Gaithersburg Business Training Center**  
CRN#: 45293  
2 Sessions  
T,R  
6/18-6/20  
9 a.m.-3:30 p.m.

**Introduction to Social Media Marketing**

Identify and explain social media platforms such as Facebook, Twitter, Instagram, Pinterest and how to use them for your benefit. Create and maintain accounts on various sites to share multimedia content, while understanding social media ethics, privacy and security issues. E-book required available on Amazon: www.amazon.com/500-Social-Media-Marketing-Tips-ebook/dp/B007L50HE6. TWA

**Course: ITI383**  
6 Hours  
$29 + $69 fee = $98; NMR add $50

**Gaithersburg Business Training Center**  
CRN#: 45292  
1 Session  
T  
6/11  
9 a.m.-3:30 p.m.

**LinkedIn® for Entrepreneurs and Small Business Leaders**

LinkedIn is a social collaboration tool focused on helping business professionals, consultants, freelancers, job seekers, and others develop a network of connections. Learn how to design, modify, and effectively manage a LinkedIn site in an instructor-led computer lab. Topics include effective profile setup, networking techniques, market-specific connections, (e.g., real estate, graphic design, IT, healthcare, etc.), job searches, recruiting and HR uses, résumé design, blog marketing techniques, and other uses. LinkedIn tools, techniques, and emerging trends will also be covered. All participants will be expected to have an active personal LinkedIn account. TWA

**Course: ITI311**  
6 Hours  
$29 + $74 fee = $103; NMR add $120

**Gaithersburg Business Training Center**  
CRN#: 45277  
1 Session  
T  
6/4  
9 a.m.-3:30 p.m.

**WEBSIDE AND MOBILE DESIGN AND DEVELOPMENT**

**Creating Your Personal and Small Business Web Sites**

See course on page 19.

**CSS3**

New Cascading Style Sheets (CSS3) styles are used to format and control placement of HTML5 elements such as rounded corners, shadow effects, and color gradients. Advanced CSS3 media queries are also covered to handle a variety of devices including screen, printer, tablet, and mobile phone; and integration of scripts into a web page. Syntactically Awesome Style Sheets (SASS) and Leaner Style Sheets (less) languages will also be covered. Prerequisites: HTML5 or equivalent experience. You must purchase textbooks and bring them to the first class. TWA

**Course: ITI395**  
12 Hours  
$99 + $100 fee = $199; NMR add $120

**Rockville Campus**  
CRN#: 14939  
4 Sessions  
T,R  
6/6-7/25  
6:30-9:30 p.m.

**JavaScript**

JavaScript is the high-level, interpreted programming language used to make webpages interactive. Alongside HTML and CSS, JavaScript is one of the three core technologies of the World Wide Web. JavaScript enables interactive web pages and thus is an essential part of web applications. All websites use it, and all major web browsers have a dedicated JavaScript engine to execute it. As a multi-paradigm language, you will learn how JavaScript supports event-driven, functional, and imperative (including object-oriented and prototype-based) programming styles. It has an API for working with text, arrays, dates, regular expressions, and basic manipulation of the Document Object Model (DOM). Prerequisites: HTML5 or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA

**Course: ITI390**  
12 Hours  
$99 + $100 fee = $199; NMR add $120

**Rockville Campus**  
CRN#: 14937  
4 Sessions  
T,R  
7/16-7/25  
6:30-9:30 p.m.

**HTML5**

Learn the basic building blocks of designing and creating websites optimized for modern computers, tablets, and mobile phones using HTML5. Topics include basic HTML5 elements and attributes, including hyperlinks, images, and tables. Advanced techniques to effectively create multiple column layouts using new HTML5 structural elements. Advanced HTML5 Application Programming Interfaces (APS’s) will also be covered. Prerequisites: Working with Windows, File Management Skills or equivalent experience; familiarity with the internet and keyboarding skills. You must purchase textbooks and bring them to the first class. TWA

**Course: ITI399**  
12 Hours  
$99 + $100 fee = $199; NMR add $120

**Rockville Campus**  
CRN#: 45294  
4 Sessions  
T,R  
6/11-6/20  
6:30-9:30 p.m.
### COSMETOLOGY—EARLY CHILDHOOD EDUCATION

#### MAKEUP ARTISTRY

**Makeup Artistry I**
This class is for beginning and intermediate-level students who want hands-on training in the industry of makeup artistry. Learn tips and tricks from the professionals. Learn how to create the latest makeup looks. You will receive demonstration and hands-on training in the skilled trade of makeup artistry. Topics include the 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. Required: Students must bring a basic makeup kit to class and dress in the industry standard of professional solid black attire for the duration of the course. You must purchase textbooks and bring them to the first class. TWA

**Course:** COS015  **40 Hours**

$255 + $148 fee = $403; NMR add $225

**Takoma Park/Silver Spring Campus**
CRN#: 14822  10 Sessions  W,R
7/10-8/8  6-10 p.m.

**Makeup Artistry II**
This class is a continuation of Makeup Artistry for the Professional. Prerequisite: Completion of Makeup Artistry I. TWA

**Course:** COS016  **24 Hours**

$128 + $95 fee = $223; NMR add $140

**Takoma Park/Silver Spring Campus**
CRN#: 14823  6 Sessions  W,R
8/14-8/29  6-10 p.m.

#### NAIL TECHNICIAN

**Nail Technician I**
This course, approved by the Maryland Board of Cosmetology, 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. TWA

**Course:** COS004  **50 Hours**

$255 + $265 fee = $520; NMR add $250

**Takoma Park/Silver Spring Campus**
CRN#: 45128  13 Sessions  M,T,W
6/3-7/1  5:30-9:30 p.m.  (6/3-6/28)
Last class son 7/1 meets 5:30-7:30 p.m.

**Nail Technician II**
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. You will learn manicure and pedicure techniques, electric filing, and how to apply nail tips and wraps. Anatomy and physiology of the hand and nails is reviewed. Safety protocols are emphasized. TWA

**Course:** COS005  **100 Hours**

$510 + $515 fee = $1,025; NMR add $650

**Takoma Park/Silver Spring Campus**
CRN#: 14821  25 Sessions  M,T,W
7/8-9/3  5:30-9:30 p.m.

### Natural Hair Care Certificate (Continuing Education)

**Course:** COS033

This course provides stylists with the skills they need to enhance services for clients with natural hair. Learn from a current hair studio owner who brings over 30 years of experience working with natural hair.

### EARLY CHILDHOOD EDUCATION

#### Community

**Building Partnerships with Families**
Join us as we highlight key techniques for building strong connections with families, which are linked to early education program success. (0.3 CEUs) TWA

**Course:** ECH195  **3 Hours**

$21 + $34 fee = $55; NMR add $50

**Westfield South**
CRN#: 45142  1 Session  R
5/30  6:30-9:30 p.m.

#### Curriculum

**Books and Storytelling for Literacy and Beyond**
Use books and storytelling to implement developmentally appropriate practices and the Project Approach in different settings. You will also learn strategies to choose age appropriate books. TWA

**Course:** ECH314  **3 Hours**

$22 + $33 fee = $55; NMR add $50

**Rockville Campus**
CRN#: 14831  1 Session  W
7/17  6:30-9:30 p.m.

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**ROO M NUMBERS**

Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records.
### Making Connections with Math
This course will empower 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. Explore ideas for planning activities for implementing math awareness and competence.

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<td>3</td>
<td>45140</td>
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### Health, Safety, and Nutrition

#### Emergency Preparedness Training
Learn how to handle 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. (0.6 CEUs) TWA

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<td>6/8 9 a.m.-3:30 p.m.</td>
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### Health and Safety Training
This class meets the health and safety training required by MSDE. It will provide an overview of basic health and safety best practices and requirements in 13 topic areas. (0.5 CEUs) TWA

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#### SIDS and SBS Prevention
Learn to recognize and prevent SBS as well as the definition of SIDS and what precautions to take in order to prevent it. TWA

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### EARLY CHILDHOOD EDUCATION

#### Psicofunciones
Learn what to expect when being observed for your NAFCC accreditation. Discuss types of activities that enrich a curriculum and identify differences between traditional and integrated holistic curricula. (0.3 CEUs) TWA

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#### Special Needs

##### Inclusive Education and Inclusionary Practices
This course provides essential information that every child care and education professional needs to know about the requirements of the Americans with Disabilities Act (ADA). Go beyond the definition of ADA to learn inclusionary best practices, strategies and resources for implementing an early childhood or school age environment that is inclusive to all children and families. (0.3 CEUs) TWA

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#### Requirements and Expectations of the NAFCC Accreditation

### Desarrollo Infantil

#### Desarrollo socioemocional
Adopte estrategias y planifique actividades diarias que promuevan el desarrollo socioemocional. (0.3 CEUs). Las personas mayores de 60 años no pagan la matrícula, solo el derecho de admisión.

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<td>ECS048</td>
<td>2</td>
<td>45141</td>
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<td>6/12 7-9 p.m.</td>
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#### Necesidades Especiales

##### Autismo vs. Trastorno de Déficit de Atención e Hiperactividad
Aprenda las definiciones, características, síntomas, indicadores de riesgo, similitudes y diferencias de ambos trastornos durante la etapa preescolar. Use la preparación recibida para notificar, de una manera sensible, a padres o tutores del niño. (0.2 CEUs).

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### Let Us Train Your Work Force At Your Place!
All of our classes meet the Maryland State Department of Education training requirements. We can individualize the content and training hours to meet your staff’s specific learning needs.

For more information, e-mail nelida.andres@montgomerycollege.edu.
ENTREPRENEURSHIP—HEALTH SCIENCES

For more information visit: http://cms.montgomerycollege.edu/wdce/bits/entrepreneurshipsmallbusiness.html

ACCOUNTING PRINCIPLES FOR SMALL BUSINESS

Business Operators: Reacquaint yourself with accounting methodologies and successful practices used by professionals in the field. Novice Operators: Is your small business lost in the black hole of accounting? Review the various accounting forms needed run your small business; vocabulary, common terminology, and reference new trends. Learn accounting definitions such as accounts receivable, accounts payable, debts, credits, tax forms, and more. Explore accounting management processes, including fundamentals of planning, analysis and budgeting with tools such as QuickBooks. TWA

Course: SMB029 6 Hours
CRN#: 15077 1 Session S
7/13 9:30 a.m.-4:30 p.m.

Home Improvement License Law and Business Basics

If you plan to earn income from home improvements and remodeling, State law requires you to obtain a license. Prepare for the licensing exam with this review of the Maryland Home Improvement License Law. Learn planning and management techniques for a home improvement business, and for taking the exam. Textbook: Business and Project Management for Home Improvement Contractors, Maryland 6th. edition, is required at the first class and only available at psionlinestore.com. TWA

Course: SMB181 12 Hours
Rockville Campus
CRN#: 15078 2 Sessions S
7/20-7/27 9 a.m.-4 p.m.

Home Inspection: Make It Your Business ▲▼

The need for qualified home inspectors makes this one of the fastest growing businesses today. More and more homebuyers use home inspectors to evaluate the condition of their prospective purchases. This pre-licensure course meets the requirements and covers the basics of home inspection, as required, to be a licensed home inspector in the state of Maryland. Topics include the following: Structural, exterior, interior, roofing, plumbing, electrical, air conditioning, insulation and ventilation, fireplace and solid burning, and heating. Textbook: Principles of Home Inspection Systems and Standards is required at first class and is available at the Campus Bookstores. In order to obtain a certificate of completion, you MUST attend all required classroom sessions. TWA

Course: SMB322 72 Hours
Rockville Campus
CRN#: 45381 16 Sessions R,S
5/9-6/29 6:30-9:30 p.m.(R - 5/9-6/27) 9 a.m.-4 p.m.(S - 5/11-6/29)

Business Feasibility: Will Your Venture Work?

Take the first step in deciding whether to launch a new business. Learn to evaluate business opportunities, basic strategies, and resources required by specific businesses. Work closely with the instructor on business definition, objectives, and strategies in order to determine if your idea could grow into a profitable and sustainable business. A marketing analysis and research resources segment will be offered, as well as learning to evaluate sources of primary and secondary information. Culminating presentation to be presented by student, based on skills learned in course.

Course: SMB264 12 Hours
Gaithersburg Business Training Center
CRN#: 15079 3 Sessions M,W
8/12-8/19 5:30-9:30 p.m.

ENTREPRENEURSHIP AND SMALL BUSINESS

For more information, e-mail: sbel@montgomerycollege.edu

Small Business

For more information visit: 240-567-5507.

HEALTH SCIENCES

For more information: visit http://cms.montgomerycollege.edu/wdce/hsi/healthsciencesinstitute.html call 240-567-5507.

All Health Sciences Students: Students must understand and meet all requirements and/or standards imposed by recognized professional societies and all contract requirements imposed on College students by the institution or agency where the clinical practice is to occur. Please see our website for details.

▲Tuition Installment Plan: Courses with a ▲ have a tuition installment plan available: pay one-third of class total as a down payment at time of registration, then pay the balance in two payments before the class ends. There is a nonrefundable fee to participate in the payment plan. Students desiring to use the payment plan must register in person. For more information, please call 240-567-5507.

COST EFFECTIVE MEDICINE AIDE (CMA)

Medicine Aide Update

Find out about new medications, procedures, and protocols, and get the training needed to satisfy recertification requirements for medicine aides. Prerequisite: Applicants must present a current Medicine Aide certificate and Geriatric Nursing Assistant license upon arrival on the first day of class. Students may only register 90 days before their current certificate expiration date before registering for this course. Please check your expiration date before registering for this course. TWA

Course: AHT145 9 Hours
Asbury Methodist Village
CRN#: 14772 1 Session S
8/3 8 a.m.-5:30 p.m.

Germantown Campus
CRN#: 45076 1 Session S
5/11 8 a.m.-5:30 p.m.

CRN#: 45077 1 Session S
6/1 8 a.m.-5:30 p.m.

CERTIFIED MEDICINE AIDE (CMA)

Home Improvement License Law and Business Basics

If you plan to earn income from home improvements and remodeling, State law requires you to obtain a license. Prepare for the licensing exam with this review of the Maryland Home Improvement License Law. Learn planning and management techniques for a home improvement business, and for taking the exam. Textbook: Business and Project Management for Home Improvement Contractors, Maryland 6th. edition, is required at the first class and only available at psionlinestore.com. TWA

Course: SMB181 12 Hours
Rockville Campus
CRN#: 15078 2 Sessions S
7/20-7/27 9 a.m.-4 p.m.

Home Inspection: Make It Your Business ▲▼

The need for qualified home inspectors makes this one of the fastest growing businesses today. More and more homebuyers use home inspectors to evaluate the condition of their prospective purchases. This pre-licensure course meets the requirements and covers the basics of home inspection, as required, to be a licensed home inspector in the state of Maryland. Topics include the following: Structural, exterior, interior, roofing, plumbing, electrical, air conditioning, insulation and ventilation, fireplace and solid burning, and heating. Textbook: Principles of Home Inspection Systems and Standards is required at first class and is available at the Campus Bookstores. In order to obtain a certificate of completion, you MUST attend all required classroom sessions. TWA

Course: SMB322 72 Hours
Rockville Campus
CRN#: 45381 16 Sessions R,S
5/9-6/29 6:30-9:30 p.m.(R - 5/9-6/27) 9 a.m.-4 p.m.(S - 5/11-6/29)

Business Feasibility: Will Your Venture Work?

Take the first step in deciding whether to launch a new business. Learn to evaluate business opportunities, basic strategies, and resources required by specific businesses. Work closely with the instructor on business definition, objectives, and strategies in order to determine if your idea could grow into a profitable and sustainable business. A marketing analysis and research resources segment will be offered, as well as learning to evaluate sources of primary and secondary information. Culminating presentation to be presented by student, based on skills learned in course.

Course: SMB264 12 Hours
Gaithersburg Business Training Center
CRN#: 15079 3 Sessions M,W
8/12-8/19 5:30-9:30 p.m.

Entrepreneurship and Small Business Information Session

August 1  •  6:30-7:30 p.m.
on the Takoma Park/Silver Spring Campus

Come learn about the Entrepreneurship and Innovation Continuing Education Certificate Program

Learn exactly what is needed to become a successful entrepreneur directly from the experts. Demonstrate the extent of your entrepreneurial knowledge to prospective investors, network with mentors, and establish relationships with industry professionals assistance and guidance.

1. Entrepreneurship, an Intro: Business Life-cycle and Feasibility Study!
2. Entrepreneurship and Operations (Start-Up)!
3. Entrepreneurship and Finance (Start-Up)!
4. Entrepreneurship: Marketing & Public Communication!

For more information, e-mail: sbel@montgomerycollege.edu

CLASSES START IN FALL

The Maryland Board of Nursing requires that all classroom and clinical hours are completed. If any class is canceled due to inclement weather, there will be a make up session added.
CLINICAL MEDICAL ASSISTANT

Clinical Medical Assistant Program ▲▼

This program is intended for students who want to prepare for an exciting, challenging, and rewarding career in healthcare. This program will train you to assist physicians by performing functions related to the clinical responsibilities of a medical office. Instruction includes preparing patients for examination and treatment, routine laboratory procedures, diagnostic testing, technical aspects of phlebotomy, and the cardiac life cycle. You will review important topics including phlebotomy, pharmacology, the proper use and administration of medications, taking and documenting vital signs, cardiology including proper lead placements, professional workplace behavior, ethics, and the legal aspects of healthcare. This program includes 96 hours of classroom lecture and hands-on labs and a clinical externship opportunity (course# HHS126) at a local healthcare provider. To be eligible for the clinical rotation, you must successfully complete the 96-hour course, submit to a thorough background check and drug screening, and meet other requirements. Note: Upon successful completion of this program, students would be eligible to sit for the National Healthcareer Association (NHA) Certified Medical Assistant (CCMA) national examination. This course is VA-approved for GI Bill benefits. TWA

Course: HHS112 96 Hours
$1,680 + $600 fee = $2,280; NMR add $1,050

Rockville Campus
CRN#: 14900 24 Sessions T,R 6/4-8/29 9 a.m.-1 p.m. No class 7/2, 7/4
Must be taken with Rockville section of HHS126

Takoma Park/Silver Spring Campus
CRN#: 14901 24 Sessions M,W 6/3-8/28 5-9 p.m. No class 7/1, 7/3
Must be taken with a Takoma Park section of HHS126

Clinical Medical Assistant—Labs and Clinical Externship ▲

This 90-hour course serves as the required lab (40 hours) and clinical externship (50 hours) part of the Clinical Medical Assistant Program. Focus will be on the clinical responsibilities of the medical office; assisting the physician with patient contact and related care; preparing patients for examination and treatment; routine laboratory procedures and diagnostic testing; HIPAA and patient confidentiality; the legal aspects of healthcare and related regulatory issues; recording and taking vital signs, blood pressure, and other patient care items related to the physician’s office visit; review and administration of medications, allergies, and other pharmacology related items; laboratory procedures; phlebotomy and the proper techniques to collect specimens for laboratory analysis; and cardiology and the proper placement of leads when taking a 12 lead EKG. To be eligible for this course, you must be enrolled in and/or have successfully completed the 96-hour classroom course, submit to a thorough background check and drug screening, and meet other requirements. Upon successful completion of both courses, you would be eligible to sit for the National Healthcareer Association (NHA) Certified Clinical Medical Assistant (CCMA) national examination. TWA

Course: HHS126 90 Hours
$830 + $350 fee = $1,180; NMR add $650

Rockville Campus
CRN#: 14904 10 Sessions M 6/10-8/19 9 a.m.-1 p.m. No class 7/1
Must be taken with Rockville section of HHS112

CRN#: 14905 10 Sessions W 6/12-8/21 9 a.m.-1 p.m. No class 7/3
Must be taken with Rockville section of HHS112

Takoma Park/Silver Spring Campus
CRN#: 14906 10 Sessions T 6/4-8/13 5-9 p.m. No class 7/2
Must be taken with Takoma Park section of HHS112

CRN#: 14907 10 Sessions R 6/6-8/15 5-9 p.m. No class 7/4
Must be taken with a Takoma Park section of HHS112

HEALTH CAREER TRAINING

Dialysis Technician Program▲

Gain the knowledge and skills needed to work as a dialysis technician. Under the supervision of physicians and registered nurses, dialysis technicians operate kidney dialysis machines, prepare dialyzer reprocessing and delivery systems, and maintain and repair equipment. Technicians work with patients during dialysis procedures, monitor and record vital signs, and administer local anesthetics and drugs as needed. They also assess patients for any complications that occur during the procedure and must be ready to take necessary emergency measures like administering oxygen or performing basic CPR. Note: This program does not include a national or state certification as part of its overall objectives. Additionally there is no student internship or clinical rotation offered as part of this program. TWA

Course: HHS064 50 Hours
$1,230 + $800 fee = $2,030; NMR add $1,050

Takoma Park/Silver Spring Campus
CRN#: 14896 20 Sessions T,R 6/4-8/15 6-8:30 p.m. No class 7/2, 7/4

EKG Technician▲

Prepare to take the Electrocardiograph (EKG) Technician exam offered by the American Society of Phlebotomy Technicians (ASPT). EKG technicians work in physician offices, hospitals, clinics, and other health care facilities, and are responsible for performing electrocardiogram tests to monitor and record electrical impulses transmitted by the heart. This course includes background information on anatomy and physiology of the heart, medical disease processes, medical terminology, medical ethics, and legal aspects of patient contact. Learn the function and proper use of the EKG machine and the Holter Monitor, and demonstrate lead placement for a 12-lead electrocardiogram. Compare normal and abnormal EKG printed readings and measure various “peaks and troughs.” TWA

Course: HHS051 50 Hours
$1,330 + $650 fee = $1,980; NMR add $800

Takoma Park/Silver Spring Campus
CRN#: 14894 20 Sessions T,R 6/4-8/15 6-8:30 p.m. No class 7/2, 7/4

Healthcare Access and Registration Professional Program▲▼

This comprehensive program will prepare students to handle patient encounters, patient customer service, and other areas related to intake and the coordination of a patient’s healthcare experience. This program covers important background information on the healthcare profession including interpersonal skills, patient confidentiality, medical ethics and law, medical terminology, basics of insurance billing and coding, telephone techniques, scheduling appointments, and medical records management. Additional key program topics include customer service, referral/transfer services, resource scheduling, patient check-in, admission, registration, revenue cycle and information systems, statistical reporting, customer satisfaction and retention, leadership and management, and other relevant topics. Students who complete this program will be eligible to sit for the National Association of Healthcare Access Management (NAHAM) Certified Healthcare Access Manager (CHAM), or the Certified Healthcare Access Associate (CHAA) national certification exams, depending upon your professional experience level and other factors. TWA

Course: HHS108 90 Hours
$1,580 + $675 fee = $2,255; NMR add $1,050

Rockville Campus
CRN#: 14899 20 Sessions T,R 6/11-8/22 5-9:30 p.m. No class 7/2, 7/4

Pharmacy Technician Certification▲▼

This comprehensive 72-hour course will prepare students to enter the pharmacy field and take the Pharmacy Technician Certification Board’s PTCB exam. A GED or High School diploma is required to sit for the PTCB exam. Technicians work in hospitals, home infusion pharmacies, community pharmacies, and other health care settings—working under the supervision of a registered pharmacist. Course content includes medical terminology specific to the pharmacy, reading and interpreting prescriptions, and defining drugs by generic and brand names. Students will learn dosage calculations, I.V. flow rates, drug compounding, dose conversions, dispensing of prescriptions, inventory control, and billing and reimbursement. Students successfully completing this course will receive pre-paid vouchers to take the PTCB exams. These vouchers are valid for 90 days past the date of the last class. Exams must be taken during that time. TWA

Course: HHS105 72 Hours
$1,380 + $650 fee = $2,030; NMR add $1,050

Gaithersburg Business Training Center
CRN#: 14898 24 Sessions T,R 6/4-8/29 6-9 p.m. No class 7/2, 7/4

Germantown Campus
CRN#: 14897 24 Sessions M,W 6/3-8/28 6-9 p.m. No class 7/1, 7/3

Takoma Park/Silver Spring Campus
CRN#: 14896 12 Sessions S 6/8-8/31 8:30 a.m.-2:30 p.m. No class 7/6
Nursing Related Courses

Certified Nursing Assistant Classroom (CNA) ▲

This course is only for students who have successfully completed Certified Nursing Assistant—Classroom (AHT028). TWA
Course: AHT223 60 Hours $770 + $150 fee = $920; NMR add $400

The corresponding classroom and clinical MUST be taken together, no substitutions.

CNA Classroom at Takoma Park/Silver Spring Campus
CRN#: 45073 22 Sessions M,W,F 5/13-7/3 5-9:15 p.m. No class 5/27
CNA Clinical at Arcola Health and Rehabilitation Center
CRN#: 14773 12 Sessions M,W,F 7/8-8/2 5-9:15 p.m. (M,W,F) 5-7:30 p.m. (6/6-8/2)
CNA Classroom at Germantown Campus
CRN#: 45075 19 Sessions M,T,W,R,S 6/3-6/27 5-9:15 p.m. (M,T,W,R) 7 a.m.-4 p.m. (S 6/8-6/22)
CNA Clinical at Asbury Methodist Village
CRN#: 14776 12 Sessions M,T,W,R 6/29-7/20 5-9:15 p.m. (M,T,W) 7 a.m.-4 p.m. (S 6/29-7/20)
CNA Classroom at Germantown Campus
CRN#: 45075 19 Sessions M,T,W,R,S 6/3-6/27 5-9:15 p.m. (M,T,W,R) 7 a.m.-4 p.m. (S 6/8-6/22)
CNA Clinical at Asbury Methodist Village
CRN#: 14776 12 Sessions M,T,W,R 6/29-7/20 5-9:15 p.m. (M,T,W) 7 a.m.-4 p.m. (S 6/29-7/20)

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CNA Classroom at Takoma Park/Silver Spring Campus
CRN#: 45073 22 Sessions M,W,F 5/13-7/3 5-9:15 p.m. No class 5/27
CNA Clinical at Arcola Health and Rehabilitation Center
CRN#: 14773 12 Sessions M,W,F 7/8-8/2 5-9:15 p.m. (M,W,F) 5-7:30 p.m. (6/6-8/2)
## CPR and First Aid

### Basic Cardiac Life Support for Healthcare Providers

This course teaches basic life support (BLS) to healthcare professionals and rescue personnel. You will learn adult, infant, and child cardiopulmonary resuscitation (CPR) with the use of the automated external defibrillator (AED), training in rescue breathing with barrier devices and the use of bag-masks, as well as foreign-body airway management. You will receive a American Heart Association BLS Healthcare Provider Card that is valid for two years after successfully completing the written exam and skills tests. You must attend the entire session to receive a card. This course is primarily for those working in the health-care field (nurses, EMTs, respiratory, physical & occupational therapists, medical/nursing students, and other allied health personnel). The course cost includes textbook, BLS for Healthcare Providers Student Manual. Note: Students must be aware that classes may run longer than the posted times due to class size and/or other factors outside of the instructor's control. Courses may be cancelled due to insufficient enrollment. Half hour lunch break included in class time. Wear comfortable clothes and bring a towel or blanket for CPR practice. TWA

**Course:** CPR007 6 Hours

$62 + $40 fee = $102; NMR add $120

### Gaithersburg Business Training Center

**CRN#: 45134** 1 Session 6 Hours

5/11 9 a.m.-3:30 p.m.

**CRN#: 45135** 1 Session 6 Hours

6/29 9 a.m.-3:30 p.m.

**CRN#: 45136** 1 Session 6 Hours

7/07 9 a.m.-3:30 p.m.

### Takoma Park/Silver Spring Campus

**CRN#: 45130** 1 Session 6 Hours

5/3 9 a.m.-3:30 p.m.

**CRN#: 45131** 1 Session 6 Hours

5/29 9 a.m.-3:30 p.m.

**CRN#: 45132** 1 Session 6 Hours

6/8 9 a.m.-3:30 p.m.

**CRN#: 45133** 1 Session 6 Hours

6/26 9 a.m.-3:30 p.m.

**CRN#: 45137** 1 Session 6 Hours

6/15 9 a.m.-3:30 p.m.

### CPR, AED & Basic First Aid Course

This class is designed for individuals who do not work in healthcare but who desire, or are required, to have CPR, AED, and first aid knowledge and skills in order to respond to medical emergencies (e.g., camp directors and counselors, emergency response teams in business and industry, school bus drivers, adult residential personnel, child care workers, teachers, parents, and babysitters). Students will receive an American Safety and Health Institute (ASHI) course completion card that is valid for two years after successfully completing the written exam and skills test. Students must attend the entire session to receive a card. NOTE: Students must be aware that classes may run longer than the posted times due to class size and/or other factors outside of the instructor's control. Courses may be cancelled due to insufficient enrollment. Wear comfortable clothes and bring a towel or blanket for CPR practice. TWA

**Course:** CPR090 6 Hours

$62 + $40 fee = $102; NMR add $120

### Gaithersburg Business Training Center

**CRN#: 45136** 1 Session 6 Hours

5/4 9 a.m.-3:30 p.m.

**CRN#: 45137** 1 Session 6 Hours

6/15 9 a.m.-3:30 p.m.

### Geriatric Nursing Assistant (GNA) Exam/Skills Preparation

This course is designed for CNAs or student nurses who want to prepare to successfully pass the Geriatric Nurse Assistant (GNA) skills and written examination. Topics will include review of the 22 required basic nursing skills with hands-on practice such as hand hygiene, ambulating using transfer belts, vital signs, and test taking strategies to assist in successfully passing the GNA written examination. After successful completion of this course, students will receive an achievement award from Montgomery College and will be eligible to qualify to take the National Nurse Aide Assessment Program (NNAAP) skills and written examinations thorough Pearson Vue. Two pieces of ID such as driver's license, passport, social security card (one must be a photo ID) must be presented on the first day of class. This is also a requirement to take the GNA examination. **Course Entry Requirements:**

- Must have proof of any of the following: CNA/GNA training certificate, transcripts for student nurses
- 1. CNAs who have successfully completed a Board or Nursing-approved 100-hr nursing assistant program that includes clinical experience within the last 12 months.
- 2. Student nurses currently enrolled in a nursing education program who successfully completed Board of Nursing requirements within the last 12 months.
- 3. Foreign graduate nurses who have graduated from a nursing program who are waiting to take the NCLEX examination.
- 4. Graduate nurses who have graduated from an accredited nursing education program in the United States.
- 5. Expired GNA Certification: Persons with expired GNA license who have worked 8 hours in a nursing home within the last 2 years. TWA

**Course:** AHT240 10 Hours

$115 + $50 fee = $165; NMR add $120

### Room Numbers

Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records.
**NURSING REFRESHER**

Mandatory Orientation Session for Nurse Refresher (Blended)  
5/7 • 5:15-7:15 p.m.  
Montgomery College, Takoma Park/Silver Spring Campus  
Health Science Center Room 126  
You must enroll in all 3 courses: Classroom, Lab, and Clinical. The Maryland Board of Nursing requires that all 100 hours of classroom, all 8 hours of labs, and all 60 hours of clinicals must be completed. If inclement weather occurs, make-up hours will be added.

Nurse Refresher Course—Online ▲  
This course is designed for RNs and LPNs who desire to maintain or re-establish their active license to reenter the nursing field. The program includes both online and hands-on experience. Theory will be delivered totally online and will include: online lectures to include topics such as reviewing anatomy and physiology, major disease pathology, current treatment strategies, legal issues, pharmacology, physical assessment, nursing process, documentation, current trends, evidence-based practice, end-of-life issues, videos, discussion groups, and other learning activities. You must register for Nursing Lab (NUR023) and Nursing Clinical (NUR007) Attendance is required for the on-campus lab which will be taught at Montgomery College and clinical will be taught off-Campus. TWA

Course: NUR069  
100 Hours  
$1,235 + $235 fee = $1,470; NMR add $650

Takoma Park/Silver Spring Campus  
CRN#: 45331  
4 Sessions W  
6/5-7/19  
5:15-9:30 p.m.  
Mandatory on-campus labs 6/5, 6/12, 6/19 at the Takoma Park/Silver Spring Campus Health Science Bldg.

Nursing Lab  
This lab is for registered or licensed practical nurses returning to the work force or wishing to refresh their clinical skills. Topics include nursing process, communication, nursing care and procedures, current trends in documentation, and pharmacology. There is no payment plan for this lab. Prerequisite: completion of the nurse refresher classroom from Montgomery College or permission from the director. TWA

Course: NUR023  
8 Hours  
$215 + $55 fee = $270; NMR add $140

Takoma Park/Silver Spring Campus  
CRN#: 14969  
2 Sessions T,R  
7/23-7/25  
5:30-9:45 p.m.

Nursing Refresher: Clinical ▲  
Practicing nurse experts supervise your 60 hours of clinical experience in medical-surgical nursing, which includes patient assignments, team work, completing documentation and patient plans, and giving medication. Basic skills lab practice and emergency medicine review will be provided. You must register for the classroom, clinical, and lab in order to use the payment plan. There is a nonrefundable fee to participate in the payment plan. Prerequisite: Concurrent enrollment in NUR057 and NUR023.

A. Nursing License: If your Maryland license has lapsed, you must apply for, pay for, and receive an inactive license. If you have an active license from any state other than Maryland, you must apply for and receive a Maryland license before starting your clinical.

B. CPR Certification: This must be a healthcare provider-level course from American Heart Association.

C. 1. A complete physical exam, signed by your health provider, within 9 months of the start date for clinical. (You must use the Montgomery College Nurse Refresher Health form).

2. Proof of immunity to the following diseases: *Mumps, Measles (Rubella) and Rubella: Must provide serologic evidence that you are immune to Mumps, Measles and Rubella (positive titers). If blood titers are negative for any of these 3 diseases, you must receive two (2) doses of Mumps, Measles and Rubella vaccine (MMR) given 4 weeks apart. (Information documenting past MMR vaccinations is appreciated but cannot take the place of the titer test results.)

*Varicella: Must provide serologic evidence that you are immune to Varicella (positive titers). If titers are negative, you are required to receive two (2) doses of Varicella vaccine given 4 weeks apart. (Documentation of childhood disease will not be accepted).

*Hepatitis B: Three (3) doses of Hepatitis B vaccine given 0,1, and 6 months apart, followed by Hepatitis B surface antibody testing 1-2 months after dose #3 is required. If you cannot provide documentation of the 4-step vaccination process described above, you must obtain serologic evidence of immunity (positive Hep Bs Antibody titer). If this titer is negative for immunity, the vaccination series must be repeated.

*Tetanus, Diphtheria, and Pertussis: Documentation of one (1) dose of Tdap vaccine (not to be confused with Dtap) in the past two (2) years, regardless of when the last Tetanus and Diphtheria vaccine was given.

*Influenza: Vaccine is to be given at least 1 month prior to the start date for clinical. Please note: Vaccine series must be completed by the second week of class. All laboratory titers must have date blood was drawn as well as test results.

3. Tuberculin Skin Test: (Mantoux Tuberculin test) within 6 months of the start date for clinical is required. If test results show TB exposure in the past or present, you must obtain clearance from your health provider that you are able to attend clinical. A chest x-ray may be needed. (Use the Montgomery College TB clearance form which will be provided with the Health Inventory Form when getting evaluated.) Must concurrently enroll in NUR057, NUR069, and NUR023. TWA

Course: NUR007  
60 Hours

$1,110 + $210 fee = $1,320; NMR add $650

Holy Cross Hospital—Germantown  
CRN#: 14967  
5 Sessions S  
7/27-8/24  
6-6:30 p.m.

Holy Cross Hospital—Silver Spring  
CRN#: 14968  
10 Sessions M,W  
7/29-8/28  
5-11:15 p.m.

**NURSING RELATED**

Hospital-Based Certified Nursing Assistant Classroom and Laboratory ▲  
This course is designed for students who are interested in becoming a certified nursing assistant in the acute hospital setting. Through lecture, discussion, and hands-on practice, you will learn basic nursing skills such as taking vital signs, assuring patient safety, and caring for patients with a variety of diseases. You must pass this class with an average of 80% in order to advance to the hospital-based clinical class. Prerequisites: Attending the CNA Orientation session; scoring at least 80% on both the mandatory reading and math tests; and passing a basic computer competency skill. You will be required to have a criminal background check, obtain a CPR Health Provider certification and up to date immunizations (MMR, Varicella, Hep B, Tdap, Influenza) and TB skin test or chest x-ray before the midterm exam. TWA

Course: NUR070  
88 Hours  
$840 + $270 fee = $1,110; NMR add $650

Takoma Park/Silver Spring Campus  
CRN#: 14971  
22 Sessions T,R,U  
6/11-8/11  
5:30-9:45 p.m.(T,R)  
12:30-4:45 p.m.(U - 6/16-7/28)

Students meet at TP/SS Campus, Health Sciences bldg on first day of class and Sunday classes No class 7/4

Hospital-Based Certified Nursing Assistant (CNA) Clinical ▲  
This course is designed for students who have successfully completed the Hospital-Based Certified Nursing Assistant Classroom. You will apply basic nursing skills learning in the classroom and laboratory practice on patients in the acute hospital setting. Basic computer skills are necessary in this environment along with teamwork and communication skills with team members. After successful completion of the classroom and clinical sections, you will receive a certificate of completion from Montgomery College and be eligible to apply for Certified Nursing Assistant certification through the Maryland Board of Nursing. TWA

Course: NUR071  
60 Hours  
$770 + $150 fee = $920; NMR add $400

Shady Grove Hospital  
CRN#: 14970  
11 Sessions T,R,U  
8/4-8/27  
5:30-9:45 p.m.(T,R)  
7:30 a.m.-4 p.m.(U)
HOSPITALITY: FOOD SAFETY AND EVENT MANAGEMENT

For more information please visit: www.montgomerycollege.edu/wdce/bits/hospitality.html.

EVENT MANAGEMENT

(EMIP) Event Manager Internship Program
Event Management Certificate (EMC) Graduates will engage in an internship to prepare for a job in the event management industry. You will experience event management principles and practices such as budget and project management for planning, executing, and closure of events. You will evaluate the risks associated with events and incorporate troubleshooting strategies and contingency plans. Major trends and methodologies will be taught to prepare you for the internship. Internship assignments will be made by the program for entertainment and arts venues like Strathmore, or cultural, businesses and county organizations. You will be supported during the internship with small group and one on one coaching from the instructor. You will leave this program with a development plan, resume, and a wealth of experience and knowledge for job attainment within the industry. Prerequisite: EMC from Montgomery College or commensurate education with references and resume in the Events field. TWA
Course: HOS054 30 Hours $45 + $30 fee = $75; NMR add $50
To Be Determined CRN#: 45251 5/1-7/31

FOOD SAFETY

Allergen Awareness
This “AllerTrain” by MenuTrinfo® course is for food managers, caterers, event specialists, PTA members and charity providers. Effective July 1, 2017, all certified food service managers must have an employee on the premises, at all times, who has successfully completed a food allergen awareness training course. Allergen Awareness provides an in depth view into food allergies, intolerances and celiac disease, so you can deliver safe meals to customers, clients and the community. You will explore case studies, experience hands-on activities and obtain strategies for controlling and managing the risks associated with food allergens. Exam, exam answer sheet, workbook, and Allergen Awareness certificate are included in the fee. TWA
Course: HOS053 4 Hours $90 + $99 fee = $189; NMR add $120
Germantown Campus CRN#: 45250 1 Session S 5/4 9 a.m.-1:15 p.m.

Food Certification Exam Retake
If you did not pass the ServSafe Food Manager’s Exam in a prior ServSafe course, this course is for you. You must present a score analysis letter as verification of previous test scores. The exam answer sheet is required and can be purchased at Campus Bookstores. Bilingual exam proxy (Spanish) available. The exam will end promptly after two hours. TWA
Course: HOS011 2 Hours $10 + $71 fee = $81; NMR add $50
Rockville Campus CRN#: 45246 1 Session S 6/8 9-11 a.m.
Exam retake offered in bilingual/Spanish Retomar del examen también ofrecido en Español.

Food Service Certification (ServSafe, National Restaurant Association)
Receive a nationally recognized training certificate in food safety. You will learn the approved procedures for handling utensils and equipment, self-surveillance, food protection, prevention of food-borne diseases, and employee personal hygiene and habits; this course meets the requirements by the Maryland State Department of Health and Mental Hygiene. Students must pass the National Restaurant Association Educational Foundation’s (NRAEF) exam, which is administered at the last class session, with a minimum score of 75% in order to receive a certificate enabling them to obtain a food manager’s certification ID card in Montgomery, Prince George’s, Howard, and Baltimore counties and Baltimore City. Textbook: ServSafe Essentials 7th edition, with the exam sheet, is available at Campus Bookstore and required at first class. TWA
Course: HOS013 16 Hours $85 + $110 fee = $195; NMR add $120
Germantown Campus CRN#: 14891 2 Sessions T,W 7/16-7/17 9 a.m.-6 p.m.
Rockville Campus CRN#: 45247 2 Sessions S 5/4-5/11 9 a.m.-6 p.m.
Westfield South CRN#: 45248 3 Sessions S 6/25-7/1 9 a.m.-4 p.m. (5/18-5/25) 9 a.m.-12 p.m. (6/1 only)

Food Service Recertification
This ServSafe course prepares certified food managers to take the required exam for recertification; this nationally recognized exam must be taken every three years in Montgomery County. The FDA Model Food Code is constantly faced with new science based challenges to food safety through food being contaminated. ServSafe also updates their Food Manager curricula to keep up with these ongoing valuable enhancements to food safety management. It is important that all Managers in food service operations be aware of, keep up with, and put into practice all changes. Students registering for this exam must have already completed the approved 16 hour Food Service Certification course and have a renewable Montgomery County Food Service manager’s ID card. A minimum score of 75% is required for passing; the exam is based on the ServSafe book, 7th Edition (we recommend that you bring the textbook to class). An exam answer sheet is required and can be purchased at Campus Bookstores; please bring exam answer sheet to class. TWA
Course: HOS049 8 Hours $30 + $70 fee = $100; NMR add $120
Rockville Campus CRN#: 45249 1 Session S 5/25 9 a.m.-6 p.m.

Certificación para Manipulación de Alimentos (Food Safety)
Este curso incluye las 15 horas requeridas por el Departamento de Salud é Higiene Mental del Estado de Maryland. El curso está diseñado para entrenar en el cuidado y protección de alimentos. El curso incluye los siguientes temas: Enfermedades provenientes de los alimentos, importancia de la higiene y hábitos personales, procedimientos para la manipulación de alimentos, utensilios, y equipo. Para recibir un certificado de la Asociación de Restaurantes, el estudiante deberá pasar un examen con las bases establecidas por esta asociación con un mínimo de 75%. El examen se ofrecerá en la última clase del curso. Los alumnos deberán traer el libro de “ServSafe” (versión en español 7ª edición) con la hoja del examen para la primera clase. El libro se vende en la librería del edificio Campus Center en Rockville. Las personas mayores de 60 años no pagan la matrícula, sólo el derecho de admisión. TWA
Course: HBI191 16 Hours $85 + $105 fee = $190; NMR add $120
Germantown Campus CRN#: 45253 1 Session 4 Sessions S 5/4-4/1 9 a.m.-1 p.m. No class 5/18

Event Management and Food Service Information Session
August 7th, 6:30-7:30 p.m. Rockville Campus
R.S.V.P.: sbel@montgomerycollege.edu

Event Management Continuing Education Certificate Program
Event Management/Planning is among the most fun and exciting career options available. It will allow you to use your creativity to plan fabulous events and become a more effective event planner. Create marketing relationships for your client or employer with corporate, nonprofit, and/ or governmental sponsors. Devise and manage the event develop process, including technical production. Project yourself into the event economy through establishing your own business or becoming a sought after professional by industry employers.

For more information, please contact 240-587-2592 or e-mail marcy.jackson@montgomerycollege.edu.

Classes start this fall!
Small Business I Tax Course
Designed for individual income tax return preparers, this course provides an understanding and solid foundation for preparing business tax returns and researching issues involved in the preparation of tax returns for various forms of business entities. Modules covered in this course include understanding employment taxes, corporations, S corporations, partnerships, sole proprietorship, dispositions, income, expenses and understanding the balance sheet. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: TXA007  30 Hours
CRN#: 45379  8 Sessions  T,R 6/4-6/27  6-10 p.m. (6/4-6/20)  6-9 p.m. (6/25-6/27)
Rockville Campus

CRN#: 15074  8 Sessions  T,R 7/9-8/1  6-10 p.m. (7/9-7/25)  6-9 p.m. (7/30-8/1)

Tax Business: Essentials I
If you enjoy working with people and numbers, you might consider starting a tax business. This course will guide you through the process of starting and growing your tax business. Learn the day-to-day activities of a tax preparation business owner, the typical target market, growth potential, startup costs, and more. Montgomery College is an IRS approved continuing education provider. The instructor is a CPA and has a M.S. in taxation from Georgetown University. He has completed training and will be using the materials of the Income Tax School, headquartered in Richmond, Virginia. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: TXA008  8 Hours
CRN#: 45380  1 Session  F 6/20  9 a.m.-6 p.m.
Rockville Campus

CRN#: 15075  1 Session  F 8/2  9 a.m.-6 p.m.
Takoma Park/Silver Spring Campus

CRN#: 15076  1 Session  F 8/30  9 a.m.-6 p.m.
LIFELONG LEARNING INSTITUTE

The Lifelong Learning Institute is committed to creating and fostering a variety of intellectually stimulating opportunities for Montgomery County residents age 50 and over. However, adults of any age can register. For more information, please visit: www.montgomerycollege.edu/wdce/ca/lifelonglearning.html.

Costa Rica: Lucky Paradise or Future of the Region?
Do you want to know how Costa Rica became known as the Switzerland of the Americas? This course offers an overview of Costa Rican history, politics, and culture. You will explore the distinctive history of Costa Rica’s colonial experience—not just its distance from any center of colonial power but also the rise of its yeoman farmer society. You will learn about this country’s unique path to independence which was intimately linked with the belief in self-sufficiency of its yeoman farmers. You will also analyze how the focus on public education became the driving force towards a modern Costa Rica and a determining force in the country’s 1948 Revolution. In addition, you will compare and contrast the relative stability and peaceful modernization of the country to that of its warring neighbors through the 60s, 70s & 80s. Furthermore, you will discuss how at the beginning of the 21st century Costa Rica has established itself as the Switzerland of the Americas—a country without an army; a leader in human rights and eco-conservation; and a fairly stable economy. TWA
Course: LL1208
8 Hours
$59 + $79 fee = $138; NMR add $120

Rockville Campus
CRN#: 14835
4 Sessions
7/10-7/31
6:30-8:30 p.m.

Exploring The National Parks
NEW CONTENT! National Parks of the Washington, D.C. Metro Area
The Washington, D.C. metro area hosts a complete collection of national parks that includes iconic monuments, memorials, and natural habitats. But did you know there are several lesser-known national park sites that are just a day trip away? Join your instructor, a 36-year career National Park Service employee, to discuss the history of the parks of the D.C. metro area and how they came to be part of the national park system. You will examine well- and lesser-known parks of the D.C. metro area and learn the best method to plan your next visit. TWA
Course: LL1166
8 Hours
$50 + $79 fee = $129; NMR add $120

Rockville Campus
CRN#: 45154
4 Sessions
6/11-7/2
6:30-8:30 p.m.

Jews of the Caribbean

In this course, you will explore the culture and experiences of Jewish immigrants and exiles in the Caribbean from the colonial era to the present. You will begin with the expulsion of Sephardic Jews from Spain in 1492 and the establishment of both open and “cryptic” settlements of Jews in the New World. You will examine how Jewish identity evolved as some Jews chose to adapt to their changing circumstances in multiple ways. You will discuss the impact of events in Europe and their relationship to ideological debates and struggles among regional ruling elites and the laboring classes. In addition, you will learn about the religiosity and place of “crypto-Jews” in Spanish colonies; the role of Jews in smuggling
networks and the African Slave Trade of the Caribbean. Furthermore, you will study the Dominican Republic projects for "whitening" their countries as a prerequisite to "modernization"; and the struggles of Cuban Jews with the Cuban Revolution, both in Miami and Havana. TWA Course: LLI365 8 Hours $65 + $79 fee = $144; NMR add $120
Rockville Campus CRN#: 14847 4 Sessions R 7/11-8/1 1:30-3:30 p.m.

Puerto Rico: From West Side Story to Hurricane Maria
This course is an overview of Puerto Rican history from the time of the U.S. military invasion in 1898, to the present. You will discuss how Puerto Rico became an official "territorial possession" of the United States. You will explore how the adoption of a political and social model conceived in the United States fostered a complex struggle for identity on the island which gave birth to an independence movement. You will explore how this struggle for identity has manifested itself in literature, poetry, song, and film. TWA Course: LLI263 8 Hours $65 + $85 fee = $150; NMR add $120
Westfield South CRN#: 45161 4 Sessions R 6/6-6/27 1:30-3:30 p.m.

Salem: Superstition, Witchcraft & the History of a Communal Panic
No event in the history of colonial America is more controversial or magnetic as the Salem Witchcraft Trials (1691-93), prompting historian Mary Beth Norton to refer to it as "the 800-pound gorilla" of colonial American history. How and why did the accusations begin? How and why did they stop? In this course, you will learn about the Puritans' worldview and the socio-political milieu that shaped their reactions to the events leading up to the trials. You will explore how this episode illuminates the dynamics of communal panics. You will use texts from American history, literature, and popular culture to explore the many ways in which witchcraft was depicted and understood in Britain and the United States in the 17th century. Additionally, the most gripping personal stories are to be found in the court records and you will use those to gain a more human understanding of this tragedy. TWA Course: LLI247 12 Hours $95 + $89 fee = $184; NMR add $120
Rockville Campus CRN#: 45182 6 Sessions M 6/10-7/15 10:30 a.m.-12:30 p.m.

Decorative Painting on Wood
Are you looking to create some unique decorative pieces for your home? In this course, you will learn the basics of painting on wood using acrylic. You will learn standard techniques, such as sponging and stenciling as you create your own decorative wood plaque. Supply list is available on LLI website. TWA Course: LLI372 12 Hours $95 + $89 fee = $184; NMR add $120
Rockville Campus CRN#: 45178 6 Sessions R 6/6-7/18 2-4 p.m.

Knitting: An Introduction
In this course, you will learn the basics of knitting including how to read a pattern and how to cast on and off. You will also practice knitting and purling while making a simple scarf or neck cowl. No experience is needed.
Course: LLI366 12 Hours $65 + $34 fee = $99; NMR add $50
Germantown Campus CRN#: 14848 6 Sessions R 6/13-7/25 10:30 a.m.-12:30 p.m.
No class 7/4

Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records.
Mixed Media / Abstract Art Exploration
Do you ever wonder about the meaning behind an abstract piece of art? In this course, you will learn how to create a mixed media abstract artwork and find out what it means to you. You will explore how the creative process involved in making abstract mixed media can be a healing and life-enhancing experience. You will see a demonstration on basic techniques in painting, collage, assemblage, and photo montage. In addition, you will examine color theory, visual perception, and critical thinking skills. Supply list is available on the LLI website. TWA
Course: LLI260 8 Hours $59 + $79 fee = $138; NMR add $120
Rockville Campus CRN#: 14839 4 Sessions T 7/9-7/30 10:30 a.m.-12:30 p.m.

Painting with Color: Acrylics—A Primer
This course focuses on the role of color in acrylic paintings. Join your instructor, Nahid Linaree, as you examine the art of master painters and discuss the use of color for emotional and aesthetic impact; learn about color systems and color wheels; and discuss color symbolism. Course topics will include dimensions of hue, intensity, and temperature. You will paint from still life and photographs. Supply list is available on the LLI website. TWA
Course: LLI164 8 Hours $59 + $79 fee = $138; NMR add $120
Gaithersburg Business Training Center CRN#: 14840 4 Sessions T 7/9-7/30 2:4 p.m.

My Life in Art: Collage, Mixed Media, and Zine
Memories like art are made of multiple layers that connect over time. Watch your history emerge through reflection by incorporating photographs, historical documents, and artifacts through collage techniques. You will then add mixed media elements to create color and design. As a final project, you will construct a zine, a small booklet, that can be photocopied and shared with family or friends. TWA
Course: LLI264 8 Hours $59 + $79 fee = $138; NMR add $120

Exploring the History of Venice Through Art and Literature
Venice is a city-mystery that continues to fascinate through centuries. We will explore the Venice of history, the Venice of Italians, and the Venice of travelers (like John Ruskin), artists (like Tintoretto & Tiepolo) and writers (like Mary McCarthy and Thomas Mann). Following in their footsteps—many of whom we will be reading in the form of diaries, essays, or novels, or “seeing” on the painter’s canvas—we will discover the Venice that has beguiled so many. We will learn about Venice from the Middle Ages through the flowering of the Italian Renaissance, when Italian painters, sculptors, musicians, and writers remade the world and made Italy, once again, the center of Western Civilization. We will explore the history, politics, art, and culture of Venice in this interactive and engaging course. TWA
Course: LLI359 4 Hours $45 + $69 fee = $114; NMR add $120
Rockville Campus CRN#: 14844 2 Sessions R 7/18-7/25 1-3 p.m.

My Life in Art: Collage, Mixed Media, and Zine
Memories like art are made of multiple layers that connect over time. Watch your history emerge through reflection by incorporating photographs, historical documents, and artifacts through collage techniques. You will then add mixed media elements to create color and design. As a final project, you will construct a zine, a small booklet, that can be photocopied and shared with family or friends. TWA
Course: LLI264 8 Hours $59 + $79 fee = $138; NMR add $120
Gaithersburg Business Training Center CRN#: 14840 4 Sessions T 7/9-7/30 2:4 p.m.

Antoni Gaudi: Catalan Visionary
Have you seen or visited Spain's most popular tourist site - the La Sagrada Familia - and wondered about the architect? In this course, you will learn about the life and whimsical works of famed architect, Antoni Gaudi. You will examine his many architectural wonders in and around Barcelona including the iconic church, La Sagrada Familia, private residences, a park, and even furniture. You will explore the variety of materials he used to achieve his distinctive style including scrap iron, broken dishes, and reinforced concrete. You will also discuss how Gaudi looked back to the Gothic, Moorish, Islamic, and Indian styles in order to create his own unique language of architecture. TWA
Course: LLI359 4 Hours $45 + $69 fee = $114; NMR add $120
Rockville Campus CRN#: 14844 2 Sessions R 7/18-7/25 1-3 p.m.

Quilting for Beginners
Have you always wanted to learn to quilt? Not only is quilting fun and a chance to enjoy socializing with others, but also studies have found that pursuing such creative passions can help improve your brain. Hand sewing has been proven to reduce stress, enhance mindfulness, and stimulate flow. In this class, you will create a small hand-made quilt featuring a variety of blocks complete with borders and binding. You will learn to select fabrics and colors, make templates, mark, cut, and sew blocks with a basic running stitch, press, and arrange and assemble quilt blocks into a quilt top. After you measure, cut and attach borders, you will create the ever-popular “Quilt Sandwich” before completing your project by bastng, quilting, and binding. This project is created entirely by hand. Sewing machines are not required either in class or at home. Supply list is available on the LLI website. TWA
Course: LLI223 12 Hours $65 + $34 fee = $99; NMR add $50
Rockville Campus CRN#: 45157 6 Sessions T 6/4-7/16 10:30 a.m.-12:30 p.m.
No class 7/2

The Art of Sketching
Whether you are an avid sketcher or new to the art, sketching allows you to record events such as a trip to a foreign land, a tour of a local garden, or a special occasion such as a birth or anniversary. Sketching can include sketches, drawings, or quick paintings. You can add short captions, notes, parts of conversations, and observations to create a journal. Sketches can also be used for planning an organic garden, creating a preliminary drawing for a painting or portrait, and providing an outlet for discovering solutions to a variety of problems. This course will teach you how to improve your observational skills while sketching with pen, pencil, or watercolor. You will have an opportunity to sketch outside. Bring supplies to the first class. Supply list is available on the LLI website. TWA
Course: LLI970 12 Hours $95 + $89 fee = $184; NMR add $120

Art Supply List!
Material lists for LLI Art classes are available at http://cms.montgomerycollege.edu/ wdce/ce/lifelonglearning/artsupplies. html
How to Decipher Paintings: Abstract Expressionism
This survey of Abstract Expressionism will provide an introduction to the most significant American art movement of the twentieth century and to its most celebrated artists. You will learn to employ visual analysis - “seeing” the stylistic elements of color, line, and composition -connecting the art style to the history and the culture of the time. You will discuss the reasons for the emergence of Abstract Expressionism in the United States following World War II. You will examine the difference between Action and Color Field paintings. In addition, you will learn how to identify works by artists such as Pollock, de Kooning, and Rothko. TWA
Course: LLI376
6 Hours
$45 + $69 fee = $114; NMR add $120
Gaithersburg Business Training Center
CRN#: 45180
3 Sessions
T
6/4-6/25
1:30-3:30 p.m.
No class 6/18

BRAIN FITNESS INSTITUTE

Brain Fitness: Fun with Numbers and Brain Games
In this course, you will challenge your brain and enhance your memory with interesting brain games, computer games, puzzles, and simple math problems. You will revisit mathematical concepts and analyze basic math problems. You will develop puzzle solving skills and practice problem solving through computer games. You will also learn games you can play with your kids and grandkids. This course will be interactive and fun with a focus on a different type of activity each class session. TWA
Course: LLI374
10 Hours
$59 + $89 fee = $148; NMR add $120
Gaithersburg Business Training Center
CRN#: 14849
5 Sessions
F
7/19-8/16
10:30 a.m.-12:30 p.m.

Healthy Aging—Lessons from Japan
Japan is a country with one of the largest centenarian population and with the fastest growing population of older adults. These adults also tend to stay healthy longer than American adults. What factors contribute to health and long life? There are marked differences between Japan and US in nutrition, medical system, life attitudes, and more. Join Natasha Sacks as she discusses her research on this topic and observations from her recent Study Abroad trip to Japan.
Course: LLI335
2 Hours
$15 + $15 fee = $30; NMR add $30
Rockville Campus
CRN#: 45167
1 Session
F
6/21
11:30 a.m.-1:30 p.m.

Meditation for Mindfulness and Stress Reduction
One of the most beneficial effects of meditation is a sense of calm and relaxation. In this course you will learn a few simple mindfulness meditation practices that can result in a more consistent sense of well-being, less reactivity to negative experiences, and an enhanced quality of sleep and brain development. This course does not require experience with meditation or sitting in any particular posture. You will practice sitting or walking meditation. TWA
Course: LLI249
6 Hours
$35 + $69 fee = $104; NMR add $120
Gaithersburg Business Training Center
CRN#: 45160
4 Sessions
W
5/15-6/5
10-11:30 a.m.

Memory Academy: Train Your Brain to Retain!
Have you experienced “senior moments?” Struggled to remember where you placed your car keys, or experienced that “tip of the tongue” feeling when trying to recall someone’s name? This memory training course is designed to address these issues and other memory challenges that you experience in daily life. You will discuss what memory is and how it works. You will learn new techniques on how to: remember what you did in the past; put names to faces; and remember lists, errands, or other things you need to do. You will examine your individual learning style and the technique that works best for your style in order to improve your memory. In addition, you will practice applying learned memory techniques to real life situations. This program originated with the UCLA Center on Aging and is taught by a Holy Cross Hospital memory specialist. TWA
Course: LLI241
14 Hours
$50 + $75 fee = $125; NMR add $120
Rockville Campus
CRN#: 45159
5 Sessions
M
6/3-7/15
1-3 p.m.

SUCCESSFUL AGING IN THE HOME

Successful Aging in Place: Assistive Technology for Increasing Independence in the Home
Would you like to live at home, as you age? Assistive technology devices can help older adults with getting around, communicating, and handling routine tasks. In this course, you will learn how to implement assistive technology solutions to address accessibility needs in each room of your home. You will also explore smart technologies for the home as well as smartphone applications that can support maintaining independence. In addition, you will learn about Montgomery County resources that promote successful aging in place. This course is also suitable for caregivers and children of aging parents. TWA
Course: LLI351
4 Hours
$15 + $30 fee = $45; NMR add $30
Rockville Campus
CRN#: 45168
2 Sessions
M
6/17-6/24
6:30-8:30 p.m.

The Art of Storytelling
Do you want to captivate your audience when speaking? Whether you are looking to enhance your professional career or connect in a social setting, storytelling can help you persuade, engage, and captivate. In this course, you will learn how to engage the listener, command attention, use body language, and find words that will paint a picture and convey a message. You will explore skills to help keep your listeners on the edge of their seats, laugh, or cry. In addition, you will learn how to deliver a story that listeners will remember. TWA
Course: LLI311
6 Hours
$45 + $79 fee = $124; NMR add $120
Gaithersburg Business Training Center
CRN#: 45165
3 Sessions
T
6/11-6/25
10:30 a.m.-12:30 p.m.

Interested in receiving the Lifelong Learning Institute e-newsletter?
Just e-mail: tracy.ritenour@montgomerycollege.edu
or visit our website to sign-up to be placed on our mailing list.
http://cms.montgomerycollege.edu/wdce/ce/lifelonglearning.html
### Careers and Employment for 50+

#### Employment Search Boot Camp
Learn traditional and innovative job search techniques to help you land the job you want. This class provides a comprehensive approach to employment search, including résumé writing, interviewing, and the latest self-marketing and networking techniques. You will explore how to distinguish yourself from others competing for the same jobs, try new job search strategies and get feedback on your practice interviews. You will also learn how to use career and job search resources, such as Career Coach, and networking and employment resources such as social media and LinkedIn.

**Course: CRP107**
15 Hours
$25 Fee only
Rockville Campus
CRN#: 45139
5 Sessions  M,W
6/17-7/8 6:30-9:30 p.m.
No class 7/1,7/3

#### Find Your Strengths—Find Your Career
What are you good at? What are your natural and work-related strengths? This course will help you discover and match them with career areas in which you would be most successful. In addition to careers, you may choose to apply your skills to business or other professional and life opportunities. You will engage in a series of insightful individual and group exercises and conduct research into career areas of interest to you. By the end of the class, you will draft your career plan and will be supported through your career exploration stage by your classmates and career coach. TWA

**Course: CRP100**
12 Hours
$45 + $69 fee = $114; NMR add $120
Rockville Campus
CRN#: 45138
4 Sessions  M,W
5/20-6/5 6:30-9:30 p.m.
No class 5/27, 5/29

#### How Montgomery College Can Help You with Employment and Job Training
Looking for a job or re-training? This class will introduce you to the wide range of employment and training resources that exist at Montgomery College (credit or non-credit) for adults to further your employment goals. You will learn how to get information on employment training and certification programs, how to learn about the latest employment trends, who to contact about employment training and financial resources.

**Course: LLI276**
2 Hours
$5 + $5 fee = $10; NMR add $30
Rockville Campus
CRN#: 45162
1 Session  R
6/6 6:30-8:30 p.m.

### Computers and Technology

#### Cloud-Based Applications for the Home
Apps are used every day at home and at work and are now available online in the Cloud. Word processing, spreadsheets, email, file management, video, music, mapping, and many more apps are available on all your devices. In addition, cloud computing takes many forms and it can be confusing to figure out how to get the most of each service. In this course, you will explore the critical productivity and media apps, from OneDrive to iCloud, Google drive to Netflix and iTunes, provided by desktops, mobile devices, and the Cloud. You will also explore the best way to manage these apps on any device.

**Course: LLI213**
3 Hours
$15 + $20 fee = $35; NMR add $30
Rockville Campus
CRN#: 45156
1 Session  W
6/19 6:30-9:30 p.m.

#### Digital Literacy for the 21st Century
This introductory course is designed to provide students with a broad overview of technology. Each class will be dedicated to a specific topic: mobile devices and how to use mobile devices in daily living; cloud computing and how it can be helpful to you; social media: popular sites and best uses; digital media technology and life enhancement; and digital security and privacy. This class is designed to help make technology an engaging and fun experience for students. TWA

**Course: LLI694**
12 Hours
$60 + $85 fee = $145; NMR add $120
Gaithersburg Business Training Center
CRN#: 14861
6 Sessions  W
6/19-7/31 2-4 p.m.
No class 7/3

#### Getting Started with Social Media: Facebook and Twitter
This course will help you begin to demystify and navigate this fabulous tool. Learn to effectively and efficiently use your Apple iPhone 5 or newer. Get to know its functions and features, including how to compose notes and messages. Learn how to organize your phone, dictate instead of write texts, mute your phone at night, and many more tips. Basic iPhone photography will also be included. TWA

**Course: LLI947**
6 Hours
$30 + $69 fee = $99; NMR add $50
Gaithersburg Business Training Center
CRN#: 14860
3 Sessions  R
7/11-7/25 1:30-3:30 p.m.

### History and Current Events

#### International Political and Social Issues
New Content! Learn about and share ideas on key pressing political and social issues that have an international impact. This is an opportunity for discussion and further learning on the headlines of the day, which may include the 2020 presidential campaign; U.S. relations with its allies and adversaries; the national and international economy; race, gender, and ethnic politics; climate change; and the role of technology in society. The moderator and/or guest speakers will provide a list of suggested readings and links on the topics discussed. TWA

**Course: LLI692**
12 Hours
$65 + $92 fee = $157; NMR add $120
Rockville Campus
CRN#: 14854
6 Sessions  R
6/20-8/1 10:30 a.m.-12:30 p.m.
No class 7/4

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**LIFELONG LEARNING INST.**

**Getting the Most Out of Your iPhone**
Are you new to the world of Apple smart phones and a bit overwhelmed with all they can do? This course will help you begin to demystify and navigate this fabulous tool. Learn to effectively and efficiently use your Apple iPhone 5 or newer.

**Course: LLI947**
6 Hours
$30 + $69 fee = $99; NMR add $50
Gaithersburg Business Training Center
CRN#: 14860
3 Sessions  R
7/11-7/25 1:30-3:30 p.m.

#### Personal Digital Security & Privacy
Everyone has created a digital footprint. Whether it's your password, username, SSN, IP address, or your home address, everyone has a digital identity. Protecting and controlling your digital identity starts with understanding what it is, and how you control its use and privacy in the digital world. This course is designed to provide you with the tools to secure and protect your digital identity and privacy in your daily life.

**Course: LLI231**
3 Hours
$15 + $20 fee = $35; NMR add $30
Rockville Campus
CRN#: 45158
1 Session  W
6/26 6:30-9:30 p.m.

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**ROOM NUMBERS**
Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records.

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**TWA Senior Tuition Waiver (TWA):** Maryland residents 60 years or older by the start date of the class pay fee only.
Jewish Resistance during the Holocaust

Questions of Jewish resistance against the Nazis during the Holocaust has been a topic of great interest and controversy since World War II. In this course, you will examine the extent of Jewish resistance, its limitations, and its achievements. You will explore Jewish resistance in the ghettos, camps, and forests. You will discuss the daily life of Jews under the Nazi occupation. You will learn about the formation of an all-Jewish fighting unit in British army. TWA

Course: LLI368
8 Hours
$59 + $79 fee = $138; NMR add $120
Rockville Campus
CRN#: 45173
4 Sessions
6/6-6/27
6:30-8:30 p.m.

NATO: 1949 to the Present

In the aftermath of World War II, The United States, The United Kingdom, and the democratic nations of Western Europe formed a critical alliance to protect each of its member nations, both politically and militarily. In this course, you will examine the history of the alliance, and discuss the original and current member nations. You will identify the structure of NATO, outline its operations on a daily and yearly basis, and examine the actions it has taken in past and recent years. You will seek to answer the question as to whether NATO is a critical organization for the democratic nations of the West or whether it is an institution that has outlived its usefulness. TWA

Course: LLI358
6 Hours
$35 + $72 fee = $107; NMR add $120
Gaithersburg Business Training Center
CRN#: 14843
3 Sessions
7/10-7/24
10:30 a.m.-12:30 p.m.

Prohibition & Sin: The Politics of Alcohol and Drugs in the U.S.

How did some intoxicating substances come to be illegal, while others are socially acceptable? In this course, you will examine the history of the nation’s efforts to control and regulate intoxicants, with special attention given to why specific substances are criminalized and decriminalized at various points in history. You will focus on the relationship between cultural, economic, and political upheaval and moral/policy campaigns to crack down on drugs. You will examine the growing trend to approach some drug and alcohol abuse as medical problems and the rise of self-help societies and substance abuse rehabilitation. In addition, you will review the rise of the legalization movement and its success in effecting political and cultural changes while creating a new and widely profitable industry. TWA

Course: LLI361
8 Hours
$50 + $79 fee = $129; NMR add $120
Rockville Campus
CRN#: 45170
4 Sessions
5/9-5/30
2-4 p.m.

Puerto Rico: From West Side Story to Hurricane Maria

See course on page 36.

Salem: Superstition, Witchcraft & the History of a Communal Panic

See course on page 36.

Sugarloaf: The Singular History of a Mountain

Sugarloaf Mountain, a private oasis of natural beauty and scenic vistas, nearly became Camp David. In addition, it was almost topped with a modernistic structure designed by one of America’s most famous architects, Frank Lloyd Wright. This extensively illustrated class, presented by Montgomery History, explores Sugarloaf’s unique flora and fauna; its geologic formation; and its connection to key figures and events in American history.

Course: LLI141
2 Hours
$10 + $15 fee = $25; NMR add $30
Germantown Campus
CRN#: 14833
1 Session
7/15
10:30 a.m.-12:30 p.m.

The Kingdom of Saudi Arabia

See course page 36.

Wall Street: History and Mystery

Do you know exactly what Wall Street is, when it originated, and how it operates? In this class, you will explore its origins as a slave market in the 1600s to its current status as the center of the United States and international finance. Topics include: The role of Wall Street in financing U.S. economic growth; Wall Street and the transition to a global financial system; and Wall Street in times of crisis. You will also examine the outsized role played by this 8-block strip of New York City real estate in the rise of the national economy and the modern financial marketplace. In addition, you will discuss Wall Street’s tracking of the rise and fall of stocks; and its designation as the barometer of the nation’s cultural and political climate and a powerful symbol of U.S. economic power. TWA

Course: LLI238
6 Hours
$35 + $79 fee = $114; NMR add $120
Rockville Campus
CRN#: 14836
3 Sessions
7/9-7/23
6:30-8:30 p.m.

Introduction to Organic Vegetable Gardening

This course provides gardeners a way to produce vegetables for their household while using sustainable gardening practices. This class will cover what to plant, when to plant, and how to integrate the architecture of your home/buildings into the landscape for a cohesive overall design. You will focus on using plants and materials that are suitable for the Mid-Atlantic region to create a garden design suitable for your own home. TWA

Course: LLI825
5 Hours
$35 + $69 fee = $104; NMR add $120
Rockville Campus
CRN#: 45186
2 Sessions
5/15-5/22
10 a.m.-12:30 p.m.
Prescription Drugs: How Medication is Developed, Approved, and Released to Market  
Have you ever wondered how prescription drugs are made, approved, and released to market for use? How about the differences between brand name drugs and generic, and why the generic is typically cheaper? In this course, you will examine the differences between pharmaceutical drugs and dietary supplements, as well as important regulations and guidelines for their development, storage, and distribution. No science background is needed. The instructor is the author of Pharmaceutical Analysis for Small Molecules.  
Course: LLI379 2 Hours  
$10 + $10 fee = $20; NMR add $30  
Gaithersburg Business Training Center  
CRN#: 14851 1 Session W 7/17 10:30-3:30 p.m.

Prohibition & Sin: The Politics of Alcohol and Drugs in the U.S.  
See course on page 40.

Science in Current Events  
This course will offer students an opportunity to learn and discuss three major topics that are discussed in the news—space and the universe, geology, and Atmosphere and oceans. Each class session will include a power point presentation and a “show and tell” exercise, and a discussion of a science video. Class participants will visit the National Institute of Standards and Technology during the last session. The instructor is a senior scientist with the National Institute of Standards and Technology. No prior experience in science is necessary, only curiosity and willingness to learn. TWA  
Course: LLI378 8 Hours  
$59 + $79 fee = $138; NMR add $120  
Gaithersburg Business Training Center  
CRN#: 14850 4 Sessions M 6/17-7/8 2-4 p.m.

US Education—How To Gain The Global Edge  
How do schools in the United States rank when compared to the rest of the world? Where do we stand relative to our economic competitors like China, Germany, Singapore, and Japan? In this overview course, you will discuss the complexities of what it means to be the best in the world in education. In addition, you will explore what it will take for the US to improve its educational system.  
Course: LLI380 2 Hours  
$10 + $10 fee = $20; NMR add $30  
Gaithersburg Business Training Center  
CRN#: 14852 1 Session F 7/12 10:30 a.m.-12:30 p.m.

LIFELONG LEARNING INST.

American Short Stories  
New Content! “Storytelling is as old as mankind” “reality is not enough…we crave the imagination’s embellishments upon it,” writes Joyce Carol Oates in the introduction to The Oxford Book of American Short Stories. In this text, Oates presents a collection of stories written by representative American writers, who explore the truths and the imaginative works of their time and place. In this class, you will read and discuss the works and visions of American authors, classic to contemporary, such as Nathaniel Hawthorne, Mark Twain, Henry James, Kate Chopin, Eudora Welty, James Baldwin, Louise Erdrich, Tobias Wolff, and Junot Diaz. TWA  
Course: LLI130 12 Hours  
$60 + $89 fee = $149; NMR add $120  
Rockville Campus  
CRN#: 45153 6 Sessions M 6/3-7/8 10:30 a.m.-12:30 p.m.

Exploring the History of Venice Through Art and Literature  
See course on page 37.

Short Story As Horror Genre  
The horror story has been a part of American literary culture since the late 1700s. In this course, you will analyze the horror short story as a literary form; identify and understand the elements of fiction writing as they are applied to the short story form; and explore the attractions of “scary” writing for readers. You will examine brief excerpts from Freud, as well as horror short stories by Edgar Allan Poe, Roald Dahl, William Faulkner, Jorge Luis Borges, Julio Cortazar, and Lydia Davis. TWA  
Course: LLI381 12 Hours  
$65 + $89 fee = $154; NMR add $120  
Rockville Campus  
CRN#: 45184 3 Sessions F 5/17-5/31 1-3 p.m.

The Art of Storytelling  
See course on page 38.

Lifelong Learning Institute Pop-Up-Lectures  
Timely lectures from experts on important topics—current events, global issues, and others. Please visit our Facebook page for information or watch our e-newsletters.  

Writing Memoirs, Writing Memories  
Whether you wish to pass on the family heritage to your grandchildren, tell some of the funny stories or interesting events of your life, or if you want to explore your past in order to discover your own reality, writing is a wonderful way to begin. Writing for a group of other people who have stories to tell and who are also working to find the best way to tell them is a good way to begin and to keep going. In this class, students will form a writing group where they will share ideas, experiences, and some of the rewards and frustrations of writing. TWA  
Course: LLI543 12 Hours  
$60 + $89 fee = $149; NMR add $120  
Rockville Campus  
CRN#: 14853 6 Sessions W 5/29-7/10 10:30 a.m.-12:30 p.m.  
No class 6/26

Piano Conversations: Beethoven  
Beethoven’s 32 piano sonatas represent not only some of the most celebrated music ever written, but also a revolutionary process that transformed the musical language of the time between the classical and romantic periods. This course will discuss his piano works and stylistic evolution in the context of his symbolic life story and struggle with deafness. It will cover Beethoven’s piano sonatas from his early period through the middle (“heroic”) period to his late, contemplative style, and explain their tremendous impact on piano music as we know it today. Join a concert pianist for a live piano performance, CD recordings and fascinating discussions. TWA  
Course: LLI721 6 Hours  
$35 + $72 fee = $107; NMR add $120  
Twinbrook Library  
CRN#: 45184 3 Sessions M 5/17-5/31 1-3 p.m.

The Orchestra: From Page to Stage  
Have you ever wondered what goes into bringing symphonic music to the stage? This class will take you behind the scenes to explore what makes up a modern orchestra. We will explore the structure of an orchestra including: types of instruments; seating arrangements; the role of the conductor; the preparation process for public performances; and the formatting of an orchestral score. You will watch recordings of rehearsals of the best orchestras. This class is taught by a conductor. TWA  
Course: LLI962 8 Hours  
$50 + $75 fee = $125; NMR add $120  
Rockville Campus  
CRN#: 45190 4 Sessions R 6/7-6/11 1:30-3:30 p.m.  
No class 6/27,7/4

Writing for a group of other people who have stories to tell and who are also working to find the best way to tell them is a good way to begin and to keep going. In this class, students will form a writing group where they will share ideas, experiences, and some of the rewards and frustrations of writing. TWA  
Course: LLI543 12 Hours  
$60 + $89 fee = $149; NMR add $120  
Rockville Campus  
CRN#: 14853 6 Sessions W 5/29-7/10 10:30 a.m.-12:30 p.m.  
No class 6/26

Music

The Art of Storytelling  
See course on page 38.

Lifelong Learning Institute Pop-Up-Lectures  
Timely lectures from experts on important topics—current events, global issues, and others. Please visit our Facebook page for information or watch our e-newsletters.  

Writing Memoirs, Writing Memories  
Whether you wish to pass on the family heritage to your grandchildren, tell some of the funny stories or interesting events of your life, or if you want to explore your past in order to discover your own reality, writing is a wonderful way to begin. Writing for a group of other people who have stories to tell and who are also working to find the best way to tell them is a good way to begin and to keep going. In this class, students will form a writing group where they will share ideas, experiences, and some of the rewards and frustrations of writing. TWA  
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Rockville Campus  
CRN#: 14853 6 Sessions W 5/29-7/10 10:30 a.m.-12:30 p.m.  
No class 6/26

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Course: LLI721 6 Hours  
$35 + $72 fee = $107; NMR add $120  
Twinbrook Library  
CRN#: 45184 3 Sessions M 5/17-5/31 1-3 p.m.

The Orchestra: From Page to Stage  
Have you ever wondered what goes into bringing symphonic music to the stage? This class will take you behind the scenes to explore what makes up a modern orchestra. We will explore the structure of an orchestra including: types of instruments; seating arrangements; the role of the conductor; the preparation process for public performances; and the formatting of an orchestral score. You will watch recordings of rehearsals of the best orchestras. This class is taught by a conductor. TWA  
Course: LLI962 8 Hours  
$50 + $75 fee = $125; NMR add $120  
Rockville Campus  
CRN#: 45190 4 Sessions R 6/7-6/11 1:30-3:30 p.m.  
No class 6/27,7/4

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Declutter Your Life and Space
Preparing for retirement or living in a newly-empty nest space? This is the perfect time to take stock of your belongings and part ways with items that no longer serve you. Downsizing your home can be a great way to enter a new phase of your life - one that’s less stressful and more relaxing. You will learn strategies to help you organize and prioritize your belongings; create a more calming environment; reduce your stress levels; save time and money; and improve your quality of life. In addition, you will examine the common roadblocks and issues surrounding downsizing.

Course: LLI916
12 Hours
$75 + $40 fee = $115; NMR add $50

Rockville Campus
CRN#: 14834 2 Sessions W
6/17-7/24 6:30-8:30 p.m.

Garden Design
See course on page 40.

Introduction to Organic Vegetable Gardening
See course on page 40.

Successful Aging in Place: Assistive Technology for Increasing Independence in the Home
See course on page 38.

Foundations of Digital Photography
Digital cameras automatically take great pictures; however, taking the camera off auto mode opens up an entire world of photography where you can control how the final picture looks. In this course, you will explore the settings found on a modern digital camera. You will discuss the different exposure, metering, autofocus, and white balance modes of a digital camera. You will also practice the basic methods of saving and storing your digital images. This course is for beginners in digital photography or those who acquired a camera with manual controls. TWA

Course: LLI112
8 Hours
$50 + $79 fee = $129; NMR add $120

Rockville Campus
CRN#: 45152 4 Sessions W
6/5-6/26 6:30-8:30 p.m.

Looking for more Personal Finance classes?
See our Personal Finance Academy on page 47 for:

- Health Care Insurance for Retirement
- Increase Cash, Decrease Debt, & Protect Your Financial Future
- Investing in the Thrift Savings Plan When Working and Retired
- Maximizing Social Security Benefits
- Protecting Your Hard Earned Money
- Retirement Planning Today
- Stocks, Bonds, Mutual Funds, and ETFs Explained
- Stocks: An In-Depth Look
- Wills and Estates
Landscape and Cityscape Photography
Learn the fundamentals of taking photographs of outdoor scenic spaces including both cityscapes and classic landscapes. Develop compositional and exposure techniques for creative framing and dealing with tricky lighting situations. TWA
Course: LLI397  8 Hours
$56 + $79 fee = $135; NMR add $120
Rockville Campus
CRN#: 14859  4 Sessions  M
7/8-8/5  6:30-8:30 p.m.
No class 7/15

Wellness

Building Bone and Muscle Strength
NEW
As we age, our bones and muscles get weaker! In this course, you will learn ways in which to strengthen your bones and muscles and keep them healthy. You will learn proper posture and exercising techniques to help avoid injuries. You will practice balance exercises, using low hand and leg weights, and resistance training to increase muscle strength and bone density. This course is taught in a controlled environment with expert supervision. TWA
Course: LLI369  10 Hours
$40 + $75 fee = $115; NMR add $120
Rockville Campus
CRN#: 45174  7 Sessions  M,W
5/13-6/5  10-11:30 a.m.
Last class on 6/5 meets 10-11 a.m.
No class 5/27
CRN#: 45175  7 Sessions  M,W
6/10-7/1  10-11:30 a.m.
Last class on 7/1 meets 10-11 a.m.

Gentle Water Fitness for Muscle Tone and Cardio For Summer
Former Water Exercise, now LLI class for 50+ Gentle exercises providing for optimum fitness. In this course, you will learn how to use water resistance to develop muscle tone and flexibility, as well as increase endurance. You will practice techniques using water buoyancy to aid in relaxation, stress reduction, and mood enhancement. In addition, you will apply gentle water exercise to increase cardio health and help with chronic conditions. This course will be presented at several different difficulty levels and is not a swimming course. TWA
Course: LLI049  12 Hours
$30 + $69 fee = $99; NMR add $50
Rockville Campus
CRN#: 36459  14 Sessions  M,W
5/20-7/10  9-9:50 a.m.
Last class on 7/10 meets 9-10:10 a.m.

Co-Listed Classes
Classes marked with this symbol ◘ are co-listed. They are offered so that students may register either for credit or continuing education (noncredit) status. These classes are open to all students at Montgomery College.

TWA Senior Tuition Waiver (TWA): Maryland residents 60 years or older by the start date of the class pay fee only.

LIFELONG LEARNING INST.—MANAGEMENT & LEADERSHIP

Yoga a
In this course, you will explore exercises, postures, and breathing techniques to relieve tension, increase muscle flexibility, and promote good health. In addition, the important aspects of yoga such as concentration, body awareness, and body-mind integration will be discussed. Furthermore, you will practice deep relaxation techniques at the end of each class. Note: You will be joining credit students in this co-listed credit class. TWA
Course: LLI279  25.5 Hours
$128 + $69 fee = $197; NMR add $256.40
Rockville Campus
CRN#: 14841  10 Sessions  T,R
7/9-8/8  2:30-5:10 p.m.

Management and Leadership

For more information visit: www.montgomerycollege.edu/workforce-development-continuing-education/management-leadership/

Coaching and Mediation

20-Hour Child Access Mediation
Looking to enhance your skill and want to mediate child custody and visitation disputes? This 20-hour Child Access Mediation course meets the requirements of Rule 9-205(c) of the Maryland Rules of Procedures. This interactive course includes lectures, discussions, demonstrations, hands-on exercises, and role plays. It covers Maryland laws on separation, divorce, annulment, child custody and visitation, and child and spousal support. Included are an introduction of family systems and child development theories and an overview of the emotional aspects of divorce and separation. There will be a discussion on the relationships among custody, visitation, and child support. Students will be taught strategies for handling power imbalances, intimidation, the effects of domestic violence, and ending a mediation safely. Emphasis will be placed on writing good memoranda of understanding that meet the needs of the parents and children. Prerequisite: Students must have completed a 40-hour basic mediation course to enroll in this course. This course is approved for 20 hours from the Maryland Board of Social Work Examiners. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: MGT402  20 Hours
$320 + $379 fee = $699; NMR add $300
Germantown Campus
CRN#: 45333  3 Sessions  F,S,U
5/3-5/5  8:30 a.m.-5:30 p.m.(F,S)
5/3-5/5  8:00 a.m.-5:00 p.m.(U)

Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records.
40-Hour Basic Mediation Course
This 40-hour interactive and experiential training offers you a how-to guide for conducting mediations of various types of conflicts. An introduction to conflict theory assists you in exploring your own conflict style and how that may help or hinder the process. You will learn and practice the 7-Step Mediation Model and will learn how to handle anger, listen strategically, balance power, and write agreements. This course fulfills the requirements for Rule 17 of the Maryland Rules of Procedure for Alternative Dispute Resolution. This course is approved for 40 hours from the Maryland Board of Social Work Examiners, students must attend 100% of the class hours to receive their certificate. TWA
Course: MGT315 40 Hours $425 + $500 fee = $925; NMR add $400
Rockville Campus CRN#: 45332 5 Sessions M,T,W,R,F 6/3-6/7 8:30 a.m.-5:30 p.m.

Coaching Mastery
Demonstrate your coaching knowledge and skills in a safe and supportive class environment. Feedback from a facilitator during a coaching interaction session clarifies strengths and identifies areas that require continued practice. The Coaching Certificate Program’s emphasis on real-world practice and experience is reflected in this review of coaching core competencies. Prerequisite: Coaching Clinic—Introduction, Coaching Essentials, Competencies, and Practices, Coaching Practicum. TWA
Course: MGT530 15 Hours $300 + $499 fee = $799; NMR add $350
Gaithersburg Business Training Center CRN#: 14974 2 Sessions S 8/3-8/10 8:30 a.m.-4:30 p.m.

Coaching Practicum
After taking the Coaching Essentials, Competencies, and Practices course, you must coach practice clients under the guidance of a faculty member through this practicum class. Prerequisite: Coaching Clinic—Introduction and Coaching Essentials, Competencies, and Practices. TWA
Course: MGT581 15 Hours $300 + $365 fee = $665; NMR add $300
Distance Learning CRN#: 45404 5 Sessions T 6/4-7/9 6:30-9:30 p.m.
No class 7/2

Coaching Certification Program
If you are motivated to learn foundational coaching skills as conveniently as possible, this is the training program for you!
Required Courses (Must be taken in this order):
1. Coaching Clinic—Introduction (MGT502)
2. Coaching Essentials, Competencies, and Practices (MGT503)
3. Coaching Practicum (MGT581)
4. Coaching Mastery (MGT530)

Get Your Groove Back: 6-Hr Mediation Refresher (NEW)
Has it been a while since you took your 40-Hour Basic Mediation course since you last mediated? Need a boost to your mediation mojo? Then this 6-hour course is for you! After a brief review of the steps in the mediation process, the instructors will lead you through a variety of exercises and role plays designed to refresh your mediation skills. Emphasis will be placed on reflective listening, brainstorming, and getting past impasse. Included in this course is a two-hour section on mediator ethics that meets the Maryland requirement for annual ethics training. Prerequisite: 40-Hour Basic Mediation course/training. TWA
Course: MGT568 6 Hours $104 + $115 fee = $219; NMR add $140
Rockville Campus CRN#: 45355 1 Session S 5/11 9 a.m.-4 p.m.

Introduction to Coaching
If you seek to inspire and motivate others, then coaching may be the skill set for you. This emerging field draws on numerous communication approaches and techniques you can use to support others in achieving short and long-term goals by developing a positive approach to all areas of their lives. In this experiential 3 1/2 hour introductory session, we will discuss what coaching is—and isn’t—distinguishing coaching from mentoring, consulting, therapy, training and athletic development, coaching core beliefs, qualities of an effective coach and the essential components of all coaching interventions. Additionally, the Montgomery College Coaching Certificate Program, the International Coach Federation (ICF) coach credentialing process and the latest trends in the coaching industry will be addressed.
Course: MGT488 3.5 Hours $50 + $59 fee = $109; NMR add $120
Gaithersburg Business Training Center CRN#: 14973 1 Session S 8/17 9:30 a.m.-1 p.m.

SHRM Essentials® of Human Resources
Human resource issues impact every company in some way. That’s why it’s important to understand the fundamental issues surrounding HR today. This course provides an introductory overview of the human resource function. Whether you are new to HR or if HR is one of many roles you fulfill at your company, this course covers the key HR topics you need to know: human resource management, employment law, recruitment and selection, compensation and benefits, employee development, and performance management. This course qualifies for 18 recertification hours upon completion. TWA
Course: MGT352 18 Hours $260 + $335 fee = $595; NMR add $250
Gaithersburg Business Training Center CRN#: 14972 6 Sessions R 7/11-8/15 6:30-9:30 p.m.

Your Employees Hate Your Performance Evaluation: What To Do About It
Performance management can, and should, provide a process that helps professionals grow from ongoing feedback, reinforcement of excellent work and corrective action for subpar performance. However, many employers are using ineffective forms, rating scales and systems that have been in place for decades. These same tools have little impact on changing employee behaviors and even less on employee engagement and retention. There is a better way! In this course, you’ll hear about performance management trends that are working. Your organization doesn’t have to eliminate performance reviews, but the way you think about them needs to change. (This course qualifies for 2 PDCs for SHRM Recertification credits.)
Course: MGT559 2 Hours $50 + $49 fee = $99; NMR add $50
Distance Learning CRN#: 14976 1 Session R 8/15 11 a.m.-1 p.m.

NEXT-GENERATION SHRM CERTIFICATION
SHRM-CP and SHRM-SCP will be offered in fall 2019
If you have already demonstrated your commitment to the HR profession by becoming certified, SHRM will continue to recognize your commitment and your investment in certification by providing a seamless and efficient process to earn the new SHRM certification. You will have the added benefit of competency-based education and alignment to the changing world of HR.

SHRM Recertification Provider
Montgomery College is recognized by SHRM to offer Professional Development Credits (PDCs) for the SHRM-CP® or SHRM-SCP®.
All courses that are considered PDC eligible courses, are noted in their description! For additional information about certifications or recertification, contact Transcie Almonte at Transcie.almonte@montgomerycollege.edu or call 240-567-3828.

Employment Law Basics: What Managers Need to Know
Legal complaints have been exploding in the past decade. In this course, you will learn about major federal employment laws and how this impact employee relations. You will gain practical tips for making interview legal and effective. Scenarios will be presented to gain a better understanding of practical applications of employment laws. (This course qualifies for 2 PDCs for SHRM Recertification credits.)
Course: MGT558 2 Hours $50 + $49 fee = $99; NMR add $50
Distance Learning CRN#: 14975 1 Session T 8/13 11 a.m.-1 p.m.

MANAGEMENT & LEADERSHIP
240-567-5188 www.montgomerycollege.edu/wdce
Nonprofit Leadership Bootcamp
Application cycle is open for the fall 2019 Nonprofit Leadership Boot Camp.
Do you have experience in the nonprofit sector but want to learn more and expand your network?
Join us as we delve deeper to understand nonprofits in a fun and creative setting.
Applicants should have at least three years of nonprofit experience.
For more information, visit: http://cms.montgomerycollege.edu/wdce/npti_bootcamp.html.

Flow Arts: Poi Spinning Part 1 NEW
Discover the art of poi, a performance art from Maori culture that involves spinning balls on ropes. You may have seen people perform poi with LED balls or even balls of fire! Embrace the mental challenges and fitness benefits of this dance form while learning poi tricks, routines, and movement strategies. Open to everyone! TWA
Course: PFA051 7.5 Hours
$55 + $43 fee = $98; NMR add $50
Takoma Park/Silver Spring Campus
CRN#: 45410 5 Sessions T
5/28-6/25 7-8:30 p.m.

Flow Arts: Poi Spinning Part 2 NEW
Continue your exploration of poi, the Maori ball-spinning performance! Learn more complex tricks that involve full-arm movement, split-time, weaves, and more. Explore basic choreography that strings together tricks learned in this class and part 1. This course is ideal for students who have taken part 1 or have basic experience with poi. TWA
Course: PFA052 7.5 Hours
$55 + $43 fee = $98; NMR add $50
Takoma Park/Silver Spring Campus
CRN#: 15110 5 Sessions T
7/9-8/6 7-8:30 p.m.

Introduction to Tap Dance
Learn the basics of tap dance technique as you express your inner rhythms through your feet. Shuffle, flap, and paddle and roll in simple rhythmic combinations using both structure and improvisation. Experience percussive style tap while dancing to Motown, Beatles and Stones, Reggae, and Jazz tunes. TWA
Course: PFA018 12.5 Hours
$77 + $78 fee = $155; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 14952 10 Sessions T
5/28-6/28 3:4-15 p.m.
No class 7/2

Salsa & Bachata I
Learn the fundamentals of those two wildly popular Latin dances, salsa and bachata! Practice a variety of exciting moves while exploring underlying rhythm and techniques. Execute moves so they feel smooth and comfortable to your partner, and make it easy to lead and follow. Once you complete the class, show off your moves at the many Latin dance clubs in DC! TWA
Course: PFA043 6 Hours
$40 + $40 fee = $80; NMR add $50
Rockville Park/Silver Spring Campus
CRN#: 45325 3 Sessions M,T,R
6/3-6/6 7-9 p.m.

Advanced Media Content Production NEW
Work directly with a non-profit client to produce web-based videos. Learn the tools needed to work with clients while producing portfolio-quality media content. Gain experience as a project manager, including scheduling, communication, and accountability. Attend lectures on campus, and choose whether to complete lab portions (Thursday 6-8:30 p.m.) on campus or online. Prerequisite: ADS391 Video Editing I, ART054 Video Editing, or TVRA140 Video Editing.TWA
Course: ART070 75 Hours
$512 + $178.40 fee = $690.40; NMR add $1,123.20
Rockville Campus
CRN#: 45086 17 Sessions T,R
5/28-7/18 4-5:40 p.m. (T)
No class 7/4 4-8:30 p.m. (R)

Introduction to Film
Get a basic introduction to the study of narrative film. Analysis of film structure and content will be developed. Basic film technique and language are examined. View and discuss examples of historic and contemporary film at the American Film Institute and in class. TWA
Course: FLM001 37.5 Hours
$384 + $133.80 fee = $517.80; NMR add $842.40
Rockville Campus
CRN#: 45255 19 Sessions M,T,W,R
5/28-6/27 1:30-3:30 p.m.
PERFORMING ARTS

Sound Design: Introduction

Explore the discipline of sound design and how it relates to film, video, and theater! Discover how to create a soundscape that includes music, dialog, ambiance, and effects. Use field recorders to capture sounds, and edit them using Adobe Audition CC. Gain a working knowledge of professional audio creation and production techniques and an understanding of the theories and concepts that underly sound in audiovisual media. TWA

Course: PFA050 25 Hours
$185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 14961 10 Sessions T
5/28-6/6 7-9:30 p.m.
No class 7/2

Introduction to West African Drums

Learn how to play traditional and contemporary drum rhythms of West Africa! In this class, you will play different drums such as dundunset, djembe, and kpanlogo. Sing and dance while learning the names of instruments and their functions in West African communities. TWA

Course: PFA019 12.5 Hours
$77 + $78 fee = $155; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 14953 10 Sessions W
5/29-7/7 7-8:15 p.m.
No class 7/3

Piano: Introductory Group

Music is a universal language sculpted by the compositions of many great minds. Learning piano introduces you to the elements of this language, such as melody, harmony, and rhythm. In this class, you will learn the basics of piano in a group setting. Using a fundamentals approach, we will play and harmonize melodies from the beginning. No previous experience needed. Textbook required: Musicianship for the Older Beginner: Level 1 by James Bastien. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: PFA032 16 Hours
$102 + $98 fee = $200; NMR add $140
Rockville Campus
CRN#: 45323 8 Sessions T
5/28-7/23 10 a.m.-12 p.m.
No class 7/2

Introduction to West African Drumming

Learn how to play traditional and contemporary drum rhythms of West Africa! In this class, you will play different drums such as dundunset, djembe, and kpanlogo. Sing and dance while learning the names of instruments and their functions in West African communities. TWA

Course: PFA019 12.5 Hours
$77 + $78 fee = $155; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 14953 10 Sessions W
5/29-7/7 7-8:15 p.m.
No class 7/3

Renn Fest Costume Workshop

Create a Renaissance costume in time for Renn Fest! The Renaissance spanned four centuries and kicked off a cultural revolution that included art, music, science, and religion. But most importantly it kicked off a time in history when the clothing finally got interesting! Learn how to create a customized Renaissance costume by researching costumes, practicing different sewing techniques, following sewing patterns, and putting it all together to create a look perfect for the Renn Fest. TWA

Course: PFA036 12.5 Hours
$97 + $63 fee = $160; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 14957 5 Sessions M
7/8-8/5 7-9:30 p.m.
No class 7/4

Writing for Broadcast & New Media

Explore the methods and styles of writing for video and audio production. Create engaging narratives to be performed as part of broadcast and non-broadcast projects. No prior experience required. TWA

Course: ART071 37.5 Hours
$384 + $133.80 fee = $517.80; NMR add $842.40
Rockville Campus
CRN#: 45087 17 Sessions T,W,R
5/28-8/6 7-9:30 p.m.

Stand-up Comedy: Introduction

Ever wanted to give stand-up comedy a try? Learn to use your own life experiences and unique sense of humor to create an original 3-minute comedy routine to perform in front of a live audience. The course will cover joke- and comedy-writing basics, stage techniques, and comedic persona—all in a fun, interactive, and supportive atmosphere. Bring something to write on and record with (like a smartphone) to the first class. TWA

Course: PFA034 12.5 Hours
$97 + $63 fee = $160; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 14958 5 Sessions M
5/28-6/25 3:30-6 p.m.

Business of Music 1: Social Media Marketing

Learn to build a fan base on social media and use it to get the word out! Create effective advertising campaigns on Facebook and Instagram to gain genuine fans, sell merchandise, and tour. Open to everyone, no prerequisites. TWA

Course: PFA047 12.5 Hours
$97 + $63 fee = $160; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 45326 5 Sessions W
5/29-6/26 7-9:30 p.m.

Business of Music 2: Music Release Planning

Learn to create and execute a plan to maximize the impact of your music release. Whether you’re releasing a single, an album, or an EP, this class will teach you to develop an effective calendar that details what you should be considering before, during, and after your music is released. This class can be taken alone or in conjunction with PFA047. Open to everyone, no prerequisites. TWA

Course: PFA049 12.5 Hours
$97 + $63 fee = $160; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 14960 5 Sessions W
7/10-8/7 7-9:30 p.m.

Costuming: Concept to Pattern

Explore the process of costume design! Develop your understanding of character design, psychology of clothing, and pattern. Design your own costumes by interpreting scripts, then create finished costume drawings by applying design fundamentals and your own creativity! Leave class with finished sewing patterns ready for manufacture. TWA

Course: PFA045 25 Hours
$195 + $115 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 14958 10 Sessions T
5/28-8/6 7-9:30 p.m.
No class 7/2

Business of Music 1: Social Media Marketing

Learn to build a fan base on social media and use it to get the word out! Create effective advertising campaigns on Facebook and Instagram to gain genuine fans, sell merchandise, and tour. Open to everyone, no prerequisites. TWA

Course: PFA047 12.5 Hours
$97 + $63 fee = $160; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 45326 5 Sessions W
5/29-6/26 7-9:30 p.m.

Business of Music 2: Music Release Planning

Learn to create and execute a plan to maximize the impact of your music release. Whether you’re releasing a single, an album, or an EP, this class will teach you to develop an effective calendar that details what you should be considering before, during, and after your music is released. This class can be taken alone or in conjunction with PFA047. Open to everyone, no prerequisites. TWA

Course: PFA049 12.5 Hours
$97 + $63 fee = $160; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 14960 5 Sessions W
7/10-8/7 7-9:30 p.m.

Costuming: From Concept to Pattern

Explore the process of costume design! Develop your understanding of character design, psychology of clothing, and pattern. Design your own costumes by interpreting scripts, then create finished costume drawings by applying design fundamentals and your own creativity! Leave class with finished sewing patterns ready for manufacture. TWA

Course: PFA045 25 Hours
$195 + $115 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 14958 10 Sessions T
5/28-8/6 7-9:30 p.m.
No class 7/2

Theater Arts

Costuming: From Concept to Pattern

Explore the process of costume design! Develop your understanding of character design, psychology of clothing, and pattern. Design your own costumes by interpreting scripts, then create finished costume drawings by applying design fundamentals and your own creativity! Leave class with finished sewing patterns ready for manufacture. TWA

Course: PFA045 25 Hours
$195 + $115 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 14958 10 Sessions T
5/28-8/6 7-9:30 p.m.
No class 7/2

Music

Business of Music 1: Social Media Marketing

Learn to build a fan base on social media and use it to get the word out! Create effective advertising campaigns on Facebook and Instagram to gain genuine fans, sell merchandise, and tour. Open to everyone, no prerequisites. TWA

Course: PFA047 12.5 Hours
$97 + $63 fee = $160; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 45326 5 Sessions W
5/29-6/26 7-9:30 p.m.

Renn Fest Costume Workshop

Create a Renaissance costume in time for Renn Fest! The Renaissance spanned four centuries and kicked off a cultural revolution that included art, music, science, and religion. But most importantly it kicked off a time in history when the clothing finally got interesting! Learn how to create a customized Renaissance costume by researching costumes, practicing different sewing techniques, following sewing patterns, and putting it all together to create a look perfect for the Renn Fest. TWA

Course: PFA036 12.5 Hours
$97 + $63 fee = $160; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 14957 5 Sessions M
7/8-8/5 7-9:30 p.m.
No class 7/4

Stand-up Comedy: Introduction

Ever wanted to give stand-up comedy a try? Learn to use your own life experiences and unique sense of humor to create an original 3-minute comedy routine to perform in front of a live audience. The course will cover joke- and comedy-writing basics, stage techniques, and comedic persona—all in a fun, interactive, and supportive atmosphere. Bring something to write on and record with (like a smartphone) to the first class. TWA

Course: PFA034 12.5 Hours
$97 + $63 fee = $160; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 14958 5 Sessions M
5/28-6/25 3:30-6 p.m.

A summer of costumes and masks!

Take advantage of our expanding lineup of costume classes to try something new or continue building your skill.

Mask Making: Introduction

Costuming: Concept to Pattern

Renn Fest Costume Workshop

Costuming: From Concept to Pattern

A summer of costumes and masks!
Summer Dinner Theater

Become part of a musical theater production! In this intensive 11-week course, we present two major musicals, give 12 public performances, and serve more than 5,000 meals. Our shows for 2019 will be Spamalot and Sweet Charity. We look for students who are talented, willing to work hard, and have some theatrical experience. Although Summer Dinner Theatre is a college-level course, we encourage talented high school students, aged 16 and above, and interested community members to audition as performers or interview as technicians. Scholarships are available.

Students can earn back some of the tuition costs through a work option by working as greeters and hosts during the dinner portion of the evening. Please visit www.montgomerycollege.edu/sdt for complete information and the student calendar.

Auditions for performers and interviews for technical positions will be held Friday, Saturday, and Sunday, May 3, 4, and 5, with callbacks on May 11 and 12. You must audition and/or interview prior to registering for class. Students will be told specific day(s) and time(s) for callbacks.

Classes and rehearsals are held Monday through Friday in the evening with additional rehearsals scheduled on weekends before public performances begin. Public performances will be on weekends, June 21-30 and July 19-28. Summer Dinner Theatre is held in the Theatre Arts Building on the Rockville Campus. To apply for the program, please go to our website www.montgomerycollege.edu/sdt. There you will find a complete list of internships offered, the calendar, and information on how to go through the application process.

Course: SDT004  50 Hours  $385.20 + $80 fee = $465.20; NMR add $80
Rockville Campus
CRN#: 15014  5/28-8/1

Health Care Insurance for Retirement

This course will address the major components of retiree health care: Medicare, Medicare Advantage Plans, and Long-Term Care. Health care costs typically rise at twice the inflation rate, so the course will also address ways to fund this expense through tax-advantaged plans. You will determine the cost of supplemental coverage, evaluate your ability to pay for health care not covered by federal or state programs, and be able to project your health care expenses. The target audience for this course are those who are newly retired and those who plan to retire within 10 years. TWA

Course: PRF139  6 Hours  $36 + $69 fee = $105; NMR add $120
Rockville Campus
CRN#: 45309  2 Sessions  T 6/11-6/18  6:30-9:30 p.m.

PERSONAL FINANCE ACADEMY

For more information, please visit: www.montgomerycollege.edu/wdce/ce/finance.html.

Increase Cash, Decrease Debt, & Protect Your Financial Future

Learn to control your personal finances with spending, saving, paying loans and expenses, and earning money. You will learn when and how much you should be saving for specific goals. Topics include: banking, savings, credit loans/credit reports and insurance; protecting against financial scams and identify theft; setting financial goals; developing budgets; and creating a financial plan. You will also learn how to track your money and expenses.

Course: PRF161  3 Hours  $20 + $20 fee = $40; NMR add $30
Rockville Campus
CRN#: 45314  1 Session  S  6/8  10:30 a.m.-1:30 p.m.

Maximizing Social Security Benefits

Social Security is a cornerstone of retirement income for most Americans. Yet the nuances of how/when to receive benefits are often overlooked and can lead to missed opportunities. This course will address individual and couples' benefits, special situations for widows and ex-spouses, reductions due to federal pensions, and taxation of benefits. The target audience for this course are those who are newly retired and who plan to retire within 10 years.

Course: PRF159  3 Hours  $20 + $20 fee = $40; NMR add $30
Germantown Campus
CRN#: 14943  1 Session  R  7/18  6:30-9:30 p.m.
Rockville Campus
CRN#: 45311  1 Session  T  6/25  6:30-9:30 p.m.
Protecting Your Hard Earned Money
American retirees are often the target of fraud. Learning how to invest safely can mean a big difference in your retirement years. In this course, you will discuss investment risk and fees, the common red flags of investment fraud, and questions to ask before investing and choosing a financial professional. The talk will also cover how to plan for diminished financial capacity well before it happens. This course is presented by a representative from the Securities and Exchange Commission.
Course: PRF162  2 Hours  $20 + $15 fee = $35; NMR add $30
Rockville Campus
CRN#: 45315  1 Session  W 6/12  10:30 a.m.-12:30 p.m.

Retirement Planning Today
Learn 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 expenses. Fee includes a course workbook and study aids. TWA
Course: PRF119  6 Hours  $25 + $57 fee = $82; NMR add $50
Bethesda-Chevy Chase High School
CRN#: 45301  2 Sessions  R 5/6-5/23  6:30-9:30 p.m.
CRN#: 45302  2 Sessions  T 5/21-5/28  6:30-9:30 p.m.
Germantown Campus
CRN#: 45305  2 Sessions  W 5/1-5/8  6:30-9:30 p.m.
CRN#: 45306  2 Sessions  R 5/2-5/9  6:30-9:30 p.m.
CRN#: 45307  2 Sessions  R 5/9-5/16  6:30-9:30 p.m.
CRN#: 45308  2 Sessions  T 5/14-5/21  6:30-9:30 p.m.
Rockville Campus
CRN#: 45303  2 Sessions  W 5/8-5/15  6:30-9:30 p.m.
CRN#: 45304  2 Sessions  S 5/11-5/18  9:30 a.m.-12:30 p.m.

Stocks, Bonds, Mutual Funds, and ETFs Explained
Whether you manage your own investments or someone manages them for you, it is important to understand the different types of investments. In this course, an experienced investment advisor and Certified Financial Planner explains advantages and disadvantages of different investments, risks, ways to own investments, asset allocation, tax considerations, historical performance, and more. For instance, are Exchange Traded Funds (ETFs) better than mutual funds? TWA
Course: PRF138  5 Hours  $50 + $65 fee = $115; NMR add $120
Rockville Campus
CRN#: 14941  2 Sessions  W 7/17-7/24  6:30-9 p.m.

Stocks: An In-Depth Look
This course will provide students with tools to understand and evaluate stocks. In addition, this course will review multiple strategies for using stocks in a personal portfolio. Topics include: understanding U.S. and global economic cycles, how to evaluate a company’s financial health, and how to use stocks for personal finances. TWA
Course: PRF147  8 Hours  $50 + $75 fee = $125; NMR add $120
Rockville Campus
CRN#: 45310  3 Sessions  T 6/4-6/18  6:30-9:30 p.m.
Last class on 6/18 meets 6:30-8:30 p.m.

Wall Street: History and Mystery
See course on page 40.

Wills and Estates
Take a deep dive into personal estate planning. Learn about the real differences between wills and revocable trusts; why everyone always needs a power of attorney and health care directives; and what it really means to go through Maryland probate (and how to avoid that if appropriate). Topics include the use (and misuse) of revocable living trusts, the pros, cons and dangers of joint ownership, the right way to make and receive gifts (and why there is a very wrong way), and the impact of the Federal estate tax and Maryland’s two separate death taxes on your estate. TWA
Course: PRF160  6 Hours  $60 + $75 fee = $135; NMR add $120
Bethesda-Chevy Chase High School
CRN#: 45312  2 Sessions  W 6/12-6/19  6:30-9:30 p.m.
Rockville Campus
CRN#: 14944  2 Sessions  M 7/15-7/22  6:30-9:30 p.m.
Westfield South
CRN#: 45313  2 Sessions  T 6/4-6/11  6:30-9:30 p.m.

Need help looking for a career?
Career Coach can help!
Career Coach is an online search tool that will help you find a good career by providing the most current data on wages, employment, job postings, and associated education and training for our region.
For more information, go to cns.montgomerycollege.edu.

Find Your Strengths—Find Your Career
What are you good at? What are your natural and work-related strengths? This course will help you discover and match them with career areas in which you would be most successful. In addition to careers, you may choose to apply your skills to business or other professional and life opportunities. You will engage in a series of insightful individual and group exercises and conduct research into career areas of interest to you. By the end of the class, you will draft your career plan and will be supported through your career exploration stage by your classmates and career coach. TWA
Course: CRP100  12 Hours  $45 + $69 fee = $114; NMR add $120
Rockville Campus
CRN#: 45138  4 Sessions  M,W 5/20-6/5  6:30-9:30 p.m.
No class 5/27, 5/29

How Montgomery College Can Help You with Employment and Job Training
Looking for a job or re-training? This class will introduce you to the wide range of employment and training resources that exist at Montgomery College (credit or non-credit) for adults to further your employment goals. You will learn how to get information on employment training and certification programs, how to learn about the latest employment trends, who to contact about employment training and financial resources.
Course: LLI276  2 Hours  $5 + $5 fee = $10; NMR add $30
Rockville Campus
CRN#: 45162  1 Session  R 6/6  6:30-8:30 p.m.

Employment Search Boot Camp
Learn traditional and innovative job search techniques to help you land the job you want. This class provides a comprehensive approach to employment search, including résumé writing, interviewing, and the latest self-marketing and networking techniques. You will explore how to distinguish yourself from others competing for the same jobs, try new job search strategies and get feedback on your practice interviews. You will also learn how to use career and job search resources, such as Career Coach, and networking and employment resources such as social media and LinkedIn. TWA
Course: CRP107  15 Hours  $25 fee only
Rockville Campus
CRN#: 45139  5 Sessions  6/17-7/8  6:30-8:30 p.m.
No class 7/1,7/3
**PROJECT MANAGEMENT**

For more information visit: https://www.montgomerycollege.edu/workforce-development-continuing-education/management-leadership/project-management/index.html

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**Certification Course Track**

A Practical Approach to Project Management

This course is intended as a prerequisite to the Project Management Professional (PMP®) Certification Prep course and the Certified Associate in Project Management (CAPM®) Prep. It provides mandatory classroom hours as well as important preparatory knowledge for the PMP® prep course. Project Management Fundamentals is a prerequisite to this course for students with no prior PM training. This course is certified by the Project Management Institute (PMI®). TWA

**Course: PMC013** 36 Hours

$597 + $348 fee = $945; NMR add $400

Distance Learning

CRN#: 14950 12 Sessions M,W,F 7/17-8/12 6-9 p.m.

Rockville Campus

CRN#: 45319 7 Sessions W,S 5/18-6/12 6-9 p.m.(W - 5/22-6/12)

No class 5/25 8:30 a.m.-5 p.m.(S - 5/18-6/8)

Certified Associate in Project Management (CAPM®) Prep

Prepare for the Project Management Institute (PMI®) CAPM® certification exam. It is designed for entry-level to senior members of a project team who contribute specialized skills such as scheduling, logistics, or cost estimating. This credential signifies that the individual has knowledge of the principles and terminology of the library of global standards, A Guide to the Project Management Body of Knowledge (PMBOK® Guide), 6th Edition, Project Management Institute. Upon completion of this course, you may apply to take the CAPM® Certification exam. Prerequisites: Project Management Fundamentals and A Practical Approach to Project Management. This course is certified by the Project Management Institute (PMI®). TWA

**Course: PMC002** 24 Hours

$354 + $305 fee = $659; NMR add $300

Rockville Campus

CRN#: 14947 4 Sessions W,S 7/31-8/10 6-10 p.m.(W - 7/31-8/7) 8:30 a.m.-5 p.m.(S - 8/3-8/10)

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**Project Management Fundamentals**

In this course, you will learn project management process including project selection and evaluation. Gain skills in developing a project plan defining the scope, phases, milestone goals, and purposes. The types of project organizations will be detailed, including intrafunctional organizations, cross-functional matrix, and task force organizations. You will learn how to construct a work breakdown structure and create a project task network. This is a prerequisite course for the Project Management Professional (PMP®) and the Certified Associate in Project Management (CAPM®) certification course. Students without prior PM training should register for this course before taking the Practical Approach to PM. TWA

**Course: PMC019** 15 Hours

$217 + $132 fee = $349; NMR add $160

Rockville Campus

CRN#: 14951 2 Sessions S,U 6/18-7/20 6-10 p.m.(T)

Takoma Park/Silver Spring Campus

CRN#: 45321 2 Sessions S,U 5/11-5/12 8:30 a.m.-5 p.m.

**Project Management Professional (PMP®) Boot Camp

This course thoroughly prepares you for the internationally recognized Project Management Professional (PMP®) certification exam. It is designed for experienced project managers who want to increase their skills and apply a standards-based approach to project management. Upon completion of the course, you may apply to take the PMP® certification exam. Prerequisite: Project Management Fundamentals and A Practical Approach to Project Management. This course is certified by the Project Management Institute (PMI®). TWA

**Course: PMC008** 48 Hours

$1,039 + $710 fee = $1,749; NMR add $800

Rockville Campus

CRN#: 45318 6 Sessions M,T,W,R,F,S 5/6/5-5/11 8:30 a.m.-5 p.m.

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**NEW CIA® Certification Prep Coming Fall 2019!**

Prepare to pass the CIA® Exam with Montgomery College!

For more information, please contact Transcie Almonte-Sabio at transcie.almonte@montgomerycollege.edu

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**PM Elective Courses**

**PMP® Application Workshop**

Have you decided to take your career to the next level by pursuing PMI’s Project Management Professional (PMP®) Certification? Then this course is for you. In this course, you will get individualized consulting on completing your application form to sit for the PMP® exam. Many certified professionals say it is one of the most complicated application forms they have completed. Our PMP credentialed instructors get requests from confused project managers for assistance completing their applications. We are pleased to offer this course where students can get answers to their specific questions and customized instructions completing the rigorous application process. Students are encouraged to bring their laptops and records of project management experience for individualized assistance.

**Course: PMC017** 3.5 Hours

$50 + $35 fee = $85; NMR add $50

Rockville Campus

CRN#: 45320 1 Session F 6/14 6-9:30 p.m.

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**PROJECT MANAGEMENT**

**Project Management Professional Development Course for Professional Development Units (PDUs)**

Continue to improve your skills with courses designed for your development! We offer courses to help PMI credential holders with recertification. These courses also provide the upskill opportunities to make you a more efficient and productive member of your organization. A certification is not required to take these courses. We can deliver our courses at your site! Contact Transcie Almonte-Sabio for contract training opportunities at transcie.almonte@montgomerycollege.edu

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**For more information visit:** https://www.montgomerycollege.edu/workforce-development-continuing-education/management-leadership/project-management/index.html
REAL ESTATE—TEST PREPARATION

For more information: http://www.montgomerycollege.edu/wdce/bits/realtestate.html

TEST PREPARATION

For more information, please visit http://cms.montgomerycollege.edu/wdce/ce/testprep.html

PRAXIS PREPARATION

Praxis Core Math Fundamentals Review
This math review course is designed to augment the Praxis Core preparation courses. You will intensely review arithmetic, algebraic, and geometric concepts so you may more successfully participate in the Praxis Core prep course. Textbook required and available for purchase at the Rockville Campus bookstore. TWA

Course: TPR042 16 Hours
$156 + $80 fee = $238; NMR add $140

Rockville Campus
CRN#: 45353 4 Sessions U
5/19-6/16 9 a.m.-1 p.m.
No class 5/26
CRN#: 15012 8 Sessions M,T,W,R
7/15-7/25 6:30-8:30 p.m.

GRE Preparation

This course is designed as an 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. You will have an opportunity to ask questions on specific problems. Textbook required at first class: The Official GRE Guide, 2018-2019 Edition. TWA

Course: TPR021 30 Hours
$245 + $130 fee = $375; NMR add $160

Rockville Campus
CRN#: 45358 8 Sessions M,T,W,R
6/17-6/27 8:30 a.m.-12:30 p.m.
CRN#: 15026 8 Sessions M,T,W,R
8/5-8/15 8:30 a.m.-12:30 p.m.

ACT Preparation

ACT Prep
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. Daily practice with ACT test sections. Textbook required at first class: The Official ACT Prep Guide, 2018-2019 Edition. TWA

Course: SAT004 30 Hours
$245 + $130 fee = $375; NMR add $160

Rockville Campus
CRN#: 45359 8 Sessions M,T,W,R
6/17-6/27 8:30 a.m.-12:30 p.m.
CRN#: 15026 8 Sessions M,T,W,R
8/5-8/15 8:30 a.m.-12:30 p.m.

Have you taken the Accuplacer test and your score is not what you had hoped for? Are you unsure how you will do on the Accuplacer test and would like to be prepared?

Accuplacer Test Prep may help you.
Counselors are available before, during, and after the program. Once a subject area is completed, students notify the Accuplacer counselors and MC students are authorized to take/retake the applicable Accuplacer subject area. Available subjects:
Reading, Sentence Skills, Arithmetic, and Elementary Algebra

For registration information or if you have any questions e-mail: accuplacerprep@montgomerycollege.edu

COURSE DATES:

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| 5/11 | S | 10 a.m.-2 p.m. | TP/SS | 7/16 | T | 10 a.m.-2 p.m. | Rockville |
| 5/20 | M | 4-8 p.m. | Germantown | 7/18 | R | 4-8 p.m. | Germantown |
| 6/22 | S | 10 a.m.-2 p.m. | Rockville | 7/20 | S | 10 a.m.-2 p.m. | TP/SS |
| 6/26 | W | 10 a.m.-2 p.m. | Rockville | 7/30 | T | 3-7 p.m. | Rockville |
| 7/2 | T | 4-8 p.m. | TP/SS | 8/3 | S | 10 a.m.-2 p.m. | TP/SS |
| 7/13 | S | 10 a.m.-2 p.m. | Rockville | 8/10 | S | 10 a.m.-2 p.m. | Rockville |

LICENSURE

Basic Real Estate Principles and Practices for Salespersons
This intensive course meets Maryland State requirements for 60 hours of successfully completed prelicensing education prior to taking the State License exam for Real Estate Salespersons. All topics relevant to the industry and the State exam will be covered in detail, followed by a course exam that must be passed by 70%. Two exam retakes are allowed if not passed at the end of the class. All 60 hours must be attended. Textbooks: Modern Real Estate Practice, Maryland Real Estate Practice and Law, and Guide to Passing the PSI Real Estate Exam are available at Campus Bookstores, and required at first class. TWA

Course: REB010 60 Hours
$230 + $149 fee = $379; NMR add $160

Rockville Campus
CRN#: 45299 16 Sessions M,W
5/6-7/1 5:30-9:30 p.m.
No class 5/27

Gaithersburg Business Training Center
CRN#: 14940 Flex Schedule 7/8-8/30

Real Estate & National Apartment Leasing Information Session
August 15th, 6:30-8:30 p.m.
Germantown Campus
R.S.V.P.: sbel@montgomerycollege.edu

Real Estate Basic Principles Retest
Retest the Maryland state or General Knowledge exam with us if you scored below 70% on either REB-010 exam. Students who failed either exam during the Real Estate Basic Principles course, are eligible to retake the exam(s). Students will engage in a retake of the Maryland law and/or General Knowledge exam in order to be approved to take the PSI Real Estate Professional Licensure Certification exam. Students will be allowed to retest onsite using the exam, writing utensil and calculator; we will provide scratch paper. Retesters are not permitted to write on the exam or retain a copy; exams will be collected by the proctor at the end of the testing period. Testing period for the Maryland exam is one hour; for the General knowledge period is two hours. Within one week, exams are graded; records are submitted to PSI if applicable passing grade. Retests are allowed within the same semester of the course and grades will be revised from NCP (noncomplete), to CP (complete). While we make every effort for students to pass the exams during the course, we do recognize that some students will not pass. This retest provides the recovery option so students can continue on their pathway toward becoming a licensed Real Estate professional.

Course: REB142 3 Hours
$15 + $15 fee = $30; NMR add $30

Takoma Park/Silver Spring Campus
CRN#: 45298 11 Sessions T,R
5/7-6/11 9 a.m.-3 p.m.

NCR#: 14977 10 Sessions M,T,W,R
6/17-6/27 9 a.m.-1 p.m.
No class 5/26

NCR#: 14978 8 Sessions M,T,W,R
7/15-7/25 6:30-8:30 p.m.

Rockville Campus
CRN#: 45358 8 Sessions M,T,W,R
6/17-6/27 8:30 a.m.-12:30 p.m.
CRN#: 15026 8 Sessions M,T,W,R
8/5-8/15 8:30 a.m.-12:30 p.m.

Elementary Algebra
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. Daily practice with ACT test sections. Textbook required at first class: The Official ACT Prep Guide, 2018-2019 Edition. TWA

Course: SAT004 30 Hours
$245 + $130 fee = $375; NMR add $160

Rockville Campus
CRN#: 45359 8 Sessions M,T,W,R
6/17-6/27 8:30 a.m.-12:30 p.m.
CRN#: 15026 8 Sessions M,T,W,R
8/5-8/15 8:30 a.m.-12:30 p.m.

Elementary Algebra
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. Daily practice with ACT test sections. Textbook required at first class: The Official ACT Prep Guide, 2018-2019 Edition. TWA

Course: SAT004 30 Hours
$245 + $130 fee = $375; NMR add $160

Rockville Campus
CRN#: 45359 8 Sessions M,T,W,R
6/17-6/27 8:30 a.m.-12:30 p.m.
CRN#: 15026 8 Sessions M,T,W,R
8/5-8/15 8:30 a.m.-12:30 p.m.

If you have any questions e-mail: accuplacerprep@montgomerycollege.edu
**SAT Preparation**

**SAT Preparation**

This course will teach you how to attack the SAT...and win! You will become familiar with SAT questions, develop test-taking strategies, manage test panic, increase your confidence and speed, and get a review of test content. Textbook required at first class: *The Official SAT Study Guide, 2018 edition.* TWA

**Course:** SAT001  30 Hours

**Germantown Campus**

CRN#: 45357 8 Sessions M,T,W,R 6/17-6/27 8:30 a.m.-12:30 p.m.

CRN#: 15015 8 Sessions M,T,W,R 7/15-7/25 8:30 a.m.-12:30 p.m.

CRN#: 15022 8 Sessions M,T,W,R 8/5-8/15 8:30 a.m.-12:30 p.m.

**Rockville Campus**

CRN#: 45354 8 Sessions M,T,W,R 6/17-6/27 8:30 a.m.-12:30 p.m.

CRN#: 45355 8 Sessions M,T,W,R 6/17-6/27 1-5 p.m.

CRN#: 15016 8 Sessions M,T,W,R 7/15-7/25 8:30 a.m.-12:30 p.m.

CRN#: 15018 8 Sessions S,U 7/20-8/11 9 a.m.-1 p.m.

CRN#: 15019 12 Sessions T,W,R 7/23-8/15 5-7:40 p.m.

CRN#: 15020 8 Sessions M,T,W,R 8/5-8/15 8:30 a.m.-12:30 p.m.

CRN#: 15021 8 Sessions M,T,W,R 8/5-8/15 1-5 p.m.

**Takoma Park/Silver Spring Campus**

CRN#: 45356 8 Sessions M,T,W,R 6/17-6/27 8:30 a.m.-12:30 p.m.

CRN#: 15017 8 Sessions M,T,W,R 7/15-7/25 8:30 a.m.-12:30 p.m.

CRN#: 15023 8 Sessions M,T,W,R 8/5-8/15 8:30 a.m.-12:30 p.m.

**SAT Preparation: Critical Reading and Writing**

This course is 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. Textbook required at first class: *The Official SAT Study Guide, 2018 edition.* TWA

**Course:** SAT003  18 Hours

**Rockville Campus**

CRN#: 15025 5 Sessions M,T,W,R,F 8/12-8/16 9 a.m.-12:36 p.m.

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**SAT Preparation: Math**

This course will prepare you 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. Textbook required at first class: *The Official SAT Study Guide, 2018 edition.* TWA

**Course:** SAT002  18 Hours

**Rockville Campus**

CRN#: 15024 5 Sessions M,T,W,R,F 8/5-8/9 9 a.m.-12:36 p.m.

**SAT/ACT Math Fundamentals Review**

This math review course is designed to augment the SATand ACT Test Preparation courses. You will review basic arithmetical, algebraic and geometric concepts to more successfully participate in the SAT and ACT prep courses. Textbook is required and available for purchase at the Rockville Campus bookstore. TWA

**Course:** SAT006  9 Hours

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**CLEP: An Inexpensive Way to Translate Knowledge into College Credit**

Montgomery College is a national testing site for CLEP, the College Level Examination Program. CLEP is a way to receive credit for what you already know by earning qualifying scores on any of the 33 exams that are offered. These exams test knowledge in the areas of Composition and Literature, World Languages, History and Social Sciences, Science and Mathematics, and Business. Earn college credit in less time and for less money than actually enrolling in the class. For more information on CLEP including test subjects, registration forms, costs, and a complete listing of test dates, please visit www.montgomerycollege.edu/clep.
Driver Improvement Lessons (DIL)

Prepares for your MVA road test, practice parallel parking, work on not driving distracted, or any other skill you need help with. Learner Permit required. All lessons are scheduled in two hour sessions using our own cars. Registration approval required. Please call 240-567-1895.

2-Hour DIL Course: SFT034
$75 + $25 fee = $100; NMR add $120

4-Hour DIL Course: SFT035
$157 + $43 fee = $200; NMR add $140

6-Hour DIL Course: SFT036
$239 + $61 fee = $300; NMR add $160

10-Hour DIL Course: SFT040
$325 + $100 fee = $425; NMR add $225

20-Hour DIL Course: SFT042
$700 + $125 fee = $825; NMR add $400

Driver Education

Montgomery College's Driving School is Maryland MVA licensed and certified. Our instructors are professional educators with over 20 years of experience teaching. We go the extra mile to teach safe, mindful and defensive driving techniques that diminish distractibility. Our 36-hour course consists of 10 three-hour classroom sessions, and 3 two-hour individual behind-the-wheel driving sessions using our late model cars. Students under 18 MUST be accompanied by a mentor (parent, guardian, etc.) and MUST bring their learner's permit to the first class/orientation. Montgomery College educates mentors on how to manage the learning-to-drive experience through our mentor/parental involvement expectations, our 12 driver readiness indicators with self-assessments, and a collaborative approach between mentor and instructor(s). For additional information, visit us on the web at http://cms.montgomerycollege.edu/wdce/bits/driveredspecialneeds.html. Behind the Wheel (BTW) 6 hours to be scheduled in class. If you need an accommodation based on a disability please contact Natalie Martinez, Disability Support Services Counselor at 240-567-4118. TWA

Course: SFT079
$278 + $157 fee = $435; NMR add $225

Rockville Campus
CRN#: 45369 10 Sessions M,T,W,R,F
6/17-6/28 1-4:15 p.m.
CRN#: 15046 10 Sessions M,T,W,R,F
6/24-6/26 1-4:15 p.m.

Learner Permit Prep Course

Preparing for and passing the Maryland Learner’s Permit test can be challenging for many students. While this Learner Permit Prep course is open to all, it is designed by a special educator to specifically support students with mild to moderate learning disabilities. Course includes activities, computer exercises and practice tests. A Maryland Learner’s Permit is a prerequisite for Driver Education course, however this course is not required. This course can also be taught at schools for student groups. TWA

Course: SFT044
10 Hours
$90 + $35 fee = $125; NMR add $120

Rockville Campus
CRN#: 45373 3 Sessions M,T,W
6/24-6/26 5-8:20 p.m.
CRN#: 15031 3 Sessions T,W,R
7/23-7/25 9 a.m.-12:20 p.m.
Learner’s Permit Tutoring
Preparing for and passing the Maryland Learner’s Permit test can be challenging for many students. This two-hour or six-hour one-on-one tutoring session is designed to give undistracted help to students who request additional assistance. This session will be held at a Montgomery College Campus mutually agreed upon by instructor and student.

2 Hour Course: SFT068
$75 + $25 fee = $100; NMR add $120

6 Hour Course: SFT069
$270 + $30 fee = $300; NMR add $160

Motorcycle Safety

Both motorcycle-licensing courses require updated emails for correspondence. Students must complete an E-course before attending the classroom.

Basic Rider Course 2-License Waiver (BRC2-LW)
This course is NOT for beginners! This eleven-hour course is for individuals that have current street riding experience and are seeking a class “M” license. This course includes three hours of formal classroom and five hours of riding exercises. It also includes three hours of independent study done at home via an online E-course prior to class. Participants are encouraged to use their own motorcycle by transporting them legally to the range. Upon successful completion of both a knowledge and riding skills test, you will receive a certificate and course completion card recognized by the Maryland Motor Vehicle Administration. Class materials, E-course instructions and correspondence will be sent to your MyMC email account and any secondary email you have on your MyMC account. Registration is more expedient through fax or in person. TWA
Course: SFT064 18 Hours
$174 + $150 fee = $324; NMR add $160

Gaithersburg Business Training Center

CRN#: 45375 5/2-5/5 3 Sessions R,S,U 3-9 p.m.(R)
7:45 a.m.-1 p.m.(S,U)
CRN#: 45359 5/9-5/12 3 Sessions R,S,U 3-9 p.m.(R)
12:45-6 p.m.(S,U)
7:45 a.m.-1 p.m.(S,U)
CRN#: 45361 5/30-6/2 3 Sessions R,S,U 3-9 p.m.(R)
7:45 a.m.-1 p.m.(S,U)
CRN#: 45362 6/4-6/9 3 Sessions T,S,U 3-9 p.m.(T)
7:45 a.m.-1 p.m.(S,U)
CRN#: 45363 6/6-6/9 3 Sessions R,S,U 3-9 p.m.(R)
12:45-6 p.m.(S,U)
CRN#: 45365 6/18-6/20 3 Sessions T,W,R 8:45 a.m.-3 p.m.(T)
7:45 a.m.-1 p.m.(W,R)
CRN#: 45364 6/20-6/23 3 Sessions R,S,U 3-9 p.m.(R)
7:45 a.m.-1 p.m.(S,U)
CRN#: 15034 7/9-7/14 3 Sessions T,S,U 3-9 p.m.(T)
7:45 a.m.-1 p.m.(S,U)
CRN#: 15035 7/11-7/14 3 Sessions R,S,U 3-9 p.m.(R)
12:45-6 p.m.(S,U)
CRN#: 15042 7/16-7/18 3 Sessions T,W,R 8:45 a.m.-3 p.m.(T)
7:45 a.m.-1 p.m.(W,R)
7:45 a.m.-1 p.m.(S,U)

Germantown Campus

CRN#: 45376 5/7-5/12 3 Sessions T,S,U 3-9 p.m.(T)
7:45 a.m.-1 p.m.(S,U)

Motorcycle Retest
This course is for students who have taken, yet failed the Motorcycle Safety Foundation and Maryland Motor Vehicle Administration Basic Rider Course. Students are required to pass the state preparatory licensing test in order to obtain a certification to apply for an M driver license endorsement. This course should be taken within 30 days of completing the Motorcycle BRC or BRC2-LW.
Course: SFT046 2 Hours
$20 + $15 fee = $35; NMR add $30

14 Firstfield Rd Driving Range

CRN#: 45374 1 Session U 6/30
CRN#: 15033 1 Session F 8/30

Each Ed2go course comes equipped with a patient and caring instructor. Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more. You can complete any course entirely from your home or office. Any time of the day or night.
Courses start as low as $110!
Visit www.ed2go.com/mcdistance for more information or call Janet Lane at 240-567-6938. E-mail your inquiries to ed2go@montgomerycollege.edu.
WORKFORCE TECHNOLOGIES—WORLD LANGUAGES

For more information please visit: www.montgomerycollege.edu/departments/giterv/workforce/index.html.

Introduction to Machining
Introduction to basic machine shop practices, including a review of the history of machine tools, safety, measurements and precision measuring tools, lay-out, blueprint reading, bench and hand tools, power saws, drill presses, lathes, and milling machines. Note: Students must furnish their own eye and ear protection devices. TWA

Course: TTG201 45 Hours
$475 + $112 fee = $587; NMR add $250

Rockville Campus
CRN#: 45387 12 Sessions W
5/15-8/21 6-10 p.m.
No class 7/3, 7/10, 7/11

Machining Intermediate
This intermediate course will continue to improve your understanding of lathe operations including various thread cutting procedures, as well as intermediate mill setup and operation. Gain knowledge of how to calculate proper feeds and speeds for various materials and cuts for thread cutting, milling, and boring operations. Learn to interpret machining blueprints and plan the proper choice of tools and sequence of cuts to produce the part. Learn how to interpret basic geometric dimensioning and tolerance symbols and dimensioning systems according to ANSI Y14.5 standards. Prerequisite: Successful completion of Introduction to Machining or permission of the instructor. Note: Students must furnish their own eye and ear protection devices. TWA

Course: TTG511 46 Hours
$480 + $117 fee = $597; NMR add $250

Rockville Campus
CRN#: 45388 12 Sessions R
5/16-8/22 6-10:05 p.m.
No class 7/4, 7/11, 7/18

Maker Space / Fab Lab Applications
This introductory course serves as a stepping-stone for students interested in the Maker Space / Fab Lab program. Students will learn current technologies to develop, design, and fabricate various objects. Topics will include machine setup demonstrations, how digital files are handled and transferred to the equipment, and Fab Lab safety protocol. TWA

Course: TTG561 6 Hours
$53 + $48 fee = $101; NMR add $120

Rockville Campus
CRN#: 45392 2 Sessions W
5/15-5/22 2:50 p.m.
CRN#: 45390 2 Sessions S
6/1-6/8 9 a.m.-12:15 p.m.
CRN#: 45391 2 Sessions T
6/11-6/18 6:9-15 p.m.
CRN#: 45389 2 Sessions M
6/17-6/24 9 a.m.-12:15 p.m.

Maker Space / Fab Lab 3D Printer Applications
Have you ever seen a handmade camera assembly and wondered how it was made? Now, this is a very complex object to create however, 3D printing has made it easy for almost anyone to make their own camera assembly. In this class you will learn how to create designs or 3D models for just about anything under the sun. Topics in this class will include machine setup, and operation, and safety procedures. Prerequisite: successful completion of the Maker Space / Fab Lab Introduction course TWA

Course: TTG563 5 Hours
$45 + $40 fee = $85; NMR add $50

Rockville Campus
CRN#: 45394 2 Sessions W
5/29/6-5/ 2:30 p.m.
CRN#: 45395 2 Sessions S
6/15-6/25 9-11:30 a.m.
CRN#: 15085 2 Sessions M
7/22-7/29 9-11:30 a.m.
CRN#: 15086 2 Sessions T
7/23-7/30 6-8:30 p.m.

Maker Space / Fab Lab CNC Router Applications
Have you ever seen a spectacular woodwork design and pondered upon how it came to existence? Look no further—in this class, you will learn how to make precise repeatable cuts on flat or low elevation wood or plastic projects. Topics in this class will include machine setup, and operation, and safety procedures. Prerequisite: successful completion of the Maker Space / Fab Lab Introduction course. TWA

Course: TTG565 6 Hours
$53 + $48 fee = $101; NMR add $120

Rockville Campus
CRN#: 45393 2 Sessions W
6/12-6/19 2:5-15 p.m.
CRN#: 15083 2 Sessions S
7/27-8/3 9 a.m.-12:15 p.m.
CRN#: 15082 2 Sessions M
8/5-8/12 9 a.m.-12:15 p.m.
CRN#: 15084 2 Sessions T
8/6-8/13 6-9:15 p.m.

Maker Space / Fab Lab Laser Cutter Applications
Are you interested in creating superior metal work, photo etching, metal laser cutting? Well, this course is designed for you because in this class, you will learn how to etch metals, plastics and other materials. Topics in this class will include machine setup, and operation, and safety procedures. Prerequisite: successful completion of the Maker Space / Fab Lab Introduction course TWA

Course: TTG564 5 Hours
$45 + $40 fee = $85; NMR add $50

Rockville Campus
CRN#: 15089 2 Sessions W
7/24-7/31 2:30 p.m.
CRN#: 15087 2 Sessions S
8/10-8/17 9-11:30 a.m.
CRN#: 15088 2 Sessions M
8/19-8/26 9-11:30 a.m.
CRN#: 15090 2 Sessions T
8/20-8/27 6-8:30 p.m.

FRENCH

French Brush-Up II
If you have completed at least 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. TWA

Course: LAN089 16 Hours
$109 + $110 fee = $219; NMR add $140

Rockville Campus
CRN#: 45260 8 Sessions T,R
6/4-6/27 7-9 p.m.

French Brush-Up III
If you have completed at least 3-4 years of study and have some degree of comfort and fluency in French this level is appropriate. Class is conducted exclusively in French. 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. TWA

Course: LAN148 16 Hours
$109 + $110 fee = $219; NMR add $140

Rockville Campus
CRN#: 45262 8 Sessions M,W
6/3-6/26 7-9 p.m.
WD&CE Summer 2019 Noncredit Courses

**WORLD LANGUAGES**

**French I—Part 1**
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. TWA

**Course:** LAN041  22 Hours
CRN#: 14916  12 Sessions  T
5/28-8/13  7-9 p.m.

**French I—Part 2**
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. TWA

**Course:** LAN042  22 Hours
CRN#: 14917  12 Sessions  W
5/29-8/14  7-9 p.m.

**Advanced French (6 weeks)**
This course is designed for nonnative French speakers with an excellent command of the spoken language. Conducted exclusively in French, emphasis is placed on participation in extended topics of choice. Student oral presentations and followed by class dialogue. Grammar is reviewed as necessary. TWA

**Course:** LAN241  12 Hours
95 + $69 fee = $164; NMR add $120

**Bethesda-Chevy Shae Regional Svc. Ctr.**
CRN#: 45264  6 Sessions  W
5/29/7-3  12:30-2:30 p.m.

**ITALIAN**

**Just Enough Italian**
This is a beginning course for anyone who has no experience with Italian 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. TWA

**Course:** LAN087  16 Hours
CRN#: 45259  8 Sessions  T,R
6/4-6/27  7-9 p.m.

**Spanish I—Part 1**
This is a beginning course for anyone who has no experience with Spanish and wants a basic introduction. You’ll learn pronunciation, basic grammar in the present tense, and vocabulary—just enough to get you started in everyday conversational exchanges. Students who wish to have a more significant foundation for further Spanish language study are encouraged to register for Spanish I—Part 1. Textbook is available through the Rockville Campus Bookstore. TWA

**Course:** LAN151  22 Hours
CRN#: 14918  12 Sessions  M,W
7/8-8/14  7-9 p.m.

**Spanish Brush-Up II**
If you have completed at least two years of study, or have some proficiency in Spanish, this level is appropriate. Participate in fun and relaxing conversation and interactive exercises to keep your skills fresh and review that you just haven’t quite absorbed. No textbook is required for this class; all materials will be provided by the instructor. TWA

**Course:** LAN086  16 Hours
CRN#: 45258  8 Sessions  M,W
6/3-6/26  7-9 p.m.

**Spanish Brush-Up III**
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. TWA

**Course:** LAN111  16 Hours
CRN#: 45261  8 Sessions  T,R
6/4-6/27  7-9 p.m.

**Spanish Through Cinema**
This is a class for you if you have intermediate to advanced language skills and are able to follow either the Spanish dialogues or subtitles. Enhance your Spanish language knowledge through movies from a variety of countries. Explore regional differences in accents, cadences, as well as idioms, grammar, and vocabulary. TWA

**Course:** LAN174  22 Hours
CRN#: 45263  12 Sessions  M,W
6/3-7/10  5-7 p.m.

**ROOM NUMBERS**
Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records.

**For the most up-to-date list of noncredit world language courses (including instructor names, class meeting times, and locations), please search the real time schedule by visiting:** www.montgomerycollege.edu/searchclassschedule.
Clear and Concise Writing: How to Edit Your Business Correspondence

Put your writing on a diet! Streamline your prose for today’s fast-paced workplace. Place your message up front. According to the “Plain English” movement, you need to use precise words. Rely on action verbs and specific nouns, rather than modifiers. Avoid wordy phrases, clichés and jargon. In this workshop, you will learn to edit rambling sentences and convey ideas clearly and concisely. Then colleagues and customers will understand your message and appreciate your writing. TWA.

Course: WRT200  5 Hours
$61 + $50 fee = $111; NMR add $120
Rockville Campus
CRN#: 15099  2 Sessions  S
7/13-7/20  9:30 a.m.-12:10 p.m.

Grammar: Correct Usage for the Writer

Do you need to write on the job but lack sufficient knowledge of grammar? In this course you will review the basic rules of English and apply them to your business writing. Learn the tools to 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. TWA.

Course: WRT205  12 Hours
$135 + $52 fee = $187; NMR add $120
Rockville Campus
CRN#: 45398  4 Sessions  S
6/1-6/22  9:30 a.m.-12:40 p.m.

How to Publish Your Book

Whether you’ve got the first spark of an idea or a finished manuscript, in this workshop you’ll gain the tools you need to publish your book. Discover how to groom your book to fit an established market. Learn how to find the right publisher. Write an attention-grabbing query letter, outline or synopsis, and manage the submission process. Find out what to expect, and what to look out for, when it’s contract-signing time. Learn how to promote yourself once your book is out. Whether you write fiction or nonfiction, if your goal is to get published, this workshop is for you.

Course: WRT163  3 Hours
$41 + $25 fee = $66; NMR add $50
Gaithersburg Business Training Center
CRN#: 45397  1 Session  M
6/3  6-9 p.m.

Inspire Yourself and Others by Publishing Your Writing in Multiple Formats

Learn different methods of writing inspirational prose and poetry, while also learning ways to self-publish and repurpose your content into different formats, such as paperback, digital, cards, apps, and calendars to create multiple streams of income. Students will also learn about the psychological benefits of inspirational writing, for themselves and others. TWA.

Course: WRT197  6 Hours
$75 + $50 fee = $125; NMR add $120
Rockville Campus
CRN#: 15098  2 Sessions  T,R
7/16-7/18  6:30-9:30 p.m.

Overcoming Writer’s Block and Developing a Mindmap

Do you have difficulty getting started on a piece of writing? Explore methods for overcoming writer’s block and procrastination, and focus 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. TWA.

Course: WRT126  5 Hours
$44 + $27 fee = $71; NMR add $50
Rockville Campus
CRN#: 15096  2 Sessions  S
6/29-7/6  9:30 a.m.-12:10 p.m.

The 5 Essential Skills to Find or Create Your Own Opportunities

Have you ever wanted to create your own opportunities in life whether it be income, or a career change? Then this is the course for you! This course is designed to help you develop and apply the five basic skills needed to apply change for new opportunities. You will learn to individually analyze and focus on each skill, learn how each skill is essential, and how to apply each skill to create new opportunities for yourself and how to assess your strengths in each individual skill. TWA.

Course: WRT196  6 Hours
$76 + $35 fee = $111; NMR add $120
Rockville Campus
CRN#: 15097  2 Sessions  M,W
8/5-8/7  6:30-9:30 p.m.

Summer Youth Programs at MC

Exciting courses for Grades K-12!

Montgomery College Youth Programs provides high quality summer courses with cutting edge, integrated skills. Enjoy yourself while preparing for the future! We offer a variety of fun, educational, and engaging learning activities in a safe and stimulating environment.


To see our full list of exciting classes or for more information, please visit our website at www.montgomerycollege.edu/youth or call Youth Programs at 240-567-7264 or 240-567-7917. Asistencia en Español Disponible.
Do you want to be a U.S. citizen?

**Citizenship Preparation Program**

- Are you a legal, permanent resident?
- Do you need help preparing for your citizenship test and interview?

*Come to an information session and discover how Montgomery College may be able to help you... FOR FREE!*

**Information/Registration Sessions:**

If interested, you must attend one of the following sessions:

<table>
<thead>
<tr>
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<th>Time</th>
<th>Date</th>
<th>Time</th>
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<td>6 p.m.</td>
<td>6/4/19</td>
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<td>9 a.m.</td>
<td>7/20/19</td>
<td>9 a.m.</td>
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Information/Registration Sessions will be held at:

Montgomery College,  
Westfield South Office Building, Suite 306  
11002 Veirs Mill Road, Wheaton, MD 20902  
For more information call 240-567-8169,  
e-mail nancy.newton@montgomerycollege.edu,  
or visit our website at  
http://www.montgomerycollege.edu/wdce/aelg/citizenship.html

**PLEASE, NO CHILDREN!**

**TESOL Training Institute**

**Make a difference...**

**Learn to teach English to immigrants**

The TESOL Training Institute at Montgomery College WD&CE provides high-quality, innovative education that enables individuals to become highly competent instructors of adult English for Speakers of Other Languages (ESOL) classes.

Join us in a supportive and challenging environment that contributes to the best teacher training in the region.

*If interested, you must attend an information session.*

For more information and a class schedule, call 240-567-8169,  
e-mail nancy.newton@montgomerycollege.edu,  
or visit our website at  
www.montgomerycollege.edu/wdce/aelg/tesol.html

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**ADDITIONAL AELG COURSES**

*The Adult ESOL Program provides basic English language and life skills instruction to county residents whose native language is not English.*

**ESOL for Building Trades Jobs**

Learn the English and basic skills you need to work in entry-level building trades jobs.

- Are you looking for a new job or a better job in carpentry, heating/air conditioning, or electricity?
- Do you want to work in the sales and service industry?
- Would you like to improve your English-speaking skills?

If interested you must attend one of the ESOL for Building Trades Jobs Orientations:

8/3/19 at 8:30 a.m.  
8/10/19 at 8:30 a.m.  
Rockville Campus  
SB 201

**ESOL for Customer Service Jobs**

Improve English-speaking skills and learn basic skills needed to enter the retail and customer service industry.

- Do you want to work in the sales and service industry?
- Do you live in Montgomery County?
- Would you like to improve your English-speaking skills?

If interested you must attend one of the ESOL for Customer Service Orientations:

4/10/19 at 6:00 p.m.  
4/15/19 at 6:00 p.m.  
6/24/19 at 6:00 p.m.  
6/25/19 at 6:00 p.m.  
Westfield South Office Bldg., Suite 306

**ESOL for Healthcare Jobs**

Learn the English and basic skills you need to work in entry-level healthcare jobs.

- Are you looking for a new job or a better job in healthcare?
- Would you like to learn medical vocabulary?

If interested you must attend one of the ESOL for Healthcare Jobs Orientations:

4/10/19 at 6:00 p.m.  
4/15/19 at 6:00 p.m.  
6/24/19 at 6:00 p.m.  
6/25/19 at 6:00 p.m.  
Westfield South Office Bldg., Suite 306

**ESOL for Bridge to IT Jobs**

Learn English, study and workplace readiness skills for careers in technology

- Do you want to learn more about jobs and careers in the information technology field?
- Do you like computers and want to improve your computer skills?

If interested you must attend one of the ESOL for Bridge to Information Technology Jobs Orientations:

4/10/19 at 6:00 p.m.  
4/15/19 at 6:00 p.m.  
6/17/19 at 6:00 p.m.  
6/19/19 at 6:00 p.m.  
Takoma Park Campus  
Cafritz Room 241

For additional information, e-mail ESOL@montgomerycollege.edu  
or visit our website at http://cms.montgomerycollege.edu/wdce/aelg/
### Adult English for Speakers of Other Languages Classes (ESOL)

The Adult ESOL Program has six levels, and provides basic English language and life skills instruction to county residents, whose native language is not English. This program is unable to provide services to F1 and J1 visa holders. Please see the FAQ section of our website for more details.

#### Registration Guidelines:

1. You must live in Maryland to register for classes.
2. Students must be 18 years of age or older at the time of registration.
3. Students 18 years of age must provide official documentation of school withdrawal.
4. All new students must register in person.
5. You may register at one of the centers listed below.
6. Do not bring children to registration, testing, or class.
7. If there is no room in the class for you, we will put your name on a waiting list for another class.
8. Students in Advanced ESOL level classes must pay tuition.

#### Website: http://cms.montgomerycollege.edu/wdce/aelg/
Call (240) 567-8950
Press 2 for ESOL information and then:
- for information in English, press 1
- for information in Spanish, press 2
- for information in French, press 3
- for information in Amharic, press 4
- for information in Korean, press 5

#### Early Morning Classes

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<th>Registration</th>
<th>Class Days and Times</th>
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</thead>
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<td>Westfield South*</td>
<td>May 1 &amp; June 20</td>
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<td>(Use front entrance, across from the parking garage)</td>
<td></td>
<td>7:00 a.m.–9 a.m.</td>
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#### Day Classes

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<th>Class Days and Times</th>
</tr>
</thead>
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<td>Westfield South*</td>
<td>May 1 &amp; June 20</td>
<td>9 a.m. Monday–Friday</td>
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<tr>
<td>(Use front entrance, across from the parking garage)</td>
<td></td>
<td>9:05 a.m.–11:05 a.m.</td>
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<td></td>
<td></td>
<td>11 a.m. Monday–Friday</td>
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<td>11:10 a.m.–1:10 p.m.</td>
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#### Evening Classes

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<th>Registration</th>
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<td>April 23 &amp; June 17</td>
<td>6:30 p.m. Monday-Thursday</td>
</tr>
<tr>
<td>Westfield South*</td>
<td>April 24 &amp; June 17</td>
<td>6:30 p.m. Monday-Thursday</td>
</tr>
<tr>
<td>(Use front entrance, across from the parking garage)</td>
<td></td>
<td>6:30 p.m.-9:30 p.m.</td>
</tr>
<tr>
<td>John F. Kennedy HS</td>
<td>April 24 &amp; June 17</td>
<td>6:30 p.m. Monday-Thursday</td>
</tr>
<tr>
<td>Montgomery Blair HS</td>
<td>April 24</td>
<td>6:30 p.m. Monday-Thursday</td>
</tr>
<tr>
<td>Richard Montgomery HS</td>
<td>April 24</td>
<td>6:30 p.m. Monday-Thursday</td>
</tr>
<tr>
<td>Seneca Valley HS</td>
<td>June 17</td>
<td>6:30 p.m. Monday-Thursday</td>
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</table>

#### Saturday Classes

<table>
<thead>
<tr>
<th>School</th>
<th>Registration</th>
<th>Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gaithersburg High School</td>
<td>July 13</td>
<td>8:30 a.m. Saturday</td>
</tr>
<tr>
<td>John F. Kennedy HS</td>
<td>July 13</td>
<td>8:30 a.m. Saturday</td>
</tr>
<tr>
<td>Montgomery College Takoma Park Campus Cafritz Building (CF) room 234</td>
<td>July 13</td>
<td>8:30 a.m. Saturday</td>
</tr>
</tbody>
</table>

We offer college and career services, U.S. citizenship classes, and ESOL vocational courses in healthcare, building trades, and customer service. For more information visit our website at www.montgomerycollege.edu/wdce/aelg or call 240-567-8950.

Are you a documented refugee or political asylee? If yes, call the Montgomery College Refugee Center at 240-567-1404 for English classes and help.

* Westfield South: Disability access for this leased site is on the same side as the WorkSource Montgomery entrance. For more information regarding disability access at this site, please call 240-567-8841

Disability Services: For disability related accommodations, please contact the Montgomery College Disability Support Services Office at 240-567-4118 at least six weeks before registration.

Montgomery College is an academic institution that is committed to equal opportunity and fostering diversity among its student body, faculty, and staff. This program is funded by the MD Dept. of Labor, Licensing, and Regulation, the U.S. Dept. of Education and the Montgomery County Government.
### Registration Guidelines:

Website: [http://cms.montgomerycollege.edu/wdce/aelg/](http://cms.montgomerycollege.edu/wdce/aelg/)

Call (240) 567-8950, Press 1 for GED® Test Preparation Class Information.

**The Adult ESOL & Literacy Grant Program is unable to provide services to F1 and J1 visa holders. Please see the FAQ section of our website for more details.**

1. You must live in Maryland to register for classes.
2. Students **must** be 18 years of age or older at the time of registration.
3. Students 18 years of age **must** provide official documentation of school withdrawal.
4. All new students **must** register in person, and bring a picture ID.
5. Do not bring children to registration, testing, or class.
6. Choose a location offering class at a time you can attend.
7. Go there in person to register and get tested.
8. If there is no room in the class for you, we will put your name on a waiting list for another class.
9. Students in GED® test preparation level classes **must** pay tuition.
10. All students purchase their own textbooks.

**Community Information Session:** Come and get information about the GED® test preparation program. You will learn about classes and the GED® test, how long it takes to prepare, and what you need to do to register for classes or the GED® test. You do not need to register for this event. The meeting includes time for questions and answers. **We strongly recommend that you go to a session.** Attending does **not** mean you are registered for classes. Please note, no childcare is provided for the meeting.

**Community Information Sessions will be at:**

<table>
<thead>
<tr>
<th>Locations</th>
<th>Dates</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Montgomery College Germantown Campus HS Building–Room 238</td>
<td>June 4</td>
<td>7:00 p.m.</td>
</tr>
<tr>
<td>Westfield South*—2nd floor; Room 210A</td>
<td>April 3 or June 10</td>
<td>7:00 p.m.</td>
</tr>
</tbody>
</table>

**Registration for Classes:** To register for classes you must register in person at one of the centers below. You will be given math and English placement tests to determine your class level. There are three class levels—Adult Basic Education, Pre GED® Test Preparation, and GED® Test Preparation.

**Day Classes**

<table>
<thead>
<tr>
<th>School</th>
<th>Registration</th>
<th>Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Montgomery College Rockville Campus GU Building–Room 120</td>
<td>May 2 &amp; June 28</td>
<td>Monday–Friday 9:05 a.m.–1:10 p.m.</td>
</tr>
<tr>
<td>Westfield South* (Use front entrance, across from the parking garage)</td>
<td>May 3 &amp; July 1</td>
<td>Monday–Friday 9:05 a.m.–1:10 p.m.</td>
</tr>
</tbody>
</table>

**Evening Classes**

| Montgomery College Germantown Campus HS Building–Room 169 | March 27 & June 11 | Monday–Thursday 6:30 p.m.–9:30 p.m. |
| Thomas Edison High School of Technology | March 25 | Monday–Thursday 6:30 p.m.–9:30 p.m. |
| Sligo Middle School | April 10 & June 24 | Monday–Thursday 6:30 p.m.–9:30 p.m. |

**Maryland i-pathways (teacher supported in class and online learning program)**

| Westfield South* Room 306D (Use front entrance, across from the parking garage) | May 11 & June 29 | Friday 9:00 a.m.–1:00 p.m. |

**Official GED Practice Test™**

For information about the Maryland state administration of the GED® test call 410-767-0936 or visit the website at [http://www.dllr.maryland.gov/gedmd/](http://www.dllr.maryland.gov/gedmd/)

GED® is a registered trademark of the American Council on Education (ACE) and administered exclusively by GED Testing Service LLC under license. This information is not endorsed or approved by ACE or GED Testing Service.

**Class Locations:**

<table>
<thead>
<tr>
<th>A. Mario Loiederman Middle School 12701 Goodhill Road</th>
<th>Montgomery Blair High School 51 University Blvd., East</th>
<th>Montgomery Village Middle School 19300 Watkins Mill Road</th>
</tr>
</thead>
<tbody>
<tr>
<td>Silver Spring, MD 20906</td>
<td>Silver Spring, MD 20901</td>
<td>Montgomery Village, MD 20886</td>
</tr>
<tr>
<td>Bohrer Parent Center at Gaithersburg Elementary School 20200 Observation Drive</td>
<td>Montgomery College Germantown Campus Germantown, MD 20876</td>
<td>Richard Montgomery High School 250 Richard Montgomery Drive</td>
</tr>
<tr>
<td>Gaithersburg, MD 20877</td>
<td>Germantown, MD 20878</td>
<td>Rockville, MD 20852</td>
</tr>
<tr>
<td>Gaithersburg High School 101 Education Blvd. 51 Mannakee Street Rockville, MD 20850</td>
<td>Montgomery College Rockville Campus Germantown, MD 20877</td>
<td>Seneca Valley High School 19401 Crystal Rock Dr.</td>
</tr>
<tr>
<td>Gaithersburg, MD 20877</td>
<td>Gudelsky Bldg., Corner of N. Campus Dr. &amp; Route 355 Germantown, MD 20874</td>
<td>White Oak Middle School 12201 New Hampshire Ave.</td>
</tr>
<tr>
<td>John F. Kennedy High School 1901 Randolph Road 900 King Street</td>
<td>Montgomery College Takoma Park Campus Takoma Park, MD 20910</td>
<td>Sligo Middle School 1401 Denis Ave.</td>
</tr>
<tr>
<td>Silver Spring, MD 20902</td>
<td>Takoma Park, MD 20910</td>
<td>Silver Spring, MD 20902</td>
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</tbody>
</table>

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Disability Services: For disability related accommodations, please contact the Montgomery College Disability Support Services Office at 240-567-4118 at least six weeks before registration.

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Online certificates and courses in: Business • Business Communication

Career Skills • Health • Human Resources • Leadership Management

New Media Marketing • Social Media for Business • Courses for Parents

Training and Education • Training for K12 Teachers

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

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Montgomery College SAFETY TRAINING

April 1–5  POSH  July 8–12  Summer Dinner Theater Internship
April 15  OSHA 7115 Lockout/Tagout  July 8–12  Summer Dinner Theater
May 20  OSHA 7300 Understanding OSHA’s Permit—Required Confined Space Standard  July 8–12  Summer Dinner Theater
June 3–7  Safety Management Techniques  July 8–12  Summer Dinner Theater

To Register for Montgomery College Safety Training Classes: https://chesapeakecsc.org

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New Media Marketing • Social Media for Business • Courses for Parents

Training and Education • Training for K12 Teachers

For more information, please visit:
http://cms.montgomerycollege.edu/wdce/nonlinekcourses.html
**Co-listed Classes**

Classes marked with this symbol  are co-listed. They are offered so that students may register either for credit or continuing education (noncredit) status. Co-listing gives students an option to choose the best path for their educational needs. Each section includes both credit and noncredit students. For students seeking credit classes, please consult the credit course schedule. The expectations for attendance, participation, and effort are the same for all students. Instructors will announce policies concerning class activities.

If you have registered as a noncredit student in a co-listed course and you wish to change from noncredit to credit status, you will have one day after the class has begun to do so. After that, you are committed to your path as a noncredit student for the remainder of the course. If the course has a required assessment level to be a credit student, you must first complete the assessment testing and meet the appropriate assessment level before you can change to credit status. Dates for co-listed classes may reflect the actual credit term dates. Please check the day on your calendar for the actual start date of your class.

**Services for Students with Disabilities**

Montgomery College complies with the provisions of Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2009. The college provides accommodations, access to facilities, programs, activities and services for qualified students with documented disabilities. Accommodations are determined on a case by case analysis based on information provided by a qualified professional.

If you need support services due to a disability, please contact Natalie Martinez, WD&CE Disability Support Services Counselor, to schedule an appointment, phone 240-567-4118, e-mail natalie.martinez@montgomerycollege.edu, Fax: 240-567-5163 at least six weeks prior to the start of the classes to ensure timely services. If necessary and appropriate, students may register for courses or activities prior to or while going through the support services process but are expected to comply with required deadlines to ensure that appropriate accommodations can be secured.

Any student who may need assistance in the event of an emergency evacuation must identify to Disability Support Services; guidelines for emergency evacuations are at: www.montgomerycollege.edu/dss/evacprocedures.htm

Under provisions of the Americans with Disabilities Act, this material is available in alternative formats by contacting the Disability Support Services Office at 240-567-4118.

A Sorensen Video Relay Service with a large Monitor is available in the Rockville, Takoma Park/Silver Spring and Germantown Campus libraries.

**Students Under 16**

Students must be 16 or older, or have permission of the program area by the start date of class, in order to participate. Call 240-567-5188 for more information.

**Parking Regulations**

Each person associated with the College who parks a vehicle on any Campus of the College or any property owned, leased, maintained, or operated by the College must register the vehicle regardless of its ownership. Students, faculty, staff and visitors must abide by college traffic regulations. The College reserves the right to issue a citation or tow, at the owner’s risk and expense, any unregistered vehicle parked in violation.

**Instructions for Parking Permits:**

Students parking a vehicle on any Campus of the College (Rockville, Germantown and Takoma Park/Silver Spring) while attending a program will receive a temporary (15 day) parking permit with their class confirmation materials. If you register via the web, your printed confirmation or registration history will serve as a parking permit until you can print out the WD&CE Student Temporary Parking Permit. The parking permit is free to students but you must register your vehicle.

All Students registered for WD&CE classes spanning greater than 15 days from start to end date MUST obtain a parking permit following steps 1 to 4 below.

1. In order to obtain the permit, students need to log into MyMC the day after they register for the class.
2. Click on the “Order MY Parking Permit/Pay Parking fines” link on the “MyMC Quick Links” tab.
3. Put in the start date and the end date of your class(es).
4. Print the permit.

Be sure to click the print link on the confirmation page as the permit will not be mailed.

Information about vehicle registration and parking, and how to pay or appeal a citation is available at www.montgomerycollege.edu/parking. The Montgomery College Motor Vehicle Regulations are available at www.montgomerycollege.edu/verified.

Montgomery College Motor Vehicle Regulations:

**Inclement Weather**

Inclement weather conditions: go to www.montgomerycollege.edu or call 240-567-5000. If the College is closed, there are no classes. For classes meeting in a Montgomery County Public Schools facility, go to www.montgomeryschoolsmd.org. If MCPS is closed, or even activities are cancelled, there are no classes. Students attending classes at local hospitals, will have class unless notified by their instructor.

**Textbooks and Materials**

Textbooks/course materials: Purchase textbooks and/or course materials at the Campus where your class will be held. For classes held at the Gaithersburg Business Training Center, Distance Education and Learning Technologies (DELT), and off-Campus MCPS locations, please use the Rockville Campus MC Books & More; for classes at Westfield South use the Takoma Park/Silver Spring Campus MC Books & More. You do not need to go to a Campus store to make your purchase. You may purchase your textbooks/course materials online to have your purchases mailed to you. To order online or to find out more details about purchases, buybacks, returns, contact information, ebooks, rentals, and more, visit the College’s MC Books & More website at www.montgomerycollege.edu/bookstore or call the main number 240-567-5302. MC Books & More and the Cafritz Art Store & More are the Official Montgomery College Bookstores.

For information specific to WD&CE, please visit our reference page at http://www.bkstr.com/montgomerycollegestore/home/

A USB flash drive/memory stick (at least 512 MB) is required for ITI classes unless otherwise specified. Please bring to first class.

**Need help looking for a career?**

**Career Coach can help!**

Career Coach is an online search tool that will help you find a good career by providing the most current data on wages, employment, job postings, and associated education and training for our region.

For more information, go to cms.montgomerycollege.edu.
Course: CMP628 18 Hours

Course Description
Learn correct keyboarding techniques and improve your typing speed. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course Location
Rockville Campus (MC)
51 Mannakee Street
Rockville, MD 20850

Rockville Campus (MC)
Mannakee Building
900 Hungerford Dr.
Rockville, MD 20850

Silver Spring Library
900 Wayne Avenue
Silver Spring, MD 20910

Takoma Park Community Ctr.
7500 Maple Ave.
Takoma Park, MD 20912

Takoma Park/Silver Spring Campus (MC)
7600 Takoma Avenue
Takoma Park, MD 20912

Westfield South* (MC)
11002 Veirs Mill Road
Suite 306
Wheaton, MD 20902

Wheaton Library
11701 Georgia Avenue
Wheaton, MD 20902

* Disability access for this site is on the same side as the movie theatre entrance. For more information call 240-567-8841.

Building Abbreviations

BE—Bioscience Education Center
CC—Campus Center
CF—Cafritz Arts Center
CH—Child Care Center
CM—The Commons
CS—Computer Science Building
CU—Communication Arts Center
FH—Falcn Hall
GU—Gudelsky Institute for Technical Education
HC—Health Sciences Center
HS—Humanities and Social Sciences
HT—High Technology and Science Center
HU—Humanities
MK—Mannakee
MP—Mathematics Pavilion
MU—Music
P1—Pavilion One
P2—Pavilion Two
P3—Pavilion Three
PE—Physical Education
PG—Physical Education
PK—Paul Peck Academic and Innovation
RC—Resource Center
SA—Sciences and Applied Studies
SB—South Campus Instructional Building
SE—Science East
SN—Science North
SW—Science West
TC—Technical Center
TT—Interim Technical Training Center

Day Designation
M—Monday
T—Tuesday
W—Wednesday
R—Thursday
F—Friday
S—Saturday
U—Sunday

WDCE’s online schedule located at http://aceitoc.montgomerycollege.edu/course/CourseSearch.aspx is updated nightly. In the case of conflicts between the printed catalog or other versions of the catalog, the material on the online page shall control.

For Montgomery County Public School locations, go to www.montgomerycollege.edu/wdce/mcps/locations.html.

Key to Codes
- Colisted
- Tuition Installment Plan
- VA-Approved
- TWA Tuition Waiver Applies
- NMR Non-Md. resident

Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records. Room numbers can also be found online.

Facebook
REGISTRATION OPTIONS

Regardless of which registration option you select, registrants will be enrolled in the order that registration and payments are received (to avoid disappointment, register early); payment is required at the time of registration. All students must register prior to attending the first class.

PAYMENTS

Payment MUST be made IN FULL at the time of registration to avoid being deleted from the course. Complete information is required to process all registrations and payments.

Further instructions for WEB, FAX, or MAIL-IN payments can be found at: cms.montgomerycollege.edu/wdce/registrations.html

Registration will not be processed without appropriate payment.

Option 1: In-Person Registration
A completed form with payment may be submitted in person at any of these Montgomery College Campus registration areas:

Gaithersburg Business Training Center
Room 400
8:30 a.m.–9 p.m. (M–R) • 8:30 a.m.–5 p.m. (F)
8:30 a.m.–4 p.m. (S)

Germantown Campus
Humanities and Social Sciences Building
Room 241 and/ or 243
8:30 a.m.–4 p.m. (M–F)

Rockville Campus
220 Campus Center
8 a.m.–7 p.m. (M–R) • 8 a.m.–5 p.m. (F)
8:30 a.m.–12 p.m. (S)

Takoma Park/Silver Spring Campus
230 CF, Customer Service
8:30 a.m.–5 p.m. (M–F)

Westfield South, Room 306 ***
8:30 a.m.–9 p.m. (M–R) • 8:30 a.m.–4:30 p.m. (F)
8:30 a.m.–4 p.m. (S)

Registrations are also accepted at all three Campus Admissions Offices.

Cash payments can only be made at the Cashier’s Offices at the Germantown, Rockville, or Takoma Park/Silver Spring Campuses and will be accepted between 8:30 a.m.–1 p.m. and 2–4:30 p.m., M–F.

*** Disability access for this leased site is on the same side as the movie theatre entrance.
For more information regarding disability access at this site, or if any individuals are facing accessibility issues anywhere in the Westfield South Center, please call 240-567-8841.

Option 2: Online (Web) Registration
A. Go to montgomerycollege.edu/wdce
B. Click on “How to Register” in the left navigation bar.
C. Click on “Register by Web.”
D. Follow the appropriate directions depending on if you are a new student or a returning student.

Option 3: Mail Registration
A. Send completed form with payment for total due to Montgomery College, WD&CE, 51 Mannakee St., Rockville, MD 20850.
B. APPE students MUST register at Customer Service locations in Rockville, Wheaton, Gaithersburg, Takoma Park, or Germantown.

Option 4: Fax Registration
A. Fax completed form with payment information to WD&CE at 240-567-7860.
B. APPE students MUST register at Customer Service locations in Rockville, Wheaton, Gaithersburg, Takoma Park, or Germantown.

REFUND POLICY

Refunds are paid at 100% for courses cancelled, dropped online, or in person (using a Drop Form), prior to the start date of the class. Refunds are also paid at 100% if class is dropped prior to the Refund Date printed on your registration confirmation. DO NOT drop classes online on or after the day the class begins; you will not receive a refund. APPE students must call 240-567-7262 for refund/withdrawal instructions. Refunds for open enrollment classes will go to the registered student of record. For the Drop Form and more information, visit www.montgomerycollege.edu/wdce/register/refundpolicy.html.

TRANSFER POLICY

To transfer from one CRN to another CRN of the same course, a letter must be received in the Admissions, Records, and Registration Office, Montgomery College, 51 Mannakee Street, Rockville, MD 20850 before the beginning date of both CRNs of the course. If you have enrolled in a co-listed course you will have only one day of both CRNs of the course. If you have enrolled in separately. A nonrefundable fee is required to participate in TIP. Students must register online during the TIP enrollment period prior to the close date indicated for each plan. Only courses with a ▲ have a tuition installment plan available. For more information go to cms.montgomerycollege.edu/wdce/registerops.html.

TUITION INSTALLMENT PLAN (TIP)

The TIP may allow students to pay registration charges in several payments; some restrictions apply. Each term is independent and must be enrolled in separately. A nonrefundable fee is required to participate in TIP. Students must register online during the TIP enrollment period prior to the close date indicated for each plan. Only courses with a ▲ have a tuition installment plan available. For more information go to cms.montgomerycollege.edu/wdce/registerops.html.

TUITION WAIVER

Only noncredit courses designated “tuition waiver applies” in each publication will be available for tuition waiver. This statement appears in each applicable course description. Only tuition is waived; required fees must be paid by the student. Documents must be received at time of registration.

Senior Tuition Waiver (TWA): Maryland residents 60 years or older by the start date of the class may have tuition waived.

Disability Tuition Waiver: Please go to montgomerycollege.edu/wdce/register/disabilitywaiver.html for information.

National Guard Tuition Waiver: If you are currently a member of the Maryland National Guard and are enlisted for at least a 24-month period, you are eligible for a 50 percent tuition waiver. You must submit proof of such from the adjutant general’s office.

VA-Approved Course: Courses indicated with this ♥ symbol are approved for VA educational benefits under Title 38, U.S.C., Section 3676. (Post 9/11 GI Bill). For more information, visit http://cms.montgomerycollege.edu/wdce/register/vabenefits.html.

REGISTRATION OPTIONS AND INFORMATION

The following are general guidelines taken from the College policy on residency for tuition purposes. A complete copy of the policy is available in the Montgomery College Catalog.

A. Students attending Montgomery College will pay tuition according to their residency classification.
B. To qualify, for tuition purposes, as a resident of the state of Maryland, legal domicile must have been maintained for a period of not less than three months prior to the first regularly scheduled class for the semester; unless you are a member of the Military covered under HB935.
C. The domicile of a person registering in a noncredit course at Montgomery College shall be considered as a person’s permanent place of abode, where physical presence and possessions are maintained, and where he/she intends to remain indefinitely.

Questions?
Call 240-567-5188.

<table>
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<th>Payment Options</th>
<th>Credit or Debit Card</th>
<th>Check</th>
<th>Money Order</th>
<th>Cash (See note above)**</th>
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<tbody>
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<td>Yes</td>
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<td>Option 2: Online</td>
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</tr>
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<td>Option 3: Mail</td>
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<td>No</td>
</tr>
<tr>
<td>Option 4: Fax</td>
<td>Yes</td>
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<td>No</td>
</tr>
</tbody>
</table>

**Note:** Payment MUST be made IN FULL at the time of registration to avoid being deleted from the course. Complete information is required to process all registrations and payments.
REGISTRATION FORM
Workforce Development & Continuing Education

Please Print Clearly

All information is required. Incomplete forms will be returned to the student unprocessed. For registration assistance call 240-567-5188. FAX completed registration form with credit card information to 240-567-1877 or 240-567-5615 or 240-567-7937. Mail completed registration form with payment to WD&CE Registration, 51 Mannakee Street, CC 220, Rockville, MD 20850.

College ID Number: M 2

Birthdate: Month Day Year

Sex: Female Male

Last Name: First Name Middle Initial

Address: House # and Street Name (Do NOT use P.O. Box or you will be charged Non-Md. resident fee.) Apt. #

City: State Zip -

Home Phone: Work Phone:

Cell: E-Mail

Have you attended MC before? Yes No

If you have ever taken a credit class at MC and the last class (credit or non-credit) you took at MC was more than 4 years ago, you must also complete and submit a Student Reactivation form found at: http://www.montgomerycollege.edu/studentforms.

How did you hear about us? Received brochure in mail Website Social media Advertisement On Campus Other

Military: If the military is paying for your course(s), you must submit the last 4 digits of your SSN.

STUDENTS WITH DISABILITIES: If you need support services due to a disability, call Workforce Development & Continuing Education at 240-567-4118 at least three weeks before class begins.

ETHNICITY: Choose one. Disclosure not mandatory by Montgomery College, but is required by the U.S. Department of Education.) Not Hispanic or Latino Hispanic or Latino

RACE: Choose all that apply; you may choose more than one. Disclosure not mandatory by Montgomery College, but is required by the U.S. Department of Education.) American Indian or Alaskan Native Asian Black or African American Native Hawaiian and other Pacific Islander White

U.S. Citizen Permanent Resident (Circle one: Green Card / Working Card) Other Immigration Status (Used for tuition-setting purposes only)

CHECK ALL THAT APPLY:

I have been a Maryland resident [as defined in the Montgomery College Catalog] for at least three months.

I am 60 years of age or older. (Applicable to designated tuition waiver courses for Maryland residents only.)

I am a Maryland National Guard member enlisted for at least a 24 month period and submitting proof of such from the adjutant general’s office.

CRN # Course # Course Title Start Date Tuition Course Fee Non-Md. Fee Course Total

Refunds will go to the registered student of record.

Total Due $

I certify that the information on this registration is correct and complete. I am aware of and will adhere to College policies as published in the Student Handbook.

I understand that non-attendance and/or failure to file all registration changes in writing with the Admissions and Records Office does not relieve me of responsibility for tuition and fee charges incurred. I agree to abide by the policies and procedures of the College, including without limitation, the Student Code of Conduct and any payment liabilities. I hold the College harmless for any errors I have made that may affect a request for a subsequent refund or academic appeal.

Student Signature Required Date

Please indicate payment by: Check (payable to Montgomery College) Credit card: MasterCard VISA Discover

Credit Card Information: Expiration date on card 3 or 4 digit Security code on your card

Montgomery College is an Equal Opportunity Affirmative Action Title IX institution.
What Is Workforce Development & Continuing Education (WD&CE)?

The Workforce Development & Continuing Education (WD&CE) programs at Montgomery College provide a wide range of noncredit and credit educational offerings and services designed to meet the needs of county residents and businesses. Individuals in career transitions, those reentering the workforce, and those maintaining current technical skills, as well as those seeking lifelong education enrichment experiences, are among the 25,000 students each year. High-quality noncredit courses are available in numerous program areas including information technology, small business and management, technical training, certification and licensure preparation, financial planning, real estate, early childhood education, health sciences, professional development, writing, English as a Second Language, human resources, supervision, and more. Special programs are available for older adults, adults with developmental disabilities, and Spanish speakers. Course offerings change continuously to reflect the ever-changing needs of the businesses and communities we serve. As you peruse the programs and services in this publication, we’re sure you’ll find a wide variety of offerings suited to you.

In addition to classes for individuals, we contract with many businesses and government agencies to provide customized training for their employees. These classes are held at places of employment or can be offered at WD&CE sites throughout the county.

About Our Students

When you enroll in one of our Workforce Development & Continuing Education courses, you will be joining more than 25,000 people who have attended our programs during the past year. These people come from diverse backgrounds but have one thing in common: the desire to learn new things. Although the median age of our students is 40, many of our students are young or older adults. Students come from all corners of the community, regardless of age and educational experience.

About Our Faculty

Our faculty are carefully screened professionals with expertise in their fields. Some are drawn from the College’s credit faculty. Instructors are hand-picked for their teaching skills, professional knowledge, and talent, ensuring our reputation as a provider of high-quality courses.

Where to Find Us

Classes are held on the Germantown, Rockville, or Takoma Park/Silver Spring Campuses at Montgomery College and two satellite Campuses—Westfield South in Wheaton and the Gaithersburg Business Training Center in Olde Towne Gaithersburg. Additional off-Campus locations have been selected for convenience, amenities, and suitability for instruction. Classes meet at more than 40 locations countywide, including on site at places of employment.

Open to All

Montgomery College is committed to equal employment opportunity that assures access, equity, and diversity. Further, the College is committed to providing an environment in which all persons are provided the opportunity for employment, participation in academic programs, and/or other college activities free from discrimination, any form of harassment as prohibited by federal regulations and state law, and sexual assault.

National Recognition

Montgomery College Workforce Development & Continuing Education is certified by the Learning Resources Network (LERN), an international association in lifelong learning. LERN has rated our Workforce Development & Continuing Education unit as one of the leading providers of continuing education programs in North America.

Advanced Placement Summer Institute

Save the date!
June 25–28, 2019

The APSI offers 30 hours of subject-specific professional development that equips new and experienced teachers with content and resources to enhance their teaching of AP courses. The APSI provides a unique opportunity for teachers to exchange ideas and information with peers.

All 2019 classes meet Tuesday June 25–Friday, June 28 from 8:30 a.m.–5 p.m.

Most classes are held on the Germantown Campus and Rockville Campus.

AP Biology • AP Calculus AB • AP Computer Science Principles
AP English Literature and Composition • AP Music Theory
AP Spanish Language and Culture • AP Statistics • AP Studio Art
AP US Government and Politics • AP US History • AP World History

For more information, visit us online at http://cms.montgomerycollege.edu/wdce/apinstitute.html or contact us at APSI@montgomerycollege.edu.

Open to All

Montgomery College is committed to equal employment opportunity that assures access, equity, and diversity. Further, the College is committed to providing an environment in which all persons are provided the opportunity for employment, participation in academic programs, and/or other college activities free from discrimination, any form of harassment as prohibited by federal regulations and state law, and sexual assault.

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For more information, visit https://montgomery.edu.ednet.com/
Save the date

Come Join Us—
Nonprofit Leadership Bootcamp
Application cycle is open for the fall 2019 Nonprofit Leadership Boot Camp.

AUDITIONS THIS SPRING FOR SUMMER DINNER THEATRE!
Ever dreamed of acting?
Looking for another show to add to your résumé?
Come to our auditions for Spamalot and Sweet Charity.
Auditions begin May 3.
See page 47 for details.

2019 AP Summer Institute
June 25–28
Over 200 Fun-Filled Classes for Grades K–12!
Programs to be announced soon.

Summer Youth Programs

51 Mannakee Street
Rockville, MD 20850-1195

Summer 2019