Workforce Development & Continuing Education

Registration Opens July 22

SCHEDULE OF NONCREDIT CLASSES
FALL 2019

Affordable, practical, and convenient classes at locations throughout Montgomery County, Maryland
Montgomery College provides many courses that prepare individuals to sit for industry credential examinations. Further details may be found on the individual program websites.

**BUSINESS AND PROFESSIONAL**
- Certified Associate in Project Management (CAPM)
- Certified Public Accountant (CPA)*
- Cosmetologist/Manicurist
- Food Service Management (ServSafe®)
- Income Tax Preparer
- Interior Design Preprofessional Degree
- LEED Green Associate
- National Apartment Leasing Professional
- Project Management Professional (PMP®)
- Real Estate Appraiser
- Real Estate Salesperson
- Society for Human Resource Management (SHRM)

**INFORMATION TECHNOLOGY**
- Amazon Web Services
- Certified Salesforce Administrator
- CISCO® Certified Network Associate (CCNA)
- CompTIA® Network+ Certification
- CompTIA® Security+ Certification
- Microsoft Certified Solutions Associate (MCSA)
- Microsoft Office Specialist
- Oracle Certified Associate
- Salesforce Platform App Builder
- Tableau Qualified Associate Certification

**PUBLIC SAFETY**
- 911 Dispatch Academy—New
- Advanced Safety Certificate program
- Firefighter*
- First Responder*
- OSHA 500 Trainer course Occupational Safety and Health for the Construction Industry
- OSHA 510 Occupational Safety and Health for the Construction Industry
- OSHA 511 Occupational Safety and Health Standards for General Industry
- OSHA 7300 Understand OSHA's Permit-Required Confined Space Standard
- OSHA 7845 Recordkeeping Rule
- Paramedic*
- Principles of Occupational Safety and Health (POSH)

**EDUCATION**
- TESOL Training
- Child Development Associate (CDA)
- 90 Hour MSDE Certificate (in English or Spanish)
- 45 Hour Infant/Toddler Certificate (in English or Spanish)
- 45 Hour Preschool Certificate (in English or Spanish)
- ADA MSDE Required Training (in English or Spanish)
- MSDE Required Health & Safety (in English or Spanish)
- 45 Hour Child Care Administration Certificate (in English or Spanish)
- Family Child Care Small Business Practices (90 Hours) (in English or Spanish)

**HEALTH CARE**
- Basic Cardiac Life Support for Healthcare Providers
- Basic First Aid
- Certified Medical Assistant (CMA)
- Certified Nursing Assistant/Geriatric Nursing Assistant (CNA/GNA)
- CPR, AED & Basic First Aid Course
- Dysrhythmia Recognition and Response Algorithms for Healthcare Providers
- GNA Exam/Skills Prep course—New
- Healthcare Access and Registration
- Fitness Certification/Fitness Professional*
- Medical Coder*
- Medicine Aide Update
- NCLEX RN Review
- Nursing*
- Nurse Refresher Program—(online and on campus)
- Personal Trainer Certificate*
- Pharmacy Technician
- Phlebotomy Technician
- Physical Therapist*
- RN Case Manager/Delegating Nurse Training for Assisted Living
- Train the Trainer: Preparing CNAs for Success

**TECHNICAL**
- Apprenticeship (All Trades)
- Automotive Service Excellence (ASE) Certifications (9)
- Certified Energy Photovoltaic Associate
- Certified Professional Horticulturist
- Certified Tree Worker Climber Specialist
- Commercial Pesticide Applicators License—Maryland Department of Agriculture
- CompTIA® A+ Certification
- Home Improvement Contractor
- Home Inspector
- Licensed Tree Expert
- National Green Infrastructure Certificate
- Professional Turfgrass Fertilizer Applicator Certificate

**TRANSPORTATION**
- 6 Hour MVA Behind the Wheel Course
- Commercial Driver License (CDL) Learner’s Permit Prep
- Driver’s Education/Non-CDL
- Driver’s Education/Non CDL with Additional Supports
- Learner’s Permit Prep
- Motorcycle Safety

*Credit Program

MAKE YOUR MOVE
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.

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:
- Tuesday 8/20 6:30 p.m.
- Thursday 8/22 10:30 a.m.
- Saturday 8/24 10:30 a.m.
- Monday 8/26 6:30 p.m.
- Wednesday 8/28 10:30 a.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:
- Wednesday 8/21 6:30 p.m.
- Tuesday 8/27 10:30 a.m.
- Walk-in testing for morning classes:
  - Tuesday 10/22 9:30 a.m. to 3 p.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.

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.

ALL LEVELS

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#: 25690  M,T,W,R,F,S
9/4/12/13
Lab is open 11 a.m. to 7 p.m. (M,T,W,R)
Lab is open 11 a.m. to 3:30 p.m. (F,S)
Lab is closed 11/27-11/30

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. TWA

Course: ESL190
$370 + $70 fee = $440; NMR add $225

Rockville Campus
CRN#: 24908  24 Sessions  M,T,W,R
9/4/10/15
9:30-11:30 a.m.
CRN#: 24909  24 Sessions  M,W
9/9-12/2
12:30-2:30 p.m.
No class 11/27
CRN#: 24910  24 Sessions  M,W
9/9-12/2
7-9 p.m.
No class 11/27
CRN#: 24911  24 Sessions  T,R
9/10-12/3
12:30-2:30 p.m.
No class 11/28

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. TWA

Course: ESL191
$370 + $70 fee = $440; NMR add $225

Rockville Campus
CRN#: 24912  24 Sessions  M,T,W,R
9/4/10/15
9:30-11:30 a.m.
CRN#: 24913  24 Sessions  M,W
9/9-12/2
12:30-2:30 p.m.
No class 11/27
CRN#: 24914  24 Sessions  M,W
9/9-12/2
7-9 p.m.
No class 11/27
CRN#: 24915  24 Sessions  T,R
9/10-12/3
12:30-2:30 p.m.
No class 11/28
CRN#: 24916  24 Sessions  M,T,W,R
10/28-12/10
9:30-11:30 a.m.
No class 11/27, 11/28

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. TWA

Course: ESL192
$370 + $70 fee = $440; NMR add $225

Rockville Campus
CRN#: 24917  24 Sessions  M,W
9/9-12/2
12:30-2:30 p.m.
No class 11/27
CRN#: 24918  24 Sessions  M,W
9/9-12/2
7-9 p.m.
No class 11/27
CRN#: 24919  24 Sessions  M,T,W,R
10/28-12/10
9:30-11:30 a.m.
No class 11/27, 11/28
Conversation Workshop
Improve your ability to speak and understand English. Work on your pronunciation, and increase your vocabulary as you practice communicating in English about daily life and needs. TWA
Course: ESL202
$370 + $70 fee = $440; NMR add $225

Takoma Park/Silver Spring Campus
CRN#: 24920 24 Sessions M,W
9/9-12/2 12:30-2:30 p.m.
No class 11/27

Pre-Academic Courses
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
$520 + $90 fee = $610; NMR add $300

Rockville Campus
CRN#: 24768 12 Sessions T,R
9/9-10/17 12:30-2:30 p.m.
CRN#: 24767 12 Sessions T
9/10-11/26 7-9 p.m.

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: ESL166
$520 + $90 fee = $610; NMR add $300

Rockville Campus
CRN#: 24792 34 Sessions M,T,W,R,F
9/4-10/21 9:30-11:30 a.m.
CRN#: 24794 14 Sessions S
9/7-12/14 9:30 a.m.-3:30 p.m.
Last class on 12/14 meets 9:30 a.m.-12:30 p.m.
No class 11/30

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
$520 + $90 fee = $610; NMR add $300

Rockville Campus
CRN#: 24800 34 Sessions M,T,W,R,F
9/4-10/21 9:30-11:30 a.m.
CRN#: 24799 34 Sessions M,T,W,R,F
9/4-10/21 9:30-11:30 a.m.
CRN#: 24801 14 Sessions S
9/7-12/14 9:30 a.m.-3:30 p.m.
Last class on 12/14 meets 9:30 a.m.-12:30 p.m.
No class 11/30

Pre-Academic Courses
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
$520 + $90 fee = $610; NMR add $300

Rockville Campus
CRN#: 24878 34 Sessions M,T,W,R,F
9/4-10/21 9:30-11:30 a.m.
CRN#: 24873 34 Sessions M,T,W,R,F
9/4-10/21 9:30-11:30 a.m.
CRN#: 24880 14 Sessions S
9/10-12/14 9:30 a.m.-3:30 p.m.
Last class on 12/14 meets 9:30 a.m.-12:30 p.m.
No class 11/30

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.
**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 ACCUPLACER test. TWA

Course: ESL223
$520 + $90 fee = $610; NMR add $300

Rockville Campus
CRN#: 24925 34 Sessions M,T,W,R,F 9/4-10/21 9:30-11:30 a.m.
CRN#: 24924 34 Sessions M,T,W,R,F 9/4-10/21 9:30-11:30 a.m.
CRN#: 24926 27 Sessions T,R 9/10-12/12 11:45 a.m.-2:15 p.m.
Last class on 12/12 meets 11:45 a.m.-2:45 p.m. No class 11/28
CRN#: 24927 27 Sessions T,R 9/10-12/12 6:30-9 p.m.
Last class on 12/12 meets 6:30-9:30 p.m. No class 11/28
CRN#: 24929 34 Sessions M,T,W,R,F 10/24-12/13 9:30-11:30 a.m.
No class 11/27, 11/28, 11/29
CRN#: 24928 34 Sessions M,T,W,R,F 10/24-12/13 9:30-11:30 a.m.
No class 11/27, 11/28, 11/29

Takoma Park/Silver Spring Campus
CRN#: 24930 27 Sessions T,R 9/10-12/12 9:30 a.m.-12 p.m.
Last class on 12/12 meets 9:30-12:30 p.m. No class 11/28
CRN#: 24931 27 Sessions T,R 9/10-12/12 6:30-9 p.m.
Last class on 12/12 meets 6:30-9:30 p.m. No class 11/28
CRN#: 24932 34 Sessions M,T,W,R,F 10/24-12/13 9:30-11:30 a.m.
No class 11/27, 11/28, 11/29

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

Rockville Campus
CRN#: 24894 20 Sessions M,W 9/9-11/13 12:30-2:30 p.m.
CRN#: 24895 20 Sessions T,R 9/10-11/14 12:30-2:30 p.m.
CRN#: 24896 20 Sessions T,R 9/9-11/14 7-9 p.m.
CRN#: 24898 20 Sessions T,R 9/19-11/26 3:30-5:30 p.m.
CRN#: 24897 20 Sessions M,W,F 10/25-12/13 9:30-11:30 a.m.
No class 11/27, 11/29

Takoma Park/Silver Spring Campus
CRN#: 24899 20 Sessions M,W 9/9-11/13 7-9 p.m.
CRN#: 24900 20 Sessions T,R 9/10-11/14 12:30-2:30 p.m.

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

Rockville Campus
CRN#: 24935 20 Sessions M,W 9/9-11/13 7-9 p.m.
CRN#: 24936 20 Sessions T,R 9/10-11/14 12:30-2:30 p.m.

**Writing—Advanced English**
Discussing Issues in Depth
Read, analyze and discuss current cultural and social issues while building vocabulary. Learn how to express and support your opinion, to agree and disagree with opinions of others respectfully in English. TWA

Course: ESL219
$370 + $70 fee = $440; NMR add $225

Rockville Campus
CRN#: 24922 20 Sessions T,R 9/10-11/14 7-9 p.m.
CRN#: 24921 20 Sessions T,R 9/10-11/14 12:30-2:30 p.m.

**Advanced English**
Learn 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: PET011 10 Hours
$60 + $150 fee = $210; NMR add $140

Rockville Campus
CRN#: 25422 5 Sessions M,W 9/24-10/9 6:30-8:30 p.m.

**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: PET010 10 Hours
$60 + $150 fee = $210; NMR add $140

Rockville Campus
CRN#: 25421 5 Sessions M,W 9/4-9/8 6:30-8:30 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 it’s 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#: 25421 5 Sessions M,W 9/4-9/8 6:30-8:30 p.m.

**Animal Reiki II**
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#: 25422 5 Sessions M,W 9/23-10/16 6:30-8:30 p.m.
No class 9/30, 10/7, 10/9

**Animal Reiki III**
Learn 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: PET010 10 Hours
$60 + $150 fee = $210; NMR add $140

Rockville Campus
CRN#: 25424 5 Sessions M,W 10/30-11/13 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 and cardiac emergencies, and treating basic wounds.

Course: PET008 5 Hours
$30 + $45 fee = $75; NMR add $50

Gaithersburg Business Training Center
CRN#: 25420 2 Sessions  S
10/19-10/26 10 a.m.-12:30 p.m.

VETERINARY ASSISTANT TRAINING

Veterinary Assistant Training I: Outpatient Care ♥
This initial course consists of 30 classroom hours and 8 clinical hours. Topics include an overview of the veterinary profession, office procedures, client relations, biology, and exam procedures. Prerequisite: Successful completion of Assessment Exam. TWA

Course: VET002 38 Hours
$408 + $90 fee = $498; NMR add $225

Rockville Campus
CRN#: 25426 12 Sessions F
9/6-11/15 12:30-3:30 p.m.
CRN#: 25427 11 Sessions W
9/4-11/13 6:30-9:30 p.m.
CRN#: 25425 11 Sessions F
9/6-11/15 6:30-9:30 p.m.

Veterinary Assistant Training II: Diagnostic & Pharmacy ♥
This course is designed to provide veterinary assistants and people starting entry level careers with an overview of laboratory procedures, drug therapy, and radiology procedures. Topics will include types of laboratory tests, microscope, drugs, and radiology. Prerequisite: Veterinary Assistant Training I. TWA

Course: VET003 27 Hours
$326 + $90 fee = $416; NMR add $225

Rockville Campus
CRN#: 25429 9 Sessions W
12/4-2/12 6:30-9:30 p.m.
No class 12/25, 1/1
CRN#: 25430 9 Sessions F
12/6-2/7 6:30-9:30 p.m.
No class 12/27
CRN#: 25428 9 Sessions F
12/6-2/7 12:30-3:30 p.m.
No class 12/27

ART + DESIGN

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 email 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.

ART HISTORY, THEORY, AND PROFESSIONAL DEVELOPMENT

African Art and Culture: Topics NEW
Discover the art and culture of specific peoples of Africa. Africa has as rich a history as anywhere in the world, with an entire continent’s worth of art. Like Europe or the Americas, it is best to think of Africa as many places, not one place. With that in mind, each semester focuses on a single artform originating from a single area of Africa. Topic: Masks and Masquerades in West Africa

Explore the masking culture of the peoples of Burkina Faso. Learn what these objects and practices mean to the people who created them, and how the objects mirror their social, educational, political, and economic systems. TWA

Course: ADS488 15 Hours
$120 + $75 fee = $195; NMR add $120

Takoma Park/Silver Spring Campus
CRN#: 24648 10 Sessions W
9/18-11/20 1:20 p.m.

Art History I ▲
Discover the architecture, painting, sculpture, and artifacts of the world, from the Paleolithic through the Middle Ages. Learn the history of prehistoric, Near Eastern, Egyptian, Aegean, Greek, Etruscan, Roman Early Christian, Byzantine, Islamic, Indian, Chinese, Japanese, Pre-Columbian, Early Medieval, Romanesque, and Gothic art. TWA

Course: ART014 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20

Takoma Park/Silver Spring Campus
CRN#: 24651 30 Sessions M,W
9/9-11/18 3-5:55 p.m.
No class 11/27

Survey of Asian Art ▲
This course is a general survey of the art and culture of China, Japan, India, and Southeast Asia. Emphasis is on architecture, ceramics, painting, printmaking, and sculpture with reference to cross-cultural influences, religion, and philosophy as they relate to the art of the countries. TWA

Course: ART014 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20

Takoma Park/Silver Spring Campus
CRN#: 24653 30 Sessions M,W
9/4-12/18 5-6:15 p.m.
No class 11/27

Copyright, Fair Use, and Creative Commons
Ever wonder how copyright applies to your artwork? Or when it’s safe to use other people’s work in your own? Explore the answers to these questions and more! Delve into the world of copyright and fair use, using case studies to discover their use and limits. This class is open to students of all levels. TWA

Course: ADS476 4 Hours
$40 + $33 fee = $73; NMR add $50

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 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 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

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ROOM NUMBERS
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The Art of Looking Workshop  
**NEW**  
Discover a fresh, personal, and interactive connection to a work of art. Learn the techniques of Exercises for the Quiet Eye, a method of interacting with art taught in museums and colleges across the country. Engage with art through the senses, the intellect, and emotion in rich, complex, and rewarding ways. Step outside your preconceived notions to embrace the unknown and seek the transcendent moment in art viewing. Open to students of all levels; no prior experience required.

**Course: ADS486**  
3 Hours  
$22 + $18 fee = $40; NMR add $30

Takoma Park/Silver Spring Campus  
**CRN#: 24645**  
1 Session  
S  
11/2  
9 a.m.-12 p.m.

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Writing About Art  
**NEW**  
Discover the language of beauty and the vocabulary of color, texture, and form. Writing about art is an art in itself, and the basis of museum labels, art criticism, and art philosophy. Learn the precise and objective language art writers use to capture the abstract and poetic. Through field trips to galleries, in class discussion, writing, and readings, develop your skill at evoking a work of art through language. Open to students of all levels; no prior experience required. TWA

**Course: ADS487**  
15 Hours  
$120 + $75 fee = $195; NMR add $120

Takoma Park/Silver Spring Campus  
**CRN#: 24646**  
10 Sessions  
S  
9/21-11/23  
1-2:30 p.m.

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**CRAFTS**

Ceramic Tile Design  
Explore the traditions of ceramic tile design, beginning with pattern design strategies from a variety of cultural traditions. We will create a variety of patterning projects, leading us to the on-glaze ceramic painting process of maiolica, a brightly colorful, low-fire glaze process. We will also explore other low-fire methods such as fired-on ceramic decals, building up a rich layered surface. Working with six-inch bisque tiles and plate forms, students will use ceramic painting methods to create a variety of tile- and plate-based projects which may be integrated into formats including trivets, framed tile paintings, and table-tops. TWA

**Course: ADS434**  
25 Hours  
$190 + $120 fee = $310; NMR add $160

Takoma Park/Silver Spring Campus  
**CRN#: 24536**  
10 Sessions  
M  
9/16-11/18  
10 a.m.-12:30 p.m.

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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, texts, 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  
$185 + $120 fee = $305; NMR add $140

Takoma Park/Silver Spring Campus  
**CRN#: 24507**  
10 Sessions  
R  
9/19-11/21  
4-6:30 p.m.

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Jewelry and Metalsmithing  
Learn the fundamental techniques of small-scale metalsmithing and/or jewelry. This course is great for beginners. Learn fabrication techniques such as sawing, surface enrichment, and soldering. In addition to these basic practices, discover different processes each semester based on the listed topic. TWA

**Course: ADS402**  
35 Hours  
$205 + $135 fee = $340; NMR add $160

Rockville Campus  
**CRN#: 24522**  
7 Sessions  
S  
9/7-10/19  
1-6 p.m.  
**Topic: Jewelry and Alternative Materials**

Jewelry and Metalsmithing Practicum  
This course provides a foundation in fabrication with sheet metals such as copper, brass, and silver. Analyze historical, social and ethical aspects within jewelry and metalsmithing as you develop technical competency and explore material as an art form. Creative design and technical craftsmanship are emphasized. Techniques include: sawing, piercing, riveting, tabs, soldering, sleeved rings, hollow rings, and bezels. No prior experience required. If seats are full, enroll in ARTT245 for credit or audit. Sections are identical and co-listed. TWA

**Course: ART060**  
75 Hours  
$396 + $136.20 fee = $532.20; NMR add $871.20

Rockville Campus  
**CRN#: 24597**  
31 Sessions  
T,R  
9/3-12/19  
1-3:40 p.m.  
No class 11/28

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Jewelry and Metalsmithing Practicum  
This course is designed for students at the intermediate level. Continue to develop metalsmithing skills while engaging in concepts and critical inquiry within the field. Topics rotate each semester. See section notes. **Prerequisite: ARTT245, ARTT123 with metal emphasis, ADS402 or equivalent. If seats are full, enroll in ARTT255g for credit or audit. Sections are co-listed. Section notes:** Emphasis on Chasing and Repousse. Learn to make tools and create relief surfaces on flat and hollow forms. TWA

**Course: ART061**  
75 Hours  
$396 + $136.20 fee = $532.20; NMR add $871.20

Rockville Campus  
**CRN#: 24673**  
15 Sessions  
F  
9/6-12/20  
10 a.m.-3:40 p.m.  
No class 11/29

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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, texts, 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  
$185 + $120 fee = $305; NMR add $140

Takoma Park/Silver Spring Campus  
**CRN#: 24507**  
10 Sessions  
R  
9/19-11/21  
4-6:30 p.m.

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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  
$396 + $136.20 fee = $532.20; NMR add $871.20

Rockville Campus  
**CRN#: 24591**  
31 Sessions  
T,R  
9/3-12/19  
9-11:40 a.m.  
No class 11/28  
**Topic: Metalsmithing and functional objects**

**CRN#: 24589**  
30 Sessions  
M,W  
9/4-12/18  
9-11:40 a.m.  
No class 11/27  
**Topic: Metalsmithing with 3D printing and laser cutting**

**CRN#: 24590**  
30 Sessions  
M,W  
9/4-12/18  
1:30-4:30 p.m.  
No class 11/27  
**Topic: Metalsmithing and wearables**

**CRN#: 24592**  
30 Sessions  
M,W  
9/4-12/18  
6:30-9:10 p.m.  
No class 11/27  
**Topic: Metalsmithing and enameling**

Takoma Park/Silver Spring Campus  
**CRN#: 24665**  
31 Sessions  
T,R  
9/3-12/19  
2-4:40 p.m.  
No class 11/28  
**Topic: Multi-cultural exploration of craft traditions**

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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**

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

Takoma Park/Silver Spring Campus  
**CRN#: 24515**  
10 Sessions  
F  
9/20-11/22  
10 a.m.-12:30 p.m.
Jewelry Basics
Explore the elements of jewelry design using simple hand tools. Learn techniques such as stamping, texturing, sawing, piercing, and wire wrapping. Design and fabricate your own jewelry in the studio as you develop your creativity and fabrication skills. Discover contemporary trends in jewelry and metalsmithing and how you can apply them to your work. Note: This course does not include soldering, so can be taken as a precursor to ADS 402, not a substitute. TWA
Course: ADS479 25 Hours $185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 25158 10 Sessions M 9/18-11/18 7-9:30 p.m.

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 25 Hours $195 + $115 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 24541 10 Sessions W 9/18/20 7-9:30 p.m.

Special Topics in Jewelry, Metalsmithing, and Craft
Dive into focused processes within jewelry, metalsmithing, or craft, with a different topic each semester. Learn processes like stoneselecting, chasing and repousse, forming, and more. See topic listed for each section. Prerequisite (one of the following): ADS402, ART060, ARTT245, or the ability to solder and saw unassisted. TWA
Course: ADS429 35 Hours $205 + $135 fee = $340; NMR add $160
Rockville Campus
CRN#: 24531 7 Sessions S 10/26-12/14 1-6 p.m.
No class 11/30
Topic: Stoneselecting

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 prior experience needed. Students must bring a pencil and ruler to the first class; any other drawing tools optional. TWA
Course: ADS446 12.5 Hours $85 + $70 fee = $155; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 24537 5 Sessions W 9/18/16 7-9:30 p.m.
CRN#: 24538 5 Sessions W 10/23-11/20 7-9:30 p.m.

The Art Doll: Costumes and Accessories
Bring your doll to class and create the special costume and accessories needed to communicate the doll’s personality. This class is hands-on and will begin with sketching and exploring design possibilities. We will design and construct a complete head to toe look for your original doll. Please bring your doll to the first class. Prerequisite: Basic hand-sewing skills; can be learned in ADS456 Sewing: Introduction. TWA
Course: ADS404 25 Hours $195 + $115 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 24526 10 Sessions F 9/20-11/22 1:30-4 p.m.

Note: Courses are listed in alphabetical order. Please be sure to read course descriptions for prerequisites.
Drawing Comics  ◆ NEW ◆
Discover the basics of visual storytelling frame-by-frame! Whether your interest is in slice-of-life stories or super hero epics, you’ll learn to build your own narrative style. Take on everything from drawing backgrounds and environments to illustrating action to writing dialogue and narration. Bring a sketchbook and your favorite drawing tools to the first class, and get ready for lots of drawing! Open to students of all skill levels; no prior experience required.
TWA
Course: ADS484
25 Hours
$185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 24643 10 Sessions R
9/19-9/21 10 a.m.-12:30 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: ART032
75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Takoma Park/Silver Spring Campus
CRN#: 24661 30 Sessions M,W
9/4-9/18 12-2:40 p.m.
No class 11/27
CRN#: 24662 14 Sessions S
9/7-12/14 9 a.m.-2:40 p.m.
No class 11/30, 12/21

Drawing Workshop Series
Learn new and exciting drawing techniques that enable you to tap into your creativity. You may take the workshops individually or as a full series. Now available in both Takoma Park/Silver Spring and Germantown! All materials provided.

— Germantown 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#: 24632 F 10/4 10 a.m.-1 p.m.
Drawing Workshop: Pastel Still Life
Learn to use pastels as a color drawing tool. Explore marking, color blending, and shading techniques. This week, we continue our investigation of depicting still life.
Course: ADS472
CRN#: 24637 F 10/11 10 a.m.-1 p.m.
Drawing Workshop: Hands in Charcoal and Conté
Learn to draw hands, one of the most difficult parts of the body to depict! Continue exploring the use of charcoal and conté crayons as drawing tools.
Course: ADS473
CRN#: 24638 F 10/18 10 a.m.-1 p.m.

— Takoma Park/Silver Spring Campus —
Drawing Workshop: Portrait in Multiple Media
Learn basic drawing techniques using pencil, charcoal, and pastel. This week we will create portraits based on the photograph of a child, so please bring a photo.
Course: ADS471
CRN#: 24636 F 11/15 10 a.m.-1 p.m.
Drawing Workshop: Narrative Portraiture in Graphite
Learn to tell a story with your drawings. We will depict a person in a symbolic space in order to reveal more about them. Explore the use of pencils and graphite sticks as a drawing medium.
Course: ADS475
CRN#: 24639 F 11/22 10 a.m.-1 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 workshop is geared toward optimizing use of materials.
Course: ADS470
CRN#: 24635 F 10/25 10 a.m.-1 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#: 24634 F 11/8 10 a.m.-1 p.m.

Drawing Workshop: Watercolor Pencil and 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#: 24634 F 11/8 10 a.m.-1 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#: 24634 F 11/8 10 a.m.-1 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#: 24634 F 11/8 10 a.m.-1 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 workshop is geared toward optimizing use of materials.
Course: ADS470
CRN#: 24635 F 10/25 10 a.m.-1 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#: 24634 F 11/8 10 a.m.-1 p.m.

Drawing Workshop: Watercolor Pencil and 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#: 24634 F 11/8 10 a.m.-1 p.m.

Drawing Workshop: Portrait 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#: 24636 F 11/15 10 a.m.-1 p.m.

Drawing Workshop: Narrative Portraiture in Graphite
Learn to tell a story with your drawings. We will depict a person in a symbolic space in order to reveal more about them. Explore the use of pencils and graphite sticks as a drawing medium.
Course: ADS475
CRN#: 24639 F 11/22 10 a.m.-1 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 workshop is geared toward optimizing use of materials.
Course: ADS470
CRN#: 24635 F 10/25 10 a.m.-1 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#: 24634 F 11/8 10 a.m.-1 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#: 24634 F 11/8 10 a.m.-1 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#: 24545 S 10/5 1-4 p.m.

Drawing Workshop: Colored Pencil Pastel Portrait
Learn basic drawing techniques using colored pencils. This week we will explore drawing portraits from a printed document.
Course: ADS464
CRN#: 24547 S 10/19 1-4 p.m.

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.
WD&CE Fall 2019 Noncredit Courses

Figure Drawing I □
Explore both representational and abstract visual interpretation of the human figure, both as a separate study and in relation to its environment. Prerequisite: ADS039 Intro to Drawing, ART032 Drawing I, ARTT100 Intro to Drawing, or equivalent experience. TWA
Course: ART019 75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Takoma Park/Silver Spring Campus
CRN#: 24654 31 Sessions T,R 9/3-12/19 4-6:40 p.m.
No class 11/28

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
$185 + $125 fee = $310; NMR add $160
Germantown Campus
CRN#: 24494 10 Sessions R 9/19-11/21 7-9:30 p.m.
Rockville Campus
CRN#: 24491 10 Sessions F 9/20-11/22 5-7:30 p.m.
Takoma Park/Silver Spring Campus
CRN#: 24488 10 Sessions F 9/20-11/22 12-2:30 p.m.

Two-Dimensional Design □
Study and use elements and principles of art in two-dimensional composition relating to visual organization. Emphasis is placed on analyzing and solving design problems. Line, shape, value, texture, and color are studied through a sequence of supervised, structured, studio projects. Lectures, individual and class critiques, discussions, films, field trips, and readings accompany the hands-on work. TWA
Course: ART033 75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Takoma Park/Silver Spring Campus
CRN#: 24663 31 Sessions T,R 9/3-12/19 9-11:40 a.m.
No class 11/28

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 OS X 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 3 Hours
$0 + $0 fee = $0; NMR add $0
Rockville Campus
CRN#: 24532 1 Session S 9/7 9:30 a.m.-12:30 p.m. p.m.
Takoma Park/Silver Spring Campus
CRN#: 24533 1 Session S 9/7 2:30-5:30 p.m.

Illustrator I
Adobe Illustrator CC is a comprehensive vector graphics program that enables artists and designers to create sophisticated illustrations and type effects. In this introductory course, you will start by drawing and manipulating simple shapes that can be used to create logos, advertisements, and other illustrations. Topics will include the tool palette, understanding vector graphics, creating basic shapes, blending shapes and colors, the Bezier pen vector drawing tool, creating custom brushes, creating type, using layers and gradients, and saving files. Prerequisite: Experience using Mac computers; can be fulfilled through ADS430 Free Mac OSX Crash Course, ADS 319 Intro to Graphic Design Software, or life experience. TWA
Course: ADS197 25 Hours
$190 + $120 fee = $310; NMR add $160
Rockville Campus
CRN#: 24496 10 Sessions M 9/16-11/18 7-9:30 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 25 Hours
$185 + $125 fee = $310; NMR add $160
Rockville Campus
CRN#: 24506 10 Sessions M 9/16-11/18 3:30-6 p.m.
Takoma Park/Silver Spring Campus
CRN#: 24505 10 Sessions M 9/16-11/18 7-9:30 p.m.

Get Branded!
Learn to create a powerful and consistent brand for yourself or clients in Branding Bootcamp.

Branding Bootcamp
A strong brand foundation affects everything from product development to customer acquisition, and creates new opportunities for loyalty, recognition and even a boost in funding. This course will focus on developing the visual components for your brand and building a brand style guide. You will study marketing and branding/rebranding case studies and brainstorm tactics to generate new ideas. TWA
Course: ADS417 25 Hours
$185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 24527 10 Sessions R 9/19-11/21 7-9:30 p.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.

DRAWING

Course: ADS469
CRN#: 24550 S 10/26 1-4 p.m.
Drawing Workshop: Watercolor Still Life
Learn basic watercolor techniques using monochrome tone or inks. Discover the application of mixed media and wet techniques. This week, we will continue our exploration of still life.

Course: ADS477
still life.
we will use conté crayons and pastels to create compositions, and create your own! This week,
Learn how artists envision and plan abstract Drawing

Course: ADS475

Course: ADS471

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
$185 + $125 fee = $310; NMR add $160
Germantown Campus
CRN#: 24494 10 Sessions R 9/19-11/21 7-9:30 p.m.
Rockville Campus
CRN#: 24491 10 Sessions F 9/20-11/22 5-7:30 p.m.
Takoma Park/Silver Spring Campus
CRN#: 24488 10 Sessions F 9/20-11/22 12-2:30 p.m.

Two-Dimensional Design □
Study and use elements and principles of art in two-dimensional composition relating to visual organization. Emphasis is placed on analyzing and solving design problems. Line, shape, value, texture, and color are studied through a sequence of supervised, structured, studio projects. Lectures, individual and class critiques, discussions, films, field trips, and readings accompany the hands-on work. TWA
Course: ART033 75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Takoma Park/Silver Spring Campus
CRN#: 24663 31 Sessions T,R 9/3-12/19 9-11:40 a.m.
No class 11/28

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 OS X 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 3 Hours
$0 + $0 fee = $0; NMR add $0
Rockville Campus
CRN#: 24532 1 Session S 9/7 9:30 a.m.-12:30 p.m. p.m.
Takoma Park/Silver Spring Campus
CRN#: 24533 1 Session S 9/7 2:30-5:30 p.m.

Illustrator I
Adobe Illustrator CC is a comprehensive vector graphics program that enables artists and designers to create sophisticated illustrations and type effects. In this introductory course, you will start by drawing and manipulating simple shapes that can be used to create logos, advertisements, and other illustrations. Topics will include the tool palette, understanding vector graphics, creating basic shapes, blending shapes and colors, the Bezier pen vector drawing tool, creating custom brushes, creating type, using layers and gradients, and saving files. Prerequisite: Experience using Mac computers; can be fulfilled through ADS430 Free Mac OSX Crash Course, ADS 319 Intro to Graphic Design Software, or life experience. TWA
Course: ADS197 25 Hours
$190 + $120 fee = $310; NMR add $160
Rockville Campus
CRN#: 24496 10 Sessions M 9/16-11/18 7-9:30 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 25 Hours
$185 + $125 fee = $310; NMR add $160
Rockville Campus
CRN#: 24506 10 Sessions M 9/16-11/18 3:30-6 p.m.
Takoma Park/Silver Spring Campus
CRN#: 24505 10 Sessions M 9/16-11/18 7-9:30 p.m.

Get Branded!
Learn to create a powerful and consistent brand for yourself or clients in Branding Bootcamp.

Branding Bootcamp
A strong brand foundation affects everything from product development to customer acquisition, and creates new opportunities for loyalty, recognition and even a boost in funding. This course will focus on developing the visual components for your brand and building a brand style guide. You will study marketing and branding/rebranding case studies and brainstorm tactics to generate new ideas. TWA
Course: ADS417 25 Hours
$185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 24527 10 Sessions R 9/19-11/21 7-9:30 p.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.
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: ADS198 25 Hours
$185 + $125 fee = $310; NMR add $160
Rockville Campus
CRN#: 24497 10 Sessions M,W 9/19-11/21 7-9:30 p.m.

Takoma Park/Silver Spring Campus
CRN#: 24498 8 Sessions M 9/30-11/18 6:30-9:30 p.m.

Interior Design

Interior Design I
Discover the relationship of people to their environment! Explore the design process necessary to create functional, aesthetic interior spaces, then use drafting instruments to translate design concepts into completed projects. TWA
Course: ART063 75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 24674 31 Sessions T,R 9/3-12/19 10 a.m.-12:30 p.m.
No class 11/29

Takoma Park/Silver Spring Campus
CRN#: 24679 10 Sessions T 9/3-12/19 10 a.m.-12:30 p.m.

Interiors: Design Principles
Learn to apply art theory to interior design. Explore design elements like color, space, texture, line, lighting, sound, and form in two- and three-dimensional spaces. Use these tools to create elevations, plans, and interior models. TWA
Course: ART064 75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 24675 31 Sessions M,W 9/4-12/18 9-11:40 a.m.
No class 11/27

Takoma Park/Silver Spring Campus
CRN#: 24677 10 Sessions T 9/3-12/19 10 a.m.-12:30 p.m.

Interiors: Technical Drawing & Drafting
Drawing is the foundation for communication in interior design. Learn basic drawing and drafting techniques, and discover how they can be used to accurately communicate design concepts. Use drafting tools to complete two- and three-dimensional drawings, as well as freehand sketches. TWA
Course: ART065 75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 24676 31 Sessions M,W 9/4-12/18 1-3:40 p.m.
No class 11/27

Painting

Acrylic Painting: Intermediate
Further your exploration of acrylic painting, the dominant painting medium of the 20th century and today. Advance your technical and conceptual skills by creating representational, abstract, and non-objective paintings. Explore the use of a variety of acrylic media as well as mixing, surface preparation, and application strategies. Prerequisite: ADS414 Intro to acrylic painting or equivalent experience. TWA
Course: ADS457 25 Hours
$195 + $115 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 24631 10 Sessions T 9/17-11/19 7-9:30 p.m.

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#: 24549 10 Sessions W 9/18-11/20 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. Topics change each semester; see section details for subject matter. Upon completion of this course, students will complete 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#: 24525 10 Sessions M 9/16-11/18 9:15 a.m.-11:45 p.m.
Rockville Campus
CRN#: 24524 10 Sessions W 9/18-11/20 10 a.m.-12:30 p.m.
Takoma Park/Silver Spring Campus
CRN#: 24523 10 Sessions T 9/17-11/19 10 a.m.-12:30 p.m.
Subjects include flowers, birds, animals, and fall landscapes.

Gouache: Opaque Watercolor Painting
Discover a painting medium that is truly international in origin. Gouache is a brilliantly colored opaque watercolor that competes with oil and acrylic in color and coverage. Learn the traditional techniques of gouache while exploring pigments, binders, brushes, and surfaces. Discover the history of this medium in French, American, Persian, Indian, North Korean, and Chinese traditions. Open to students of all skill levels. TWA
Course: ADS481 25 Hours
$180 + $100 fee = $280; NMR add $140
Takoma Park/Silver Spring Campus
CRN#: 24640 10 Sessions R 9/19-11/21 1-3:30 p.m.

Introduction to Oil Painting
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#: 24629 10 Sessions T 9/17-11/19 9:30 a.m.-12 p.m.

Introduction to Oil Painting
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
$190 + $120 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 24628 10 Sessions W 9/18-11/20 7-9:30 p.m.

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#: 24516 10 Sessions W 9/18-11/20 4:30-6:30 p.m.

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.
Oil Painting: Intermediate  
Deposit $100 and pay the balance in 7 installments of $145 each. Make checks payable to WDCE. See the WDCE Web site for details.
Course: ADS485  
CRN#: 24644  
9/20-11/22  
4-6:30 p.m.  
No class 11/11

Painting I ◘  
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 canvas. Demonstrations, lectures, and class critiques will be employed. TWA  
Course: ART026  
CRN#: 24657  
9/4-11/12  
11 a.m.-1:40 p.m.  
No class 11/27

Painting II ◘  
A continuation of Painting I, with an emphasis on solutions to advanced problems related to the creation of representational, abstract, and non-objective paintings. Develop technical skills in various media. Demonstrations, lectures, and class critiques will be employed. TWA  
Course: ART025  
CRN#: 24658  
9/4-11/12  
2-4:40 p.m.  
No class 11/27

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  
CRN#: 24534  
10/26  
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  
CRN#: 24514  
9/19-11/21  
9-11:30 a.m.  
No class 11/28

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: ADS349  
CRN#: 24511  
9/19-11/21  
4-6:30 p.m.  
No class 11/28

Studio Painting: Independent Studies in Oil Painting  
From trompe l’oeil techniques to abstract 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. Prerequisite: At least two semesters of oil painting studies. TWA  
Course: ADS341  
CRN#: 24508  
9/21-11/23  
9:30 a.m.-12 p.m.

Digital Photography, Introduction ◘  
In 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  
CRN#: 24672  
9/7-12/14  
8 a.m.-12:40 p.m.  
No class 11/30

Digital Photography, Introduction ◘  
In 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  
CRN#: 24672  
9/7-12/14  
8 a.m.-12:40 p.m.  
No class 11/30

Digital Photography, Introduction ◘  
In 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  
CRN#: 24672  
9/7-12/14  
8 a.m.-12:40 p.m.  
No class 11/30

Digital Photography, Introduction ◘  
In 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  
CRN#: 24672  
9/7-12/14  
8 a.m.-12:40 p.m.  
No class 11/30
Mobile Phone Photography
Unlock the power of your smartphone's camera. Learn the apps, settings, composition techniques, and content that work best with smartphones. We'll look at the smartphone as a photographic tool and examine contemporary and historic artists. Learn to create, edit, and critique high-quality images taken with your phone (you may also use a point-and-shoot or DSLR for shooting). Students of all levels welcome. TWA
Course: ADS398  12.5 Hours  $100 + $65 fee = $165; NMR add $120
Rockville Campus  CRN#: 24521  5 Sessions  M  9/19-10/17  3:30-6 p.m.
Takoma Park/Silver Spring Campus  CRN#: 24520  5 Sessions  W  9/18-10/16  7-9:30 p.m.

Smartphone Video Production
Learn to use your smartphone’s recording and editing features like a pro in this newly reworked class. In the fast-paced digital world, the smartphone is a powerful tool for producing, editing, and sharing videos. Discover how to tell your story effectively, frame and film interview subjects, capture quality audio and video, use editing apps, and share your story with the world. Open to all skill levels; no prior experience required. TWA
Course: ADS482  25 Hours  $185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus  CRN#: 24641  10 Sessions  W  9/16-11/18  1-3:30 p.m.

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 underlie sound in audiovisual media. Perfect for video artists, musicians, and storytellers. TWA
Course: PFA050  25 Hours  $185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus  CRN#: 25164  10 Sessions  T  9/17-11/19  7-9:30 p.m.

Special Topics in Photography: Portraiture
Learn to capture a person's essence through the camera. Portraiture is one of the most important skills in a photographer's toolkit: a good portrait can draw the viewer in like nothing else. Assignments will focus on the psychological challenges involved in photographing individuals, and provide you with the tools to articulate these challenges. Students must bring their own digital camera to the first class. Prerequisite: ADS318 Digital Photography or equivalent experience. TWA
Course: ADS385  15 Hours  $150 + $100 fee = $250; NMR add $140
Takoma Park/Silver Spring Campus  CRN#: 24517  5 Sessions  S  10/26-11/23  9:30 a.m.-12:30 p.m.

Video Editing ▲
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: ART054  62.5 Hours  $396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus  CRN#: 24667  15 Sessions  M  9/9-12/16  6:15-10:30 p.m.
Takoma Park/Silver Spring Campus  CRN#: 24669  31 Sessions  T,R  9/3-12/19  1-3:15 p.m.
No class 11/28

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 500GB+ 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 OS Crash Course or ADS319 Intro to Graphic Design Software. TWA
Course: ADS391  13.5 Hours  $105 + $70 fee = $175; NMR add $120
Rockville Campus  CRN#: 24518  5 Sessions  W  9/18-10/16  6:30-9:15 p.m.

Video Editing Part II: Incorporating AfterEffects
Learn how to integrate Adobe AfterEffects into your digital video editing toolkit. In this intermediate-level course, you will use the interface, explore layering in Compositions, and learn special effects like tracking and blurring. Please bring a 500GB+ USB3.0 external hard drive, headphones with a 3.5 mm jack, and your MyMC login to the first class. Prerequisite: ADS391 Video Editing Part I or basic knowledge of Adobe Premiere Pro CC; and ADS430 Free Mac OS Crash Course, ADS 319 Intro to Graphic Design Software, or experience using Mac computers. TWA
Course: ADS392  13.5 Hours  $105 + $70 fee = $175; NMR add $120
Rockville Campus  CRN#: 24519  5 Sessions  W  10/23-11/20  6:30-9:15 p.m.

Video Editing With iMovie ▼
Discover video editing using simple programs available to everybody. If you’re not ready to take the leap to professional level software, this is the course for you! Learn the basics of non-linear video editing while exploring the art of video storytelling. Please bring your MyMC login to the first class. Prerequisite: experience using a Mac; can be fulfilled through ADS430 Free Mac OS Crash Course or ADS319 Intro to Graphic Design Software. TWA
Course: ADS483  12.5 Hours  $100 + $65 fee = $165; NMR add $120
Takoma Park/Silver Spring Campus  CRN#: 24642  5 Sessions  W  10/21-11/18  9:30 a.m.-12 p.m.

Printmaking

Intaglio Printing ▲
An introduction to the fine art of metal plate etching. The techniques of drypoint hardground, softground, aquatint, and engraving are explored. TWA
Course: ART040  75 Hours  $396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus  CRN#: 24594  30 Sessions  M,W  9/4-12/18  1-3:40 p.m.
No class 11/27
Takoma Park/Silver Spring Campus  CRN#: 24664  30 Sessions  M,W  9/4-12/18  6-8:40 p.m.
No class 11/27

Linocut Printmaking
Learn to create prints using the technique of linoleum cutting. You will begin by creating a design, then transfer it to a sheet of linoleum, carve it, roll it with ink, and print it. You will learn the tools and techniques of the process, including printing with and without a press. By the end of class, you will create an edition of prints. No prior experience necessary. TWA
Course: ADS448  15 Hours  $120 + $75 fee = $195; NMR add $120
Takoma Park/Silver Spring Campus  CRN#: 24630  6 Sessions  T  9/10-10/15  7-9:30 p.m.

Printmaking: Lithography ▲
Explore the processes, materials, and techniques of fine art lithography. Emphasis is placed on expressing visual concepts and ideas through drawing and appropriate technical manipulations on stones and/or plates, and printing in both black and white and color. TWA
Course: ART056  75 Hours  $396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus  CRN#: 24596  31 Sessions  M,W  9/3-12/19  1-3:40 p.m.
No class 11/28
Takoma Park/Silver Spring Campus  CRN#: 24671  31 Sessions  T,R  9/3-12/19  9-11:40 a.m.
No class 11/28
### World Woodcut and Relief Traditions
Learn basic woodcut and relief printmaking techniques while studying multicultural influences in imagery, concepts, and the use of materials from Asia, Africa, Europe, and the Americas. TWA

**Course:** ART055  
**75 Hours**  
$396 + $136.20 fee = $532.20; NMR add $871.20

#### Rockville Campus
- CRN#: 24595  
- 30 Sessions  
- M,W  
- 9/4-12/18 9:30 a.m.-12:10 p.m.
- No class 11/27

#### Takoma Park/Silver Spring Campus
- CRN#: 24670  
- 31 Sessions  
- T,R  
- 9/3-12/19 2:40 p.m.
- No class 11/28

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### SCULPTURE, CERAMICS, AND PERFORMANCE

#### Ceramic Tile Design
Explore the traditions of ceramic tile design, beginning with pattern design strategies from a variety of cultural traditions. We will create a variety of patterning projects, leading us to the on-glaze ceramic painting process of maiolica, a brightly colorful, low-fire glaze process. We will also explore other low-fire methods such as fired-on ceramic decals, building up a rich layered surface. Working with six-inch bisque tiles and plate forms, students will use ceramic painting methods to create a variety of tile- and plate-based projects which may be integrated into formats including trivets, framed tile paintings, and table-tops. TWA

**Course:** ADS434  
**25 Hours**  
$190 + $120 fee = $310; NMR add $160

#### Takoma Park/Silver Spring Campus
- CRN#: 24536  
- 10 Sessions  
- M  
- 9/16-11/18 10 a.m.-12:30 p.m.

#### Sculpture
Discover the theory and basic techniques used in relief sculpture and sculpture in the round. Explore the problems and principles of sculpture using both additive and subtractive techniques. Create artwork using a range of materials such as clay, wood, modern plastics, plaster, and metals. **Prerequisite:** ART049/ARTT103 Three-Dimensional Design or the equivalent by permission of the instructor. TWA

**Course:** ART024  
**75 Hours**  
$396 + $136.20 fee = $532.20; NMR add $871.20

#### Rockville Campus
- CRN#: 24593  
- 30 Sessions  
- M,W  
- 9/4-12/18 1:30-4:00 p.m.
- No class 11/27

#### Takoma Park/Silver Spring Campus
- CRN#: 24655  
- 31 Sessions  
- T,R  
- 9/3-12/19 1:30-4:00 p.m.
- No class 11/28

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### AUTOMOTIVE

#### ASE A-1 Engine Repair Prep
Prepare for the ASE A-1 Engine Repair technician certification exam. Course covers testing, repair, removal, rebuilding, installation, and break-in of an internal combustion engine. **Prerequisite:** Intro to Auto Tech or current employment as a technician or technician’s helper. TWA

**Course:** TTG434  
**75 Hours**  
$528 + $181.60 fee = $709.60; NMR add $1,161.60

#### Rockville Campus
- CRN#: 25570  
- 16 Sessions  
- T  
- 9/3-12/17 4-9:50 p.m.
- CRN#: 25571  
- 15 Sessions  
- M  
- 9/9-12/16 10-4:30 a.m.

#### ASE A-3 Manual Drive Train and Axles Prep
Prepare for the ASE A-3 Manual Drive Train and Axles technician certification exam. Course covers inspection, testing, service, and repair of manual transmissions, transaxles, transfer cases, and differentials. **Prerequisite:** Intro to Auto Tech or current employment as a technician or technician’s helper. TWA

**Course:** TTG443  
**87.5 Hours**  
$660 + $227 fee = $887; NMR add $1,452

#### Rockville Campus
- CRN#: 25568  
- 16 Sessions  
- T  
- 9/3-12/17 9-4:35 p.m.
- CRN#: 25569  
- 15 Sessions  
- W  
- 9/9-12/16 9-4:35 p.m.

#### ASE A-4 Suspension and Steering Prep
Prepare for the ASE A-4 Suspension and Steering technician certification exam. Topics include purpose, parts, operation, failure diagnosis, and repair of suspension and steering systems. Two- and four-wheel alignment is included. **Prerequisite:** Intro to Auto Tech or current employment as a technician or technician’s helper. TWA

**Course:** TTG435  
**87.5 Hours**  
$660 + $227 fee = $887; NMR add $1,452

#### Rockville Campus
- CRN#: 25558  
- 16 Sessions  
- W  
- 9/4-12/18 4-10:50 p.m.
- No class 11/27
- CRN#: 25557  
- 15 Sessions  
- M  
- 9/9-12/16 9 a.m.-4:35 p.m.

#### ASE A-5 Brakes Prep
Prepare for the ASE A-5 Brakes technician certification exam. Course covers purpose, parts, operation, failure diagnosis, and repair of disc and drum brake systems. ABS operation, diagnosis, and repair is included. **Prerequisite:** Intro to Auto Tech or current employment as a repair technician or technician’s helper. TWA

**Course:** TTG437  
**87.5 Hours**  
$660 + $227 fee = $887; NMR add $1,452

#### Rockville Campus
- CRN#: 25561  
- 32 Sessions  
- W  
- 9/4-12/18 10-4:30 p.m.
- No class 11/27
- CRN#: 25562  
- 30 Sessions  
- R  
- 9/5-12/19 4-10 p.m.
- No class 11/28
- CRN#: 25563  
- 30 Sessions  
- F  
- 9/6-12/20 10-4:45 p.m.
- No class 11/29

#### Basic Automotive Maintenance
Car owners learn basic maintenance service that can be performed at home. Simple troubleshooting techniques and the theory of preventive maintenance are introduced. TWA

**Course:** TTG047  
**37.5 Hours**  
$264 + $90.80 fee = $354.80; NMR add $580.80

#### Rockville Campus
- CRN#: 25549  
- 15 Sessions  
- F  
- 9/6-12/20 6-9 p.m.
- No class 11/29

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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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**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.
Basic Engine Performance ▲
This course is part one of a three-part series. The SERIES prepares you for the ASE A-8 Engine Performance technician certification exam. Topics include engine mechanical evaluation and electronic engine control. Engine leaks, noises, vibration, and exhaust smoke will also be discussed. PCMs, scan tools, DTCs, and PCM modes and sensors are included. Prerequisites: Automotive Electricity I or current employment as a technician or technician’s helper familiar with basic electrical theory and DMM operation. TWA
Course: TTG439 75 Hours
$528 + $181.60 fee = $709.60; NMR add $1,161.60
Rockville Campus
CRN#: 25566 32 Sessions T 9/3-12/17 5-11 p.m.
CRN#: 25565 30 Sessions R 9/5-12/19 10-4.45 p.m.
No class 11/28

Battery/Starting/Charging ▲
This course is part two of a three-part series. The SERIES prepares you for the ASE A-6 Electrical/Electronic Systems technician certification exam. Topics include purpose, parts, operation, failure diagnosis of interior and exterior lighting systems; gauge, warning, and driver information systems; starter operation, control devices, and failure diagnosis of cranking systems; and charging systems. Cruise control and air conditioning are also covered. Prerequisite: Automotive Electricity I or current employment as a technician or technician’s helper familiar with basic electrical theory and DMM operation. TWA
Course: TTG438 50 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25564 16 Sessions T 9/3-11/26 5-9:40 p.m.

Chassis Circuits ▲
This course is part three of a three-part series. The SERIES prepares students for the ASE A-6 Electrical/Electronic Systems technician certification exam. Topics include purpose, parts, operation, failure diagnosis of interior and exterior lighting systems; gauge, warning, and driver information systems; starter operation, control devices, and failure diagnosis of cranking systems; and charging systems. Cruise control and air conditioning are also covered. Prerequisite: Automotive Electricity I or current employment as a technician or technician’s helper familiar with basic electrical theory and DMM operation. TWA
Course: TTG445 75 Hours
$528 + $181.60 fee = $709.60; NMR add $1,161.60
Rockville Campus
CRN#: 25569 30 Sessions F 9/6-12/20 4-10 p.m.
No class 11/29

Engine Performance II ▲
This course is part two of a three-part series. The SERIES prepares you for the ASE A-8 Engine Performance technician certification exam. Topics include inspection, testing, service, and repair of automotive start systems, charging systems, fuel systems, exhaust systems, and cooling principles. Students are expected to have completed Fundamentals of Refrigeration and HVAC Electricity, or have equivalent knowledge and experience. TWA
Course: TTG440 75 Hours
$528 + $181.60 fee = $709.60; NMR add $1,161.60
Rockville Campus
CRN#: 25567 30 Sessions M 9/9-12/16 5-11 p.m.

Introduction to Auto Tech ▲
Service and maintenance of modern automotive systems and sub-systems are introduced. Use and selection of hand, power, and specialty tools is discussed. Repair industry practices and career options are explored. TWA
Course: TTG433 50 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25551 16 Sessions W 9/4-12/18 12-4 p.m.
No class 11/27
CRN#: 25553 15 Sessions R 9/5-12/19 5-9 p.m.
No class 11/28
CRN#: 25552 15 Sessions R 9/5-12/19 8-11:50 a.m.
No class 11/28
CRN#: 25554 15 Sessions F 9/6-12/20 9 a.m.-1:50 p.m.
No class 11/29
CRN#: 25550 15 Sessions M 9/9-12/16 4-8 p.m.

Building and Construction

AC / Heat Pump Systems ▲
An advanced HVAC course emphasizing on the operation, installation, servicing, and troubleshooting of cooling-only and heat pump systems. Topics include installation and service procedures, tools, equipment, systems and subsystems, and cooling principles. Students are expected to have completed Fundamentals of Refrigeration and HVAC Electricity, or have equivalent knowledge and experience. TWA
Course: TTG384 62.5 Hours
$528 + $181.60 fee = $709.60; NMR add $1,161.60
Rockville Campus
CRN#: 25297 16 Sessions T,R 9/3-12/19 9-11:40 a.m.(T)
No class 11/28 9-10:40 a.m.(R)

Apartment Maintenance Technician Certificate ▲
An Apartment Maintenance Technician is a trained professional with a wide range of knowledge and skills pertaining to residential buildings and systems. Learn maintenance and repair skills in electrical, plumbing, HVAC, appliances, and interior and exterior spaces as applied to apartments and residential buildings. Successful program completers will be eligible for a certificate (CAMT) from the National Apartment Association Education Institute. TWA
Course: TTG500 83 Hours
$320 + $960 fee = $1,280; NMR add $650
Rockville Campus
CRN#: 25347 21 Sessions M,F 9/16-11/25 5:30-9:30 p.m.

Basic Electrical Principles and Practices
Recommended for apprentice- or journeymen-level electricians and building maintenance technicians (or anyone wishing to learn more about electricity). This course covers electrical theory; grounding and bonding; fusing, wiring, and switching techniques; electrical measuring equipment; schematic and construction drawings; transformers and motors; and more. TWA
Course: TTG338 36 Hours
$180 + $200 fee = $380; NMR add $160
Rockville Campus
CRN#: 25282 12 Sessions M 9/16-12/2 5:30-8:30 p.m.

Fundamentals of Carpentry ▲
An introduction to the framing and carpentry trade. Topics include material selection and estimating; basic calculations; tools; print reading; layout; and floor, wall, and ceiling framing. TWA
Course: TTG477 75 Hours
$528 + $181.60 fee = $709.60; NMR add $1,161.60
Rockville Campus
CRN#: 25310 16 Sessions T 9/3-12/17 5:10-10:15 p.m.

Fundamentals of Electrical Wiring ▲
An introduction to electrical wiring and the electrical trade. Topics include material identification and selection, tools, electrical theory, switch and receptacle wiring, electrical plans reading, and electrical safety. TWA
Course: TTG478 75 Hours
$528 + $181.60 fee = $709.60; NMR add $1,161.60
Rockville Campus
CRN#: 25315 16 Sessions T 9/3-12/17 5:10-10:15 p.m.
CRN#: 25317 15 Sessions R 9/5-12/19 5:10-10:15 p.m.
No class 11/28
Fundamentals of Plumbing ▲
An introduction to plumbing and the plumbing trade. Topics include material identification and selection, tools, water supply and waste systems, pipes and fittings, fixtures, plumbing plans reading, and water heaters. TWA
Course: TTG479 75 Hours
$528 + $181.60 fee = $709.60; NMR add $1,161.60
Rockville Campus
CRN#: 25320 15 Sessions W 9/4-12/18 5:30-9:55 p.m.
No class 11/27

Fundamentals of Refrigeration ▲
An introduction to the theory, principles, and applications of heat transfer as applied to refrigeration processes and the compression refrigeration cycle. Topics include refrigerants, system performance, tools, tubing and fittings, soldering and brazing, and system charging and evacuation. TWA
Course: TTG373 62.5 Hours
$528 + $181.60 fee = $709.60; NMR add $1,161.60
Rockville Campus
CRN#: 25286 20 Sessions M,T,W,R 9/4-12/18 5:30-9:55 p.m.
No class 11/27

Heating Systems ▲
An advanced HVAC courses emphasizing on the operation, installation, servicing, and troubleshooting of gas, oil, and electric forced-air heating systems. Topics include installation and service procedures, tools, equipment, systems, fuels, and principles of combustion. Students are expected to have completed Fundamentals of Refrigeration and HVAC Electricity, or have equivalent knowledge and experience. TWA
Course: TTG383 62.5 Hours
$528 + $181.60 fee = $709.60; NMR add $1,161.60
Rockville Campus
CRN#: 25286 20 Sessions M,T,W,R 9/4-12/18 5:30-9:55 p.m.

HVA C Technician Development ▲
An overview of the HVAC technician's professional development responsibilities and opportunities. Refrigerant transition and recovery certification training will be provided. Students are expected to have completed Fundamentals of Refrigeration or have equivalent knowledge and experience. Topics include career opportunities, customer relations, safety, and environmental issues. TWA
Course: TTG375 25 Hours
$264 + $90.80 fee = $354.80; NMR add $580.80
Rockville Campus
CRN#: 25292 8 Sessions M,T,W,R 11/25-12/10 12:45-4 p.m.
No class 11/27, 11/28

Remodeling and Interior Finishing ▲
An advanced carpentry course, emphasizing remodeling and interior finishing of residential buildings. Topics include insulation, drywall installation and finishing, painting and wall coverings, cabinetry and countertops, trim and casing installation, floor finishing, tile, and remodeling techniques. Prerequisite: Students are expected to have completed Fundamentals of Carpentry, or have equivalent knowledge and experience. TWA
Course: TTG380 75 Hours
$528 + $181.60 fee = $709.60; NMR add $1,161.60
Rockville Campus
CRN#: 25294 15 Sessions R 9/4-12/18 10-11:50 a.m.
No class 11/27

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: TTG481 75 Hours
$528 + $181.60 fee = $709.60; NMR add $1,161.60
Rockville Campus

Building and Construction

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; Timeline for estimating; and Primavera P6 for scheduling. TWA
Course: TTG502 50 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25349 31 Sessions T,R 9-3/12-19 10-11:50 a.m.
No class 11/28

Construction Estimating ▲
This course includes an overview of the estimating process, estimator’s role, bidding process, contract documents, and other requirements impacting the preparation of a construction estimate. Emphasis is placed on preparing quantity takeoffs for general conditions, site work, concrete, masonry, structural steel, wood, thermal and moisture control, doors, windows, and finishes. Common pricing techniques and the use of computers in estimating are introduced. A basic knowledge of construction, plan reading, and basic math is required. TWA
Course: TTG418 50 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25299 30 Sessions M,W 9/4-12/18 10-11:50 a.m.
No class 11/27
CRN#: 25301 15 Sessions M 9/9-12/16 6-9:40 p.m.

Construction Field Operations ▲
The course introduces field management procedures from the project superintendent’s perspective. Topics include jobsite analysis and planning, equipment utilization, labor and material coordination, field records and documentation, field scheduling, safety program and methods, and production efficiency and improvement. The course includes site visits and observations to supplement class discussions. TWA
Course: TTG494 50 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25337 30 Sessions M,W 9/4-12/18 10-11:50 a.m.
No class 11/27
CRN#: 25339 15 Sessions M 9/9-12/16 6-9:40 p.m.
No class 11/28
Construction Management
This course includes a comprehensive overview of the elements of construction project management. Emphasis is placed on the business processes and management techniques the companies use to manage and control construction projects. Topics include an overview of the construction and design industries, different types of company organizations, construction documents and contracts, project delivery methods, responsibilities of the construction manager, project chronology, estimating/ bidding and procurement procedures, cost and time control strategies, and site administration. A general understanding of construction and architecture is required to take this course. TWA
Course: TTG495
37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25340
31 Sessions T,R
9/3-12/19
12:30-1:45 p.m.
No class 11/28
CRN#: 25341
9/4-12/4
This is a blended course and will meet on campus 5 times during semester from 6-8:40 p.m.(W)

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: TTG493
50 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25332
31 Sessions T,R
9/3-12/19
10-11:50 a.m.
No class 11/28
CRN#: 25335
30 Sessions M,W
9/4-12/18
8-9:50 a.m.
No class 11/27

Construction Planning and Scheduling
This course is designed to review and analyze the planning and scheduling requirements used to manage construction projects. It will cover the preparation and pre-construction planning performed by the Project Manager and Project Superintendent. You will learn how to manually developed a Critical Path Method (CPM) for planning construction operations. You will use Primavera scheduling software to develop the list of activities for the project, the duration of activities, project critical path, and duration. Management reports will be developed and analyzed. TWA
Course: TTG457
50 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25302
15 Sessions R
9/5-12/19
6-9:40 p.m.
This class meets on campus 9/4, 9/18, 10/2, 11/6 and 12/4
No class 11/28

Construction Surveying
This course introduces typical surveying and layout methods, including the use of mathematics and formulas required to perform layout functions. Using surveying and layout instruments, attendees are able to establish and measure lines, elevations, angles, building layout, and basic grading layout. Laboratory exercises focus on fieldwork and use of surveying equipment. A basic knowledge of construction is required. Basic knowledge of trigonometry is recommended. TWA
Course: TTG496
50 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25344
30 Sessions M,W, 9/4-12/18
12:30-2:20 p.m.
No class 11/27

BASIC REPAIR SERIES

Basic Repair: Appliance Maintenance
Learn how to do basic maintenance on home appliances. Topics include dryer vents, HVAC filters, water heaters, boiler thermostops, and more. TWA
Course: TTG507
6 Hours
$35 + $60 fee = $95; NMR add $50
Rockville Campus
CRN#: 25352
1 Session S
10/12
9 a.m.-3:30 p.m.

Basic Repair: Carpentry
Perform basic carpentry skills such as basic wall framing, door and window installation, and trim installation. The class covers tools and materials as well as the safe performance of standard construction methods. TWA
Course: TTG297
12 Hours
$65 + $125 fee = $190; NMR add $120
Rockville Campus
CRN#: 25281
2 Sessions S
10/26-11/2
9 a.m.-3:30 p.m.

Basic Repair: Drywall Patch, Painting, and Wallpapering
Learn how to repair damaged drywall using standard patching techniques, and the best methods and materials for painting and wallpapering. This course will cover the tools, materials, and techniques used by professionals. TWA
Course: TTG227
12 Hours
$65 + $125 fee = $190; NMR add $120
Rockville Campus
CRN#: 25278
2 Sessions S
11/16-11/23
9 a.m.-3:30 p.m.

Basic Repair: Electrical
Learn to replace bad electrical components and install outlets and fixtures safely and according to National Electrical Code specifications. Learn the proper techniques for wiring and connecting, as well as the different types of circuits. TWA
Course: TTG229
12 Hours
$65 + $125 fee = $190; NMR add $120
Rockville Campus
CRN#: 25280
2 Sessions S
9/28-10/5
9 a.m.-3:30 p.m.

Basic Repair: Flooring and Tile Installation
Learn to install laminate and hardwood flooring, vinyl floor coverings, and ceramic tile on floors, walls, and counter-tops. TWA
Course: TTG006
12 Hours
$65 + $125 fee = $190; NMR add $120
Rockville Campus
CRN#: 25273
2 Sessions S
12/7-12/14
9 a.m.-3:30 p.m.

Basic Repair: Plumbing
Learn how to properly replace faulty plumbing fixtures and perform typical maintenance. Topics include gluing plastic pipe, soldering copper pipe, making connections, and replacing faulty or leaking components. TWA
Course: TTG228
12 Hours
$65 + $125 fee = $190; NMR add $120
Rockville Campus
CRN#: 25279
2 Sessions S
9/7-9/14
9 a.m.-3:30 p.m.

BUILDING AND CONSTRUCTION FAST TRACK

Introduction to the Building Trades
An introduction to the construction process and the professional building trades. Career options, professional preparation, building systems and materials, and construction industry issues will be explored. TWA
Course: TTG010
37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25271
15 Sessions M,W,F
9/9-10/11
9-11:40 a.m.
CRN#: 25270
15 Sessions M
9/9-12/16
6-8:40 p.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.

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.
Renewable and Sustainable Energy Technologies
This is an introduction to the theory, principles, and application of renewable and sustainable energy technologies. Topics include solar thermal and photovoltaic (PV) systems, hydropower, wind turbines, geothermal, bio-fuels, the Hydrogen economy, and climate change. TWA
Course: TTG514
37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25355
15 Sessions M
9/9-12/16
5:30-8:10 p.m.

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 lecture, one hour laboratory each week. TWA
Course: TTG521
50 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25357
15 Sessions W
9/9-12/16
5:30-9:05 p.m.
No class 11/27

Anime Movie Celebration
Anime is hand drawn and computer animation originating in Japan. You will watch and discuss several popular Anime movies and learn the origin of Anime. You will explore different characteristics, and the exciting process of how it is produced.
Course: SPP479
15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25324
10 Sessions F
9/6-11/8
10:30 a.m.-12 p.m.

Civil Rights Heroes
Civil Rights has many faces, from Harriet Tubman to David Hogg to W.E.B. Du Bois and Alexandria Ocasio-Cortez, a new U.S. representative for NY. You will learn the biographies and trivia surrounding civil rights activists from around the world. Did you know that Nelson Mandela has been called “the world’s most famous political prisoner?” Or that Paulie Perrette directed a documentary about a civil rights leader? Join us to learn more about activists who want equal opportunities for all members of our society.
Course: SPP475
15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25316
10 Sessions T
9/3-11/6
10-11:30 a.m.

Create a Cartoon Comic Strip
Can you draw a stick figure? If so, you can develop funny cartoons! You will develop your own personal style, create characters and write a story line. Creating a cartoon comic strip is no different from writing a short story from beginning, to end. You will learn the differences and similarities between cartooning and illustration.
Materials needed for class: sketchbook, pencils, erasers and a ruler.
Course: SPP468
15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25306
10 Sessions F
9/6-11/8
1-2:30 p.m.

Design and Draw Your Own Fashions
Do you love fashion sketching and drawing? Step-by-step instruction will enable you to draw and personalize fashion figures. Inspirational exercises will help you bring your creative vision to life. You will draw a range of styles; from sophisticated and elegant to sporty and functional. Whether you are serious about style and design, or you enjoy illustrating clothes, this is the class for you! Materials needed for class: a sketchbook, glue stick, scissors, pencils, erasers, a black fineliner felt tip pen and colored pencils.
Course: SPP469
15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25307
10 Sessions W
9/4-11/6
1-2:30 p.m.

Essential Life Skills
Whether you are looking forward to moving out on your own or you do not feel quite ready, learning these essential life skills will help you feel more confident and prepare you for independence. You will set tangible goals and create an action plan to achieve those goals. You will develop a budget and learn how to manage your finances. You will learn how to take care of your health, learn good grooming and health habits. You will be making weekly menus and creating shopping lists. You will also learn about kitchen safety. You will learn proper laundry techniques and even learn how to sew on a button! You will create an emergency plan and learn basic first aid. We will discuss staying socially connected, being a responsible member of your community, and learn to become productive citizens!
Course: SPP431
24 Hours
$213 + $131 fee = $344; NMR add $160
Rockville Campus
CRN#: 25303
16 Sessions M,W
9/4-10/28
9-10:30 a.m.

Create a Cartoon Comic Strip
Can you draw a stick figure? If so, you can develop funny cartoons! You will develop your own personal style, create characters and write a story line. Creating a cartoon comic strip is no different from writing a short story from beginning, to end. You will learn the differences and similarities between cartooning and illustration.
Materials needed for class: sketchbook, pencils, erasers and a ruler.
Course: SPP468
15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25306
10 Sessions F
9/6-11/8
1-2:30 p.m.

Ensure 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 https://montgomerycollege.emsicareercoach.com/

Challenge Program Scholarships
A limited number of need-based scholarships are available for qualified Challenge students, pending funding availability, through Montgomery College’s Workforce Development & Continuing Education. Need-based students accepted into the Graduate Transition Program (GTP) may also qualify for funding.

Application period for Fall 2019 Challenge or GTP scholarships is July 22-Aug. 14 at 5 p.m.
For more information and for application deadlines, please visit: http://www.montgomerycollege.edu/wdce
Learn automatic computation skills needed to master addition, subtraction, multiplication, deductions, and taxes on your paycheck. Learn how to calculate your work hours, understand paycheck deductions, and more. These fun and challenging activities keep you motivated and will help you understand your paycheck while mastering the foundations of math.

Course: SPP349 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25291 10 Sessions R 9/5-11/7 5:15-6:45 p.m.

Get Up and Dance! NEW
Experience the joy of dancing while getting a cardio workout! Dancing can help release stress and improve physical strength, as well as form a social connection. You will learn group dances, such as square dancing, as well as individual dances, such as hip hop. History of these dances will be included in this class. You will learn the dances through watching video clips and active participation. Please wear comfortable clothes and shoes.

Course: SPP478 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25323 10 Sessions T 9/3-11/5 1:20-3:30 p.m.

History of Rock and Roll NEW
We will cover the history of Rock and Roll from the 1950s through the 1990s. The development of Rock and Roll and it’s influence on society will be researched and discussed. You will learn about the changing sounds and styles over the 50-year time span. “Get hip” and join us as we go on a musical journey in time!

Course: SPP485 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25500 10 Sessions F 9/6-11/8 10-11:30 a.m.

Incredible Paper Inventions NEW
Paper is easy to cut, but incredibly strong. It's disposable, yet can last for centuries. It can stand stiff as a board or pop-up like a spring. It's invention changed the world. You are going to combine science, math and art to do some inventing of your own. You will make a movable space rover and a light-up sculpture! You will explore the Japanese art of Karakuri; making small toys with movable parts. You will learn the ancient art of quilling (paper rolling) and create architectural structures, such as domes and trapezoids. Each week you will fold, cut and roll paper into something amazing! You will need to be proficient with scissors.

Course: SPP471 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25309 10 Sessions M 9/9-11/11 1-2:30 p.m.

Calamity Jane was a rowdy woman of the western frontier. Sacagawea guided Lewis and Clark on their expedition exploring the Louisiana Territory. Sarah Rosetta Wakeman fought in the Civil War. Susan B. Anthony helped women gain the right to vote. Eleanor Roosevelt was involved in numerous humanitarian causes. These courageous women acted outside of the normal role of a woman at that time in history. Explore the amazing stories and trivia about the women who have contributed to the development of our society, as well as the advancement of women in America.

Course: SPP476 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25319 10 Sessions W 9/4-11/6 10-11:30 a.m.

International Sports and Games NEW
You will be exposed to a variety of International sports and games that build skills through multicultural play. You will research various games and the countries they come from. American games are part of the international games too! This is an interactive class.

Course: SPP482 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25327 10 Sessions T 9/3-11/5 5:15-6:45 p.m.

Introduction to Graphic Design—Part II NEW
Do you already know a bit about Graphic Design? Have you taken an introductory course, but really want more? In this class, you will continue to explore graphic design software and further develop your graphic design skills while making many fun projects, such as bookmarks, business cards, flyers, and posters. Prerequisite: You must be comfortable using a computer. Prior attendance in “Introduction to Graphic Design” is not required.

Course: SPP483 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25499 10 Sessions R 9/5-11/7 1:15-2:45 p.m.

Let's Explore the Internet! NEW
If you use the Internet a lot or you are a web newbie, this is the course for you! Discover the wealth of information available on the Internet. Learn how to search the Internet and send / receive e-mails with attachments. You will learn to responsibly use social media, use an address book to store frequently used names and addresses, use online maps for directions, bus schedules and go shopping online! These skills will enable you to take a course online!

Course: SPP484 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25328 10 Sessions R 9/5-11/7 7-8:30 p.m.

Money Management: Let’s Save! NEW
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 work problems.

Course: SPP428 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25308 10 Sessions T 9/4-11/6 11 a.m.-12:30 p.m.

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
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#: 25293 10 Sessions  F 9/6-11/8 11 a.m.-12:30 p.m.

Rainforests of the Sea NEW

Imagine diving beneath the waves into the warm waters of a tropical ocean. You are surrounded by brilliant colors—reds, blues, and oranges. Pink vibrant fish are darting in and out of the “rock” like structures. It’s unlike anything you have ever seen! This is a coral reef, the brilliantly colored structure is not rocks, but actually living things—a gigantic community of living things. Coral reefs cover only a tiny fraction of the ocean floor, but they contain nearly a quarter of all ocean life. You will explore what is happening to the coral reefs as water pollution threatens their existence, and what you can do to solve the problem. Learn about these amazing underwater biomes—true treasures of the planet Earth! Course: SPP477 15 Hours $160 + $69 fee = $229; NMR add $140 Rockville Campus CRN#: 25322 10 Sessions  W 9/4-11/6 1-2:30 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 rock and roll songs? You will do that and more! Bring your favorite song to class and you can learn how to use specific writing strategies to help you understand different types of writing. Strategies will include: writing basics, expressive, descriptive, persuasive, entertaining and informative writing. Course: SPP480 15 Hours $160 + $69 fee = $229; NMR add $140 Rockville Campus CRN#: 25325 10 Sessions  W 9/4-11/6 10:30 a.m.-12 p.m.

Safety Skills for Independent Living

Have you ever gotten lost in the community? Do you know what to do in case of an emergency at your home or workplace? Do you know how to prevent yourself from being injured while performing sports? Have you ever wondered how you can navigate the Internet more safely? How to prevent sunburn and what to do when you get a bug bite? You will learn about important safety skills for increasing independence in the home, workplace, community and during recreational activities. Safety First! Course: SPP457 15 Hours $160 + $69 fee = $229; NMR add $140 Rockville Campus CRN#: 25305 10 Sessions  T 9/3-11/5 7-8:30 p.m.

Singing: Introduction to Chorus NEW

Did you know that choral singing can improve your mood and your physical health? Singing can also strengthen concentration and memory. Singing in a group can increase self-esteem and enhance social skills. You will experience deep breathing through singing and learn proper vocal techniques. A variety of musical styles will be explored. The final performance will be on November 8, 2019. See you there! Course: SPP473 15 Hours $160 + $69 fee = $229; NMR add $140 Rockville Campus CRN#: 25314 10 Sessions  F 9/6-11/8 1-2:30 p.m.

Team Building: It’s All About Teamwork on the Job NEW

Why is team building important? It improves communication in the workplace, which makes work more enjoyable and motivates coworkers.

Driver Education with Additional Supports (SFT079)

We offer Driver Education for students with moderate learning disabilities. See our class listed on page 74 of this schedule or visit us online at www.montgomerycollege.edu/wdce
Teamwork is the ability to work together toward a common goal. It is very important to be able to work well with others. You will gain and practice skills that will help you be an integral part of the team. Skills such as listening to understand, communicating clearly, building trust and problem solving. You will role-play, participate in team building activities, and work on group projects. This is a fully interactive class. Everyone will participate!

**Course: SPP451 15 Hours**

- **Rockville Campus**
  - CRN#: 25304
  - 10 Sessions
  - F
  - 9/6-11/8
  - 9-10:30 a.m.

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**Connecting Reading and Writing**

This program connects Reading and Writing Skills students need to prepare for college course work. These courses are designed to enhance reading comprehension, writing skills, and build vocabulary. Students will learn and practice reading and writing skills by enrolling in both courses. For additional information, please contact karla.nabors@montgomerycollege.edu or call 240-567-1660.

**Effective Writing II**

Reading and writing skills are combined in this class in a comprehensive, systematic process. Learn to write descriptive and narrative paragraphs, use punctuation correctly, and compose demonstration speeches. You will be assigned a two-page typed paper. *Bring your own dictionary, 3x5 note-cards, paper, and notebook to class.*

- **Course: SPP139 37.5 Hours**
  - **Rockville Campus**
    - CRN#: 25289
    - 25 Sessions
    - T,R
    - 9/10-12/5
    - 1:15-2:45 p.m.
  - No class 11/28

**Reading and Vocabulary Building II**

During 25 sessions, you will receive instruction in reading comprehension and vocabulary building. Learn to identify the main idea, follow a sequence of events, and recognize supporting details. You can improve your own writing and speaking skills when you summarize and outline reading materials, take better notes, and build your vocabulary. *Bring your own dictionary, 3x5 note-cards, paper, and notebook to class.*

- **Course: SPP119 37.5 Hours**
  - **Rockville Campus**
    - CRN#: 25283
    - 25 Sessions
    - T,R
    - 9/10-12/5
    - 10:15-11:45 a.m.
  - No class 11/28
  - **Takoma Park/Silver Spring Campus**
    - CRN#: 25287
    - 25 Sessions
    - M,W
    - 9/9-12/2
    - 2:45-4:15 p.m.

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**Challenge 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.*

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**Computer Repair**

**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**
  - **Rockville Campus**
    - CRN#: 25380
    - 30 Sessions
    - M,T,W
    - 9/16-12/9
    - 6-9:35 p.m.
    - $1,290 + $337 fee = $1,627; NMR add $800

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**A+ 220-901 Exam Preparation:**

**Module One ▲**

CompTIA A+ Certified Technicians have an industry-recognized credential that gives a competitive edge, provides more opportunities to use globally recognized skills, and can lead to higher salaries. The training to passing the exams and earn the certificate is delivered through two classes, 100 hours each, called A+ Module 1, and A+ Module 2. Students need to take both classes to be fully prepared. Over the two classes you cover all objectives of the 220-901 and 220-902 exams using CompTIA Authorized training materials. Learn to assemble and disassemble desktop and notebook PCs; install, configure, and maintain devices, PCs and software for end users; understand the basics of networking and security/forensics; and properly and safely diagnose, resolve, and document common issues while applying troubleshooting skills. You will also learn to provide appropriate customer support and understand the basics of virtualization, desktop imaging, and deployment.

- **Prerequisites: None. TWA**
- **Course: TTG567 100 Hours**
  - **Rockville Campus**
    - CRN#: 25380
    - 30 Sessions
    - M,T,W
    - 9/16-12/9
    - 6-9:35 p.m.
    - $1,290 + $337 fee = $1,627; NMR add $800

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**CHALLENGE PROGRAM—COMPUTER REPAIR**

**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
Computer Technology/ITI

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 courses or courses for you. Choose from a wide range of career focused, hands-on courses taught by industry professionals.

— 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

— 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

Or the following individual courses:

• MS Word—Introduction, Intermediate, and Advanced
• MS Excel—Levels I, II, & III
• MS Access—Levels I, II, & III
• PowerPoint—Introduction
• MS Outlook

— 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

— 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

Or

• CyberAdvantage: Cybersecurity Foundations Training

Electives

• Cisco CCNA Complete
• Cisco CCNA Complete Lab

Or

• 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 Analytics Bootcamp—Advanced

Data Visualization Track

• Tableau Level I: Introduction
• Tableau Level II: Building Dashboards
• Tableau Level III: Advanced Techniques
• Power BI—Introduction

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.

Need Customized Computer Training For Your Business?

The Information Technology Institute offers a wide variety of noncredit, hands-on classes at our site or yours. Classes range from very basic Microsoft Office to advanced certifications in Microsoft, Cisco, CompTIA (Network+ and Security+).

Here is what we can do for you:

• Analyze your training needs.
• Design a training program that addresses your unique requirements.
• Assign instructors who are subject matter experts with industry experience.
• Offer flexible locations throughout Montgomery County using state-of-the-art equipment.

For more information, call 240-567-3830.

WD&CE Fall 2019 Noncredit Courses

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

— Electives—
• 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

Or
• ITI Networking Academy

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

— 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
• Microsoft SharePoint for Site Administrators
• Software Testing & QA—Levels I, II

— SharePoint Technologies—
• Enterprise SharePoint Bootcamp
• Microsoft SharePoint for Site Administrators

— Social Media —
This course sequence is designed for those seeking to become social media specialists, business owners who need to integrate social media into their marketing strategy, and professionals who need to leverage social media for career success.
• Introduction to Social Media Marketing
• Build Your Social Media Marketing Plan Modules:
  – Facebook and Instagram
  – Pinterest, YouTube & Google+
  – Twitter & Periscope
• LinkedIn® for Entrepreneurs and Small Business Leaders.
• Optimizing LinkedIn to Land Your Next Job

— 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
• XML/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

Courses in this schedule are listed in alphabetical order.
Many courses have prerequisites and/or recommended sequences. Please check course descriptions for requirements.

— Administrative Office Support —

Database Applications NEW
This 45-hour online course covers the creation and design of databases using Microsoft Access 2019. Learn how to create and manipulate database objects to include tables, forms, queries, reports, macros, and modules for practical business applications. Topics also include integration of databases with other applications, customization, and also introduces VBA. Prerequisites: Files Management Skills or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI410 45 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20

Distance Learning
CRN#: 25703 9/3-12/22

Microsoft Word and Excel Foundation Series
Novice users and those looking for formal training in MS Word and Excel will explore topics needed in the workplace or for personal business. Learn how to format and edit documents and spreadsheets, create labels, use shortcuts to work efficiently, use mathematical formulas in Excel spreadsheets, and create charts and graphs for presentations. 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: CMP860 18 Hours
$99 + $177 fee = $276; NMR add $140

Rockville Campus
CRN#: 24943 6 Sessions T.R
9/24-10/10 9:30 a.m.-12:30 p.m.

MS Access—Level I
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. For more information about MOS please visit this link- https://www.microsoft.com/en-us/learning/mos-certification.aspx 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: ITI153 12 Hours
$85 + $163 fee = $248; NMR add $140

Rockville Campus
CRN#: 24997 4 Sessions M.W
11/4-11/13 6:30-9:30 p.m.

NEW

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.
MS Excel—Level I
Excel 2016 Level I provides the basic concepts and skills to start being productive with Microsoft Excel 2016. The course covers Excel program fundamentals; how to create and work with formulas and functions; entering, copying and moving data in a worksheet; how to format and manipulate Excel data. The course also covers how to create charts, output data, share, and print worksheets; how to use and setup workbook and worksheet options and properties. This course follows the curriculum for the Microsoft Office Specialist (MOS). For comprehensive certification training, students should complete Levels I, II, III. For more information about MOS please visit this link- https://www.microsoft.com/en-us/learning/mos-certification.aspx. 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: ITI080 12 Hours $85 + $163 fee = $248; NMR add $140

Gaithersburg Business Training Center CRN#: 24992 2 Sessions T,R 9/17-9/19 9 a.m.-3:30 p.m.
Rockville Campus CRN#: 24990 4 Sessions M,W 9/23-10/2 6:30-9:30 p.m.
Takoma Park/Silver Spring Campus CRN#: 24991 4 Sessions T,R 10/1-10/3 6:30-9:30 p.m.

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: how to manage complex workbooks, build more complex functions, use data analysis tools, make an impact with powerful chart and presentation features, and collaborate with other users. Key capabilities and functions covered in this course include name ranges, table structured-references, PivotTables and Pivot Charts. This course follows the curriculum for the Microsoft Office Specialist (MOS). For comprehensive certification training, students should complete Levels I, II, III. For more information about MOS please visit this link- https://www.microsoft.com/en-us/learning/mos-certification.aspx. Prerequisites: MS Excel-Level I or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA Course: ITI091 12 Hours $85 + $163 fee = $248; NMR add $140

Gaithersburg Business Training Center CRN#: 24994 2 Sessions T,R 9/24-9/26 9 a.m.-3:30 p.m.
Rockville Campus CRN#: 24993 4 Sessions M,W 10/7-10/16 6:30-9:30 p.m.
Takoma Park/Silver Spring Campus CRN#: 24995 4 Sessions T,R 10/15-10/24 6:30-9:30 p.m.

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. For more information about MOS please visit this link- https://www.microsoft.com/en-us/learning/mos-certification.aspx. Prerequisites: MS Excel-Level II or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA Course: ITI103 12 Hours $85 + $163 fee = $248; NMR add $140

Gaithersburg Business Training Center CRN#: 25028 2 Sessions T,R 10/10-10/3 6:30-9:30 p.m.
Rockville Campus CRN#: 25023 4 Sessions M,W 10/21-10/30 6:30-9:30 p.m.
Takoma Park/Silver Spring Campus CRN#: 25025 4 Sessions T,R 10/29-11/7 6:30-9:30 p.m.
Spreadsheet Applications • NEW
This 45-hour online course covers the creation and design of databases using Microsoft Excel 2019. Learn how to design and use of spreadsheets for business applications. Emphasis focuses on formatting and enhancing spreadsheets, maintaining workbooks, working with lists, using appropriate functions, interpreting data, and template design. Prerequisites: File Management Skills or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI411 45 Hours $396 + $136.20 fee = $532.20; NMR add $871.20 Distance Learning CRN#: 24684 4 Sessions M,W 9/9-9/18 9:30 a.m.-12 p.m.

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
Course: CMP941 10 Hours $69 + $117 fee = $186; NMR add $120 Rockville Campus CRN#: 24684 4 Sessions M,W 9/9-9/18 9:30 a.m.-12 p.m.

Introduction to Keyboarding
Learn correct keyboarding techniques and improve your typing speed. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: CMP226 5 Hours $42 + $76 fee = $118; NMR add $120 Gaithersburg Business Training Center CRN#: 15214 1 Session F 8/30 9 a.m.-2 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
Course: ITI338 6 Hours $45 + $80 fee = $125; NMR add $120 Rockville Campus CRN#: 25042 2 Sessions T,R 10/1-10/3 9:30 a.m.-12:30 p.m.

Computer Basics
Learn basic computer operations and how to use web browsers. Prerequisites: 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
Course: CMP941 10 Hours $69 + $117 fee = $186; NMR add $120 Rockville Campus CRN#: 24684 4 Sessions M,W 9/9-9/18 9:30 a.m.-12 p.m.

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
Course: CMP968 15 Hours $99 + $191 fee = $290; NMR add $140 Gaithersburg Business Training Center CRN#: 24683 4 Sessions S 10/26-11/16 9 a.m.-12:45 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
Course: CMP847 12 Hours $99 + $181 fee = $280; NMR add $140 Gaithersburg Business Training Center CRN#: 24942 2 Sessions T,R 10/8-10/10 9 a.m.-3:30 p.m.

Word Processing Applications • NEW
This 45-hour online course is designed to enable students to acquire and apply word processing skills by studying word processing software currently used in business. Learn how to format text, use templates, and create professional reports by creating tables of contents, index, cross-referencing and bookmarks. Students will need access to Microsoft Word 2019 to complete work for this course. Prerequisites: File Management Skills or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI409 45 Hours $396 + $136.20 fee = $532.20; NMR add $871.20 Distance Learning CRN#: 25704 9/3-12/22

Basic Courses
Cloud—Introduction
The new age of computing has meant we barely ever 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 much 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 familiar with 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
Course: ITI284 8 Hours $45 + $80 fee = $125; NMR add $120 Gaithersburg Business Training Center CRN#: 24850 2 Sessions T,R 9/3-9/5 9:30 a.m.-1:30 p.m.

Introduction to Keyboarding
Learn correct keyboarding techniques and improve your typing speed. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: CMP628 18 Hours $100 + $191 fee = $291; NMR add $140 Rockville Campus CRN#: 24681 6 Sessions T,R 9/3-9/19 9:30 a.m.-12:30 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
Course: ITI338 6 Hours $45 + $80 fee = $125; NMR add $120 Rockville Campus CRN#: 24682 6 Sessions T,R 9/10-9/26 6:30-9:30 p.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.

See page 95 for textbook information. See page 96 for room information.

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MS Project—Introduction
MS Project 2016—Level II 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: Working with Windows or equivalent experience.

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, create payroll, and generate financial reports. A textbook is recommended for this class. TWA

QuickBooks—Level II
Expand your QuickBooks knowledge! Learn how to customize forms, use other QuickBooks features, 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

Cloud Computing
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

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 I—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 techniques, 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 I or equivalent experience. A textbook is recommended for this class. TWA

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. A textbook is recommended for this class. Prerequisites: AWS Level I & AWS Level II courses or equivalent experience. TWA

Courses in this schedule are listed in alphabetical order. Many courses have prerequisites and/or recommended sequences. Please check course descriptions for requirements. For ITI courses, you can use the Recommended Course Sequence starting on page 23.
Microsoft Azure—Introduction
Learn to how to host, backup and maintain servers and Microsoft Azure services using the Azure platform. This course is for administrators and developers interested in using Microsoft Azure and those interested in becoming Azure administrators. Prerequisites: Experience implementing, developing or managing IT systems. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI356 18 Hours $199 + $106 fee = $305; NMR add $160
Gaithersburg Business Training Center
CRN#: 152176 Sessions T,R 9/27/9-12 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#: 25695 10 Sessions S 9/14-11/16 9 a.m.-1 p.m.

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: ITI378 60 Hours $200 + $599 fee = $799; NMR add $350
Gaithersburg Business Training Center
CRN#: 24857 20 Sessions M,W 9/16-11/20 6:30-9:30 p.m.

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 for yourself and a group, have them administrate your account, and be functional and productive on UNIX-based systems. This is a hands-on course using the popular Ubuntu (ubuntu.com) Linux distribution. 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: ITI379 54 Hours $200 + $599 fee = $799; NMR add $350
Gaithersburg Business Training Center
CRN#: 152176 Sessions S 9/7-12/7 9:30 a.m.-12:30 p.m.
No class 11/26, 11/28

Computer Support Specialist—MCSA 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 (MCSA). 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: ITI300 18 Hours $199 + $106 fee = $305; NMR add $160
Gaithersburg Business Training Center
CRN#: 25694 28 Sessions T,R 9/24-10/3 6:30-9:30 p.m.

Linux/Unix—System Administration Introduction
Linux and UNIX power most of the most powerful supercomputers in the world today (top500.org). This introductory course in Linux/UNIX system administration emphasizes administration of systems rather than their use from an end-user’s point of view. Topics covered include system installation and configuration, user and group administration, service management, software installation, package management, and security. This is a hands-on course using the popular Ubuntu (ubuntu.com) Linux distribution. Prerequisites: Linux/Unix—Levels I and II or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: CMP214 12 Hours $99 + $181 fee = $280; NMR add $140
Gaithersburg Business Training Center
CRN#: 24938 4 Sessions T,R 10/8-10/17 6:30-9:30 p.m.

MCSA: Windows Server 2016 Certification
Prepare you for the Microsoft Certified Solutions Associate (MCSA): Windows Server 2016 Certification. Learn about the installation, storage, and computer features on Microsoft’s latest server operating system, as well as networking and Active Directory features of Windows Server 2016. The courses in this path map to the exam objectives for exams 70-740, 70-741, and 70-742. Earning an MCSA: Windows Server 2016 certification qualifies you for a position as a network or computer systems administrator or as a computer network engineer, and it is the first step on your path to becoming a Microsoft Certified Solutions Expert (MCSE). Labs and test preparation will be integrated into the course. Prerequisite: Microsoft Certified Solution Associate in Windows 10 or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI379 54 Hours $200 + $599 fee = $799; NMR add $350
Gaithersburg Business Training Center
CRN#: 152176 Sessions S 9/7-12/7 9:30 a.m.-12:30 p.m.
No class 11/30

https://www.facebook.com/informationtechnologyinstitutemc
Network+ Certification Training and Exam Prep

Over time, the CompTIA Network+ certification has proven to be a must have certification for IT professionals new to networking, as well as seasoned professionals. Its profile has risen to the point where it is often recommended (or required) by major corporations and government agencies and is a condition of employment. In this course, you will be exposed to the five domains tested in the Network+ exam: network concepts, network installation and configuration, network media and topologies, network management, and network security. Upon completion of this course, you will be prepared to take the Network+ Certification exam.

Prerequisites: Networking Fundamentals, knowledge of operating systems and hardware, or equivalent experience. Textbook access and purchase information will be available at the first class. TWA

Course: ITI241 42 Hours
$199 + $405 fee = $604; NMR add $300
Gaithersburg Business Training Center
CRN#: 25693 14 Sessions M,W 9/23-11/6 6:30-9:30 p.m.

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 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: ITI281 12 Hours
$65 + $139 fee = $204; NMR add $140
Gaithersburg Business Training Center
CRN#: 25009 4 Sessions T,R 9/3-9/12 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, Identify 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#: 25006 10 Sessions S 9/21-11/23 9:30 a.m.-1:30 p.m.

Computer-Aided Design (CAD) 1

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#: 24680 10 Sessions T,R 9/3-10/3 6:30-9:30 p.m.

Revit

Revit

This is a hands-on introduction to building information modeling (BIM) software for architecture. Instruction will focus on how both graphic and non-graphic architectural information for a building is produced through the creation of a single project database represented in a 3D model. Learn user interface: ribbon; become proficient with templates, basic floor plan, and basics of the building model; explore, create, and modify 3D view; use dimensions and constraints; and develop the building model. Prerequisite: Windows or File Management Skills or equivalent experience. Familiarity with drafting techniques; knowledge of CAD is helpful. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: ITI331 18 Hours
$99 + $186 fee = $285; NMR add $140
Gaithersburg Business Training Center
CRN#: 25035 6 Sessions T,R 9/17-10/3 6:30-9:30 p.m.

Splunk for Power Users

Splunk is a fully featured, searching, analyzing, monitoring and reporting platform for collecting data. Splunk is easy to use and deploy. It turns machine data into intelligence, rapid visibility and insight. Splunk basically processes all of your text-based log data, and presents a simple way to going over it. It started out as “Google for your logs”, but now, it’s more than that. Learn how you can easily examine for specific patterns, or develop all manner of graphical reports. Learn how to search, navigate, and create reports, manage knowledge objects, and extract knowledge from a sea of information. Prerequisites: Familiarity with basics of cybersecurity and/or data science. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: ITI331 18 Hours
$99 + $186 fee = $285; NMR add $140
Gaithersburg Business Training Center
CRN#: 25035 6 Sessions T,R 9/17-10/3 6:30-9:30 p.m.

Cybersecurity Foundations Training

Cybersecurity Foundations Training

Gain the skills, knowledge and 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
Rockville Campus
CRN#: 24855 25 Sessions T,R 9/17-12/12 6:30-9:30 p.m.
No class 11/26
Digital Forensics—Hands-On
Digital Forensics is a popular field with many opportunities for current and aspiring IT Professionals. 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
CRN#: 24854  18 Sessions  M,W
9/7-10/23  6:30-9:30 p.m.

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 incursion and attack. Prerequisites: Students should have a working knowledge of computer operations and architecture. TWA
Course: ITI381  6 Hours
CRN#: 24851  6 Sessions  M,W
9/30-10/2  6:30-9:30 p.m.

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 analytics 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
$199 + $500 fee = $699; NMR add $300
Gaithersburg Business Training Center
CRN#: 24852  11 Sessions  S
9/7-10/9  9 a.m.-1 p.m.

Takoma Park/Silver Spring Campus
CRN#: 25044  11 Sessions  S
9/14-11/16  9 a.m.-1 p.m.

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#: 24867  13 Sessions  S
9/14-12/7  9 a.m.-1:10 p.m.
No class 11/30

Data Analysis Fundamentals
Whether you are considering a career in data, or you would like to analyze data for your own insight, this course should be your starting point. Understand where data comes from, how to find it, and the different types available. Learn how to identify missing observations in a data table and how to handle missing observations using various techniques. Apply statistics methods to analyze data, create charts, graphs, and other methods to visualize data table, and gain an understanding on how to formulate a hypothesis and interpret results. Three hours (1 session) of this course consist of online instruction/projects. Prerequisites: File management skills, Working with Windows or equivalent experience. TWA
Course: ITI339  15 Hours
$99 + $191 fee = $290; NMR add $140
Gaithersburg Business Training Center
CRN#: 15216  5 Sessions  T,R
8/27-9/5  6:30-9:30 p.m.

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#: 24865  4 Sessions  T,R
10/1-10/10  6:30-9:30 p.m.

Ethics in Data Science
Data Science and Machine Learning create new ways of using data every day. The news is filled with the ways people are using (and misusing) our data. In this class, students will, through the use of actual case studies, examine the ways in which we can better balance the ethical and legal issues in the use of data. This class is designed for any student with a concern for how data science is used. Prerequisites: An interest in and basic knowledge of Data Science. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI403  12 Hours
$99 + $100 fee = $199; NMR add $120
Gaithersburg Business Training Center
CRN#: 24868  4 Sessions  T,R
9/17-9/26  6:30-9:30 p.m.

Courses in this schedule are listed in alphabetical order. Many courses have prerequisites and/or recommended sequences. Please check course descriptions for requirements. For ITI courses, you can use the Recommended Course Sequence starting on page 23.
Storytelling with Data
Charts and graphs are widely used for presenting information to an audience, but many organizations are guilty of “death by PowerPoint.” Whether you are a project manager, business analyst, data scientist, or just curious about data, this course will guide you through a series of hands-on activities to understand how to interpret data in a presentation. This class is designed for students to develop a “data culture” mindset in order to drive better decision-making and build a foundation for further Data Analytics track courses. Prerequisites: Basic knowledge of Excel. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI402 12 Hours
$99 + $100 fee = $199; NMR add $120
Gaithersburg Business Training Center
CRN#: 25061 4 Sessions T,R 9/3-9/12 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 tool of choice for multiple enterprises. This course prepares you to take up a job assignment requiring Tableau Desktop expertise. This Tableau training focuses on skills such as acquiring data, generating attractive views, and creating calculated fields. This course also prepares you to distribute your visualizations via the web, email or shared drive. Prerequisites: Computer Basics, Excel Level I or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI345 18 Hours
$199 + $105 fee = $304; NMR add $160
Gaithersburg Business Training Center
CRN#: 25045 6 Sessions T,R 9/10-9/26 6:30-9:30 p.m.

Tableau Level II: Building Dashboards
A good business dashboard informs with a glance. A great business dashboard combines high performance and ease of use to let anybody get data-driven answers. Dashboarding with Tableau allows even non-technical users to create interactive, real-time visualizations in minutes. In just a few clicks, they can combine data sources, add filters, and drill down into specific information. In this class, we prepare the student to take up a job assignment requiring Tableau Dashboard 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 dashboards, creating interactive dashboards, and distributing dashboards. This course map 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: ITI351 18 Hours
$99 + $219 fee = $318; NMR add $160
Gaithersburg Business Training Center
CRN#: 25048 6 Sessions M,W 10/28-11/13 6:30-9:30 p.m.

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: ITI347 18 Hours
$199 + $105 fee = $304; NMR add $160
Gaithersburg Business Training Center
CRN#: 25047 6 Sessions M,W 10/11-11/17 6:30-9:30 p.m.

DATABASES

MS SQL Server Administration II
Learn advanced SQL skills with Structured Query Language (SQL). Build on the concepts and skills of the MSSQL Server 2016 level I course. Work with coding SQL Scripts, Views, Stored Procedures, Functions, Triggers, and other DB objects. Prerequisites: MS SQL Server Administration I, or proficiency with older versions of MSSQL server and SQL. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI352 12 Hours
$99 + $219 fee = $318; NMR add $160
Gaithersburg Business Training Center
CRN#: 25049 4 Sessions M,W 11/18-12/14 6:30-9:30 p.m.
No class 11/25, 11/27

Oracle 12c: Database Administrator Certified Associate
Gain a firm foundation in basic administration of Oracle Database 12c and become an Oracle Database Certified Associate (OCA). In this class, you will learn how to install and maintain Oracle Database 12c instance. You will gain a conceptual understanding of the Oracle database architecture and how its components work and interact with one another. Learn how to create an operational database and properly manage the various structures in an effective and efficient manner including performance monitoring, database security, user management, and backup/recovery techniques. This course prepares you for Certification Exam 1Z0-062 Oracle Database 12c: Installation and Administration. Prerequisite for this course is Oracle Database 12c: Introduction to SQL. TWA
Course: ITI215 39 Hours
$389 + $594 fee = $983; NMR add $400
Gaithersburg Business Training Center
CRN#: 25002 12 Sessions M,W 10/14-11/20 6:15-9:30 p.m.

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#: 25034 2 Sessions M,W 9/23-9/25 9:30 a.m.-12:30 p.m.

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#: 25034 2 Sessions M,W 9/23-9/25 9:30 a.m.-12:30 p.m.

NETWORKING

Python for IT Professionals
Python is used in a wide variety of settings. One popular use is as a language for carrying out a variety of system-administration tasks—from carrying out bulk file operations to monitoring systems to provisioning new servers. In particular, many Unix administrators have started to use Python instead of the traditional Unix shell. This course is aimed at system administrators who want to be able to monitor and control their system more easily using Python. The course assumes knowledge and understanding of Unix/Linux based computers, and will provide system administrators with a set of Python-based tools that they can use to build administrative scripts and applications. Prerequisites: Knowledge of Python and Linux Administration. TWA
Course: ITI401 18 Hours
$99 + $200 fee = $299; NMR add $140
Gaithersburg Business Training Center
CRN#: 25060 6 Sessions M,W 9/9-9/25 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 packaging. 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#: 25038 4 Sessions T,R
11/12-11/21 6:30-9:30 p.m.

Salesforce Developer Training
Would you like to get certified to be a developer on the fastest growing CRM platforms in the world? Learn the essential skills to become a Salesforce Developer. This 10 week course is 100% aligned with the official exam Study Guide. We will develop real-life business applications using Apex and Visualforce. This practical hands-on learning class that will ensure you pass the certification exam. Prerequisites: Basic Salesforce Administration knowledge, Java programming knowledge is a plus, but not required. TWA
Course: ITI408 40 Hours
$300 + $399 fee = $699; NMR add $300
Rockville Campus
CRN#: 25066 10 Sessions S
9/21-12/7 9:30 a.m.-1:30 p.m.
No class 11/23, 11/30, 12/14

Microsoft SharePoint for Site Administrators
This course is designed for SharePoint site administrators and power users tasked with supporting their organization’s Office 365 and/or SharePoint Online tenancy. Starting with building a site collection and adding libraries and lists, to the more advanced steps of setting up and modifying permissions and utilizing built-in and custom security groups, the student will learn required techniques while picking up useful tips. TWA
Course: ITI405 12 Hours
$99 + $100 fee = $199; NMR add $120
Gaithersburg Business Training Center
CRN#: 25062 4 Sessions S
10/26-11/16 9:30 a.m.-12:30 p.m.

SharePoint

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/B007LS0HE6. 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#: 24861 2 Sessions T,R
9/17-9/19 9 a.m.-3:30 p.m.
Build Your Social Media Marketing Plan Module II—Pinterest, You Tube & Google+

Learn how to take advantage of these social networks to engage your audience and grow your business. Increase your brand presences and drive traffic to your site using Pinterest as a marketing platform, and leverage the power of YouTube to establish and retain an audience. This class will use case studies and interactive exercises. All participants are expected to have active Pinterest, Google Plus, and YouTube accounts. Mobile devices with all apps previously installed must be brought to class. 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 YouTube and Pinterest. TWA

Course: ITI386 12 Hours
$95 + $125 fee = $220; NMR add $140

Gaithersburg Business Training Center
CRN#: 24862 2 Sessions T,R
10/1-10/3 9 a.m.-3:30 p.m.

Optimizing LinkedIn to Land Your Next Job

Effectively using LinkedIn is essential in today’s fast-paced, technology driven marketplace. Whether you’re looking to make your next big career move, simply curious about exploring open positions, and/or determined to find your dream job, this interactive work session will help you to turbo-charge your employment search by leveraging the power of LinkedIn for career success and professional development. Prerequisites: All participants will be expected to have an active personal LinkedIn account. Visit www.linkedin.com to join LinkedIn. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: ITI267 6 Hours
$29 + $74 fee = $103; NMR add $120

Gaithersburg Business Training Center
CRN#: 25007 1 Session W
9/25 9 a.m.-3:30 p.m.

Create Your Personal and Small Business Web Sites

See course on page 26.

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 textbook(s)/materials and bring them to the first class. TWA

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

Rockville Campus
CRN#: 24864 4 Sessions M,W
9/16-9/25 6:30-9:30 p.m.

Front-End Web Development Hands-On

Learn to use cutting-edge ES6/ES7 JavaScript to build modern, component-based, reactive web applications with React. This is primarily a programming course. You will use React.js and various React plugins, and work through the process of setting up and creating React web applications. You will also look at testing, debugging and deploying the app. Prerequisites: HTML5, CSS3, Javascript, or equivalent experience. Knowledge of programming recommended. Accounts at either github.com, bitbucket.com, and at Heroku.com would be useful. TWA

Course: ITI388 18 Hours
$99 + $191 fee = $290; NMR add $140

Rockville Campus
CRN#: 24864 6 Sessions M,W
11/18-12/11 6:30-9:30 p.m.
No class 11/25, 11/27

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 (API’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 textbook(s)/materials and bring them to the first class. TWA

Course: ITI389 12 Hours
$99 + $100 fee = $199; NMR add $120

Rockville Campus
CRN#: 15225 4 Sessions M,W
8/26-9/5 6:30-9:30 p.m.

Front-End Web Development Certificate of Completion

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.

Enroll in the following:
1. HTML5 (ITI389)
2. CSS3 (ITI395)
3. JavaScript (ITI390)
4. JQuery (ITI391)
5. XML/JSON/AJAX (ITI393)
6. Responsive Web Design (ITI392)
7. Front-End Web Development Capstone Portfolio class (ITI396)

Students must have completed the projects assigned in the required courses to receive the certificate.

These courses can be taken individually. In order to receive the Front-End Web Developer Certificate of Completion, you must take all courses, including The Front-End Web Development Capstone Portfolio class.
Hosting Full-Stack Applications with AWS
Get hands on experience hosting static and full-stack web sites on Amazon Web Services. Learn how to upload your site to S3, configure your database with RDS, register your domain name in Route 53, purchase an SSL certificate and configure a load balancer in CloudFront. This course is for web developers, programmers and system administrators. All students are expected to have or acquire an AWS account, please visit: aws.amazon.com to create your account.

Prerequisites: Knowledge of web development. TWA

Course: ITI376 6 Hours
$45 + $60 fee = $105; NMR add $120

Gaithersburg Business Training Center
CRN#: 24856 2 Sessions  T,R
12/3-12/5 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#: 25056 4 Sessions  M,W
9/30-10/9 6:30-9:30 p.m.

jQuery
jQuery is the industry standard JavaScript library used to add interesting, interactive features to your web site. Topics will include jQuery set-up, installation, and use; using jQuery action/reaction events; and show/hide. Learn to quickly add animations and effects, image slide shows, photo galleries, and rollovers. Add a jQuery navigation bar. Enhance and validate forms and learn other jQuery web features. Prerequisites: HTML5, CSS3, and JavaScript. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: ITI381 12 Hours
$99 + $100 fee = $199; NMR add $120

Rockville Campus
CRN#: 25057 4 Sessions  M,W
10/14-10/23 6:30-9:30 p.m.

PostgreSQL for Back-End Web Development
Learn the fundamentals of one of today’s most popular tools in the web development space. PostgreSQL is one of the world’s most popular open-source database management systems. Because it is readily available, low cost, and easy to install and use, many Internet service providers use PostgreSQL and offer access to it. Learn PostgreSQL and how to use it to write powerful queries, develop stored procedures, and secure your data. Prerequisites: Knowledge of web development You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: ITI377 18 Hours
$100 + $190 fee = $290; NMR add $140

Gaithersburg Business Training Center
CRN#: 25052 6 Sessions  M,W
11/4-11/20 6:30-9:30 p.m.

Responsive Web Design—RWD
Learn the foundational building blocks for designing and creating HTML5, mobile-first web sites optimized for modern computers, tablets, and mobile devices using Responsive Web Design (RWD) principles. Topics include: layout using fluid, proportion-based grids, and flexible images. You will also develop a RWD compliant website. Frameworks to be covered include: Bootstrap and w3.css. The Dreamweaver Integrated Development Environment (IDE) will be used to design and develop RWD compliant websites using the Bootstrap and w3.css frameworks. Prerequisites: HTML5, CSS3, JavaScript, and jQuery, or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: ITI392 12 Hours
$99 + $100 fee = $199; NMR add $120

Rockville Campus
CRN#: 25058 4 Sessions  M,W
11/4-11/13 6:30-9:30 p.m.

Securing Web Services
Organizations must apply penetration-testing tools to ensure the security of their web applications and limit their vulnerability against cyber attacks. In this web application security training course, you gain in-depth training on securing web services, and learn how to integrate robust security measures into the web application deployment process using AWS. Prerequisites: Experience creating web services. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: ITI387 6 Hours
$45 + $70 fee = $115; NMR add $120

Central Administration
CRN#: 25055 2 Sessions  M,W
12/9-12/11 6:30-9:30 p.m.

COMPUTER TECHNOLOGY/ITI—COSMETOLOGY

QUESTIONS?
Do you have any questions about our ITI classes? If so, please call Mary Ann Behme at 240-567-5510 or e-mail maryann.behme@montgomerycollege.edu.

See page 95 for textbook information. See page 96 for room information.
**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#: 24686  13 Sessions  M,T,W  9/3-10/1  5:30-9:30 p.m.
No class 11/27  5:30-7:30 p.m. (T - 10/1 only)

**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 + $510 fee = $1,020; NMR add $650
Takoma Park/Silver Spring Campus
CRN#: 25764  25 Sessions  M,T,W  10/2-11/27  5:30-9:30 p.m.

**Natural Hair Care Education Certificate (Continuing Education)**
Invest in yourself. The Natural Hair Care certificate provides hair stylists with skills in natural hair care and styling, hair transition, client retention, and hair correction techniques. The course is taught by Susan Peterkin-Bishop, a licensed senior cosmetologist and has over 30 years of natural hair business experience. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: COS033 36 Hours  $160 + $165 fee = $325; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 29706  9 Sessions  M  9/23-12/9  6-9 p.m.

**Early Childhood Education**

**Child Development**
Child Growth and Development
Learn the principles of child growth and development necessary for working in programs that serve children from infancy through age eight. Social, emotional, physical, and intellectual development of young children and the implications of these areas of growth and development on group care are emphasized. This class provides the first 45 of the 90 classroom hours needed to become a teacher in programs licensed by the MSDE Office of Child Care Licensing. For the second 45 hours, see Planning Curricula for Child Care. (4.5 CEUs) Textbook required at first class. Beginnings and Beyond, 10th Edition. TWA
Course: ECH205 45 Hours  $125 + $225 fee = $350; NMR add $160
Rockville Campus
CRN#: 24949  15 Sessions  T,R  9/5-10/24  6:30-9:30 p.m.
Westfield South
CRN#: 24950  8 Sessions  S  9/7-10/26  9 a.m.-3:30 p.m. (9/7-10/19)  9 a.m.-12 p.m. (10/26 only)

**CURRICULUM**

**Behavior Management System in Early Childhood Classrooms**
Understanding and developing a Comprehensive Behavior Management System for early childhood classrooms. You will learn how culture can influence behavior, classroom factors that impact behavior management, and how teacher actions can influence student behavior. TWA
Course: ECH333 3 Hours  $20 + $35 fee = $55; NMR add $50
Rockville Campus
CRN#: 24967  1 Session  W  9/25  6:30-9:30 p.m.

**Community**

**Creating a Community and Family Friendly Classroom**
Learn the importance of community involvement and its impact on early childhood. Techniques on how to engage families will be shared to enrich early childhood programs and increase parental involvement. Create a plan to support families and encourage community engagement. (0.6 CEUs) TWA
Course: ECH322 6 Hours  $25 + $45 fee = $70; NMR add $50
Westfield South
CRN#: 24964  2 Sessions  M,W  11/18-11/20  6:30-9:30 p.m.

**EXCELS: Cultural Competency, What Does It Mean?**
Explore the many facets of developing and promoting a culturally competent environment for children, families, and staff including administrative practices, curriculum, and family engagement. Participants will also learn how they can earn the Cultural Competency endorsement to add to their Maryland EXCELS rating. (0.2 CEUs) TWA
Course: ECH324 2 Hours  $2 + $13 fee = $15; NMR add $30
Westfield South
CRN#: 32215  2 Sessions  M,W  10/22  6:30-8:30 p.m.

**Multiculturalism in ECE Settings**
Learn strategies for infusing multicultural content into your classroom. Define culturally diverse families. Include these culturally and diverse families to take on leadership roles, and infuse multicultural content into curriculum, environment, and activities. TWA
Course: ECH332 3 Hours  $25 + $30 fee = $55; NMR add $50
Rockville Campus
CRN#: 24966  1 Session  W  10/9  6:30-9:30 p.m.

Let Us Train Your Work Force At Your Place!
The Early Childhood Education Department now offers many development courses in English and Spanish. All of these 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.
**SPECIAL NEEDS**

**Including All Children and the ADA**

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). 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

Course: ECH271

3 Hours

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

Rockville Campus

CRN#: 24958

1 Session

W

10/23

6:30-9:30 p.m.

**Supporting Children with Disabilities**

This course is designed for professionals in the education or child care career field and introduces the child care professional to strategies that enable all children with disabilities, delays, or special needs to gain knowledge, skills, and enthusiasm for learning. Topics include programs, terms, and resources that support children with special needs; an understanding of the child care professional's role in supporting IEP/IFSPs; and how to select materials and adapt both instruction and the environment to motivate learning. (0.3 CEUs) TWA

Course: ECH274

3 Hours

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

Tokoma Park/Silver Spring Campus

CRN#: 24959

1 Session

T

12/10

6:30-9:30 p.m.

**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

Course: ECH172

6 Hours

$25 + $50 fee = $75; NMR add $50

Rockville Campus

CRN#: 24948

2 Sessions

T,R

9/24-9/26

6:30-9:30 p.m.

**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

Course: ECH305

5 Hours

$20 + $40 fee = $60; NMR add $50

Rockville Campus

CRN#: 24961

1 Session

S

10/19

9 a.m.-2:30 p.m.

**Medication Administration Training**

Gain skills to administer medications safely to children in child care centers and family child care homes, and learn to provide special care arrangements for children with asthma and allergies. Topics include practices and procedures for administering over-the-counter and prescription medications to children, including asthma and allergies medications. Instruction is provided by qualified health professionals. (0.6 CEUs) TWA

Course: ECH257

6 Hours

$41 + $54 fee = $95; NMR add $50

Rockville Campus

CRN#: 24957

1 Session

S

10/26

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

**PROFESSIONALISM**

**Child Development Associate (CDA) Credential Assessment Preparation**

Prepare for the CDA Professional Portfolio following the directives established by the Council for Professional Recognition in DC as well as review the different CDA subject areas. (3.0 CEUs) TWA

Course: ECH132

30 Hours

$105 + $180 fee = $285; NMR add $140

Rockville Campus

CRN#: 24945

6 Sessions

S

9/28-11/12

9 a.m.-2:30 p.m.

**Communication Skills for Child Care Professionals**

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

Course: ECH170

9 Hours

$50 + $77 fee = $127; NMR add $120

Westfield South

CRN#: 24947

3 Sessions

M,T,W

11/4-11/6

6:30-9:30 p.m.

**Introduction to Maryland Credentialing**

Learn the benefits of obtaining the MD Child Care Credential and its application and renewal processes. Identify appropriate activities that meet the requirements for Professional Units. TWA

Course: ECH304

2 Hours

$2 + $13 fee = $15; NMR add $30

Gaithersburg Business Training Center

CRN#: 24960

1 Session

T

9/24

6:30-8:30 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.
Maryland EXCELS Standards: Positive Guidance

Through the development of policies that support positive guidance in early childhood, you will gain a greater understanding of the components for positive guidance and strategies for implementing in your EXCELS Program. (0.2 CEUs) TWA

Course: ECS067
2 Hours
$25 + $33 fee = $58; NMR add $50
Rockville Campus
CRN#: 24972
2 Sessions M,W 10/21-10/23
6:30-8:30 p.m.

Planificación de currículos para centros de cuidado infantil
Este curso se centra en la planificación de currículos para guarderías de niños de 0 a 6 años. Se enfatizarán métodos, actividades y materiales apropiados para las diferentes áreas del currículo de cuidado infantil. Este curso provee las segundas 45 de las 90 horas requeridas para trabajar como profesora en centros de cuidado infantil. Antes de tomar este curso se debe tomar ECS023. Requiere libro el texto de Fundamentos publicado por Council for Professional Recognition in Washington DC. (4.5 CEUs), TWA

Course: ECS097
45 Hours
$125 + $225 fee = $350; NMR add $160
Rockville Campus
CRN#: 24980
8 Sessions S 11/2
9 a.m.-1:10 p.m.

Educar a niños con discapacidades en el aula
Conozca el currículo holístico tradicional y que enriquecen un currículo e identifique las diferencias entre currículo holístico tradicional y currículo e implementar para promover la inclusión en el ambiente de aprendizaje. Se revisarán las normas establecidas por la legislación para americanos con discapacidades (ADA) a nivel local, estatal y federal. (0.2 CEUs) Las personas mayores de 60 años no pagan la matrícula, solo el derecho de admisión.

Course: ECS082
3 Hours
$21 + $34 fee = $55; NMR add $50
Rockville Campus
CRN#: 24975
1 Session R 9/26
6:30-9:30 p.m.

Preparación para la credencial de desarrollo infantil (CDA)
Este curso le ayudará a preparar la carpeta de recursos profesionales así como repasar las áreas funcionales que comprenden la credencial de desarrollo infantil otorgada por el Consejo Profesional de Washington, D.C. (3.0 CEUs)

Course: ECS028
30 Hours
$105 + $180 fee = $285; NMR add $140
Rockville Campus
CRN#: 24970
10 Sessions M,W 10/7-11/11
6:30-9:30 p.m.
No class 10/14

Visita de acreditación de NAFCC
Prepárese para la visita de acreditación de NAFCC. Repase los tipos de actividades que enriquecen un currículo e identifique las diferencias entre currículo holístico tradicional y currículo integrado (0.3 CEUs)

Course: ECS113
3 Hours
$21 + $34 fee = $55; NMR add $50
Westfield South
CRN#: 24982
1 Session S 11/23
9:30 a.m.-2:30 p.m.
**ENTREPRENEURSHIP AND SMALL BUSINESS**

**ENTREPRENEURSHIP & INNOVATION**

**Entrepreneurship Pre-Incubator**
The Montgomery College Workforce Development and Continuing Education Pre-Incubator is a six month, three part program that provides teaching and coaching on entrepreneurial, management and technical skills, with a start-up bootcamp to launch your venture. Fall program begins on August 20th and requires Part I and Part II in order to be eligible for certificate and Part III, the LaunchCamp Start-up Bootcamp.

- **Part I**: Entrepreneurship & Innovation CE Certificate (ENT010)
- **Part II**: Entrepreneurship & Innovation CE Certificate (ENT011)
- **Part III**: LAUNCHCAMP: Start Up Bootcamp

**Entrepreneurship & Innovation CE Certificate: Part I**
Ready to launch an entrepreneurial business? Leap into learning how to start-up right as an entrepreneur. You will learn from experienced, successful local and regional entrepreneurs and business experts on practical and theoretical MBA concepts and applications, without the MBA time and price commitment. Course includes modules on Leadership, Innovation, Social Impact, Mindset, Ethics, Invention, Business Feasibility and Business Life-cycle. You’ll learn how to manifest ideas to viable businesses and begin to lay the foundation of your Business Plan using the Lean Canvass methodology. Two Harvard Business Case Study purchases required ($20 each), all other materials provided or posted on class Blackboard. This is a Hybrid course, Classroom with 30% of the class sessions delivered on-line. Both EICEC Part I and Part II are required to earn a certificate. Certificate completers are eligible for scholarships toward Part III LaunchCamp: Start-Up Bootcamp.

- **Course**: ENT010
- **Hours**: 48 Hours
- **Fee**: $250 + $249 fee = $499; NMR add $225
- **Location**: Takoma Park/Silver Spring Campus
- **CRN**: 15223
- **Sessions**: 23 Sessions
- **Dates**: 8/20-10/1 5:30-9:30 p.m. (8/20-9/5) 6:30-9:30 p.m.(9/10-10/1)

**Entrepreneurship & Innovation CE Certificate: Part II**
Continue your Business Plan Canvass development and earn your Certificate of Achievement in Entrepreneurship & Innovation Training in Part II of the EICEC program. You will discover strategies and insights you never knew existed in business and how you can apply them in your entrepreneurial venture. Through the application of scenarios you will learn the critical skills of logistics, research and development, systems organization, and human resource functions. Identify the financial demands, fiscal expectations, accounting skills, financial management tools for profitability. Marketing and management of customer value is learned through concepts of 3M: Message, Medium and Marketing, branding and more! You will be prepared for your practice Business Pitch and Live Evaluation. Six Harvard Business Case Study purchases required ($20 each), all other materials provided or posted on class Blackboard. This is a Hybrid course. Classroom with 30% of the class sessions delivered on-line. Both EICEC Part I and Part II are required to earn a certificate. Certificate completers are eligible for scholarships toward Part III LaunchCamp: Start-Up Bootcamp.

- **Course**: ENT011
- **Hours**: 74 Hours
- **Fee**: $650 + $349 fee = $999; NMR add $400
- **Location**: Takoma Park/Silver Spring Campus
- **CRN**: 25406
- **Sessions**: 23 Sessions T,R 10/3-12/19 6:30-8:30 p.m.(R - 12/19 only)

**Entrepreneurial Mindset, Leadership & Ethics**
Course designed to give entrepreneurs the perspective, leadership skills and ethical behaviors to be an effective business venture leader. TWA

- **Course**: ENT008
- **Hours**: 12 Hours
- **Fee**: $102 + $97 fee = $199; NMR add $120
- **Location**: Takoma Park/Silver Spring Campus
- **CRN**: 15222
- **Sessions**: 3 Session T,R 8/20-8/27 5:30-9:30 p.m.

**Entrepreneur’s Mindset**
Entrepreneurs are people who have unleashed their true creative potential to help solve problems in their local or global communities. The Key element to cultivate Entrepreneurship is Creativity: the ability to do anything with nothing. Unfortunately, 90% of Startups fail in the first three years. In this course, we explore the secret sauce of the necessary mindset we need in order to succeed and keep our creative juices flowing. You will explore tools such as “Lean Startup” and “Design Thinking” to start creating your viable product. In addition, we experience the Ancient Eastern tools of Kriya Meditation to tap our creativity and create a Value driven Vision Statement. This course material is part of the Holistic Business Leader Series and has been showcased around the world. TWA

- **Course**: ENT006
- **Hours**: 6 Hours
- **Fee**: $116 + $31 fee = $149; NMR add $120

**LAUNCHCAMP!**

**Your Entrepreneurship Bootcamp**

**Starting in February 2020**

- **Start-up Clinic**
- **Pitch Preparation**
- **Referrals to a Mentor, Incubator or Accelerator**
- **Scholarships available for qualified applicants**

**Application period: November 1 to December 10**

For more information attend our August 1st Entrepreneurship Information Session from 6:30–7:30 p.m. at Takoma Park/Silver Spring Campus HC122 or email us: sbel@montgomerycollege.edu, or call 240-567-5188

**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.
### WD&CE Fall 2019 Noncredit Courses

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<td><strong>Beyond Marketing—5 Ways to Grow Your Business</strong></td>
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<td><strong>Marketing Workshop</strong></td>
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### Technical Transfer, Innovation Introduction

Learn the process of bringing innovative technology to market! The Technology Transfer process is an under-utilized business model. This course will guide you through the process of Technology Transfer, from identification to validation and monitoring. You will explore appropriate identification tools relating to assessment patents, intellectual property, licensing and market research. This is a distance learning course and serves as an elective to our Entrepreneurship & Innovation Continuing Education Certificate Program. TWA.

**Course:** ENT003 12 Hours

**Tuition:** $102 + $31 fee = $133; NMR add $120

**Location:** Takoma Park/Silver Spring Campus

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### Small Business

Small Business courses are designed for micro and small business owners/C-level executives seeking basic and advanced skills.

**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, debits, 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

**Tuition:** $54 + $45 fee = $99; NMR add $50

**Location:** Germantown Campus

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**Location:** Rockville Campus

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### Marketing Workshop

Gain actual practice in delivering a marketing campaign! Upon assignment from the instructor, you will collaborate with classmates to proceed through the key phases of marketing to design and deliver a real small business marketing campaign. Plan market strategy. Track and analyze data. Get creative and have fun! TWA.

**Course:** SMB342 9 Hours

**Tuition:** $99 + $25 fee = $124; NMR add $120

**Location:** Rockville Campus

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### Home Inspection: Make It Your Business

The need for qualified home inspectors makes this one of the fastest growing businesses today. More and more homeowners 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

**Tuition:** $480 + $515 fee = $995; NMR add $400

**Location:** Rockville Campus

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**Tuition:** $480 + $515 fee = $995; NMR add $400

**Location:** Rockville Campus

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### 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, debits, 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

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**Location:** Germantown Campus

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### Beyond Marketing—5 Ways to Grow Your Business

Already in business or just beginning? Gain a quick reminder of the core marketing principles every business owner must know to capture market share! You’ll gain five simple, innovative zero to low-cost strategies to grow your business. Techniques such as market plan, branding and lead generation will be explored and you’ll be able to start using right away!

**Course:** SMB862 3 Hours

**Tuition:** $14 + $25 fee = $39; NMR add $30

**Location:** Gaithersburg Business Training Center

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### Contracting With the U.S. Government

Are you interested in taking advantage of government contracting opportunities? Are you finding the hurdles and complexity overwhelming? This course features an explanation of the fundamental rules and procedures, along with a detailed list of requirements. Prerequisite: Familiarity with basic business practices and business law aspects, is essential.

**Course:** SMB299 12 Hours

**Tuition:** $85 + $71 fee = $156; NMR add $120

**Location:** Rockville Campus

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### 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

**Tuition:** $85 + $71 fee = $156; NMR add $120

**Location:** Rockville Campus

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**Tuition:** $85 + $71 fee = $156; NMR add $120

**Location:** Rockville Campus

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<td>11/6-11/20</td>
</tr>
</tbody>
</table>

**Tuition:** $85 + $71 fee = $156; NMR add $120

**Location:** Rockville Campus

<table>
<thead>
<tr>
<th>CRN#</th>
<th>Sessions</th>
<th>Days</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>25082</td>
<td>4</td>
<td>M,W,F</td>
<td>12/2-12/9</td>
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</tbody>
</table>
GREEN TRAINING—HEALTH SCIENCES

**GREEN TRAINING**

**Environmental, Social & Financial Sustainability, Introduction**
Begin your sustainability practitioner journey! This class introduces basic concepts and frameworks of sustainability to provide you with a solid understanding of how sustainability works, why it is important, and how to use sustainability as a lens for good business strategy. You will participate in weekly online classes, with reading and writing assignments in between class meetings. Topics covered include creating a sustainability plan, employee engagement, energy and climate change, and sustainability reporting and communication. TWA

**Course:** GRN007 9 Hours
$149 + $30 fee = $179; NMRs add $120

**Germantown Campus**
CRN#: 24776 3 Sessions R
9/26-10/10 9 a.m.-12 p.m.

**LEED AP**

**LEED Green Associate Exam Prep**
A LEED® credential denotes proficiency in today’s LEED Green Associate Exam Prep sustainable design, construction and operations standards. The LEED Green Associate (LEED GA) exam measures general knowledge of Green Building practices and examine ways to support others working on LEED projects. Topics include Green Building concepts, key components of the LEED v4 rating system, the L.E.E.D. certification process, and more. Course provides on-line simulated practice tests, quizzes, and study guide as essential tools for exam success. LEED® is the preeminent program for the design, construction, maintenance and operations of high-performance green buildings. (usgbc.org/LEED) TWA

**Course:** GRN005 10 Hours
$119 + $190 fee = $309; NMR add $160

**Rockville Campus**
CRN#: 24775 3 Sessions R
11/7-11/21 6-9:30 p.m.

**HEALTH SCIENCES**

**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.

**Health Care Courses**

**CERTIFIED 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 at the class. Students may only register 90 days before their certification expires or within 30 days after expiration of their certificate. Please check your expiration date before registering for this course. TWA

**Course:** AHT145 9 Hours
$110 + $50 fee = $160; NMR add $120

**Germantown Campus**
CRN#: 24571 1 Session S
9/7 8 a.m.-5:30 p.m.
CRN#: 24570 1 Session S
10/5 8 a.m.-5:30 p.m.
CRN#: 24569 1 Session S
11/2 8 a.m.-5:30 p.m.

**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 Clinical Medical Assistant (CCMA) national examination. TWA

**Course:** HHS112 96 Hours
$1,680 + $600 fee = $2,280; NMR add $1050

**Rockville Campus**
CRN#: 24826 24 Sessions T,R
9/17-12/12 9 a.m.-1 p.m.
Must be taken with Rockville section of HHS126
No class 11/26, 11/28

**Takoma Park/Silver Spring Campus**
CRN#: 24825 24 Sessions M,W
9/16-12/11 5-9 p.m.
Must be taken with Takoma Park section of HHS126
No class 11/25, 11/27

**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#: 24832  10 Session  M  9/23-12/2  9 a.m.-1 p.m.
   Must be taken with Rockville section of HHS112
No class 11/25
CRN#: 24834  10 Sessions  W  9/25-12/4  9 a.m.-1 p.m.
   Must be taken with Rockville section of HHS112
No class 11/27
Takoma Park/Silver Spring Campus
CRN#: 24830  10 Session  T  9/17-11/19  5-9 p.m.
   Must be taken with Takoma Park section of HHS112
CRN#: 24831  10 Session  R  9/19-11/21  5-9 p.m.
   Must be taken with 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#: 24821  20 Sessions  T,R  9/17-11/21  6-8:30 p.m.

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#: 24820  20 Sessions  T,R  9/17-11/21  6-8:30 p.m.

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#: 24824  20 Sessions  T,R  9/17-11/19  5-9:30 p.m.

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
Germantown Campus
CRN#: 24823  24 Sessions  M,W  9/9-12/4  6-9 p.m.
No class 11/25, 11/27
Takoma Park/Silver Spring Campus
CRN#: 24822  12 Sessions  S  9/14-12/7  8:30 a.m.-3:30 p.m.
   No class 11/30

Phlebotomy Technician▲▼
This comprehensive 72-hour course will prepare students to enter the field of phlebotomy and take the National Phlebotomy Certification Board’s (NBPT) exam. This course includes medical terminology, legal and ethical aspects of phlebotomy practice, specimen collection, and quality control. Students successfully completing this course will receive pre-paid vouchers to take the NBPT exam. These vouchers are valid for 90 days past the date of the last class. Exams must be taken during that time. TWA

Course: HHS034  90 Hours  $1,580 + $600 fee = $2,180; NMR add $1,050
Rockville Campus
CRN#: 24818  20 Sessions  M,W  9/23-12/4  5-9:30 p.m.
Must be taken with Rockville section of HHS115
No class 11/25, 11/27
Takoma Park/Silver Spring Campus
CRN#: 24817  20 Sessions  M,W  9/16-11/20  5-9:30 p.m.
Must be taken with Takoma Park section of HHS115

Phlebotomy Technician—Clinical Internship
This class includes a 40-hour clinical opportunity at a local healthcare provider. In addition to other requirements, you must complete or currently be enrolled in Montgomery College’s 90-hour Phlebotomy Technician Program. Additionally, you must submit to a thorough background check and meet other requirements. These costs are not included in the tuition and fees for this class. Special requirements include Hepatitis B immunization, negative tuberculin test, and blood test to check immunity status: Varicella Zoster IgG Ab; Rubella IgG; Rubella IgGAb; and Mumps IgG Ab. Information concerning these requirements will be provided the first night of class. This class must be taken with Phlebotomy Technician (HHS034). TWA

Course: HHS115  40 Hours  $210 + $125 fee = $335; NMR add $160
To Be Determined
CRN#: 24827  9/16-11/20
Must be taken with Takoma Park section of HHS034
CRN#: 24828  9/23-12/4
Must be taken with Rockville section of HHS034

Physical Therapy and Occupational Therapy Aide Training▲
This course prepares you to work under the direction of a registered physical therapist in a physical therapy setting performing supportive activities, such as routine therapeutic treatments by physical or mechanical methods. The course includes medical terminology, legal, and ethical aspects of physical therapy including OSHA and HIPAA, oral and written communication in a healthcare setting, customer service, anatomy and physiology focusing on the musculoskeletal system, assisting with treatment procedures, and review of common medical conditions particular to physical therapy. TWA

Course: HHS041  50 Hours  $1,350 + $650 fee = $2,000; NMR add $1,050
Takoma Park/Silver Spring Campus
CRN#: 24819  10 Sessions  S  9/21-11/23  8:30 a.m.-2:30 p.m.
Nursing Related Courses

**CERTIFIED NURSING ASSISTANT/GERIATIC ASSISTANT PROGRAM**

To register for CNA courses you MUST ATTEND the FREE orientation session which includes the FREE mandatory reading and math test that you must pass to register. All payments for CNA Classroom and CNA Clinical and additional fees are due at time of registration. Seats for the Classroom and Clinical are limited. You must be at least 18 years old and have a Social Security Number or Tax Identification Number for the Maryland Board of Nursing licensing process upon successful completion, as well as a Social Security Number for nursing homes that require criminal background checks prior to being on their premises for educational purposes.

**Additional Fees:**
There will be additional fees for TB test, CPR training, CNA application, GNA application, fingerprinting, and uniforms. These costs will be discussed at orientation.

**Below are the schedules for the classroom portion and the clinical portion of the CNA.**

Choose one mandatory orientation session. All sessions are at the Takoma Park/Silver Spring Campus in the Health Sciences Center, Room 124
- 8/7 from 10 a.m.-1 p.m. • 8/14 from 3-6 p.m. • 8/28 from 5:15-8:15 p.m

Students must show identification.

**Certified Nursing Assistant Classroom (CNA) ▲**

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 Alzheimer’s disease and related disorders. After successful completion of the classroom and clinical portions, you will receive an achievement award from Montgomery College. You may then apply to take the Geriatric Nursing Assistant Licensing examination. **Prerequisites:** Attending the CNA Orientation Session and scoring at least 80% on both the mandatory reading and math tests. A criminal background check may be required; obtain a CPR Health Provider certification before the start of clinical or midterm; a negative TB skin test (PPD) or chest x-ray may be required before class starts. TWA

**Course: AHT028 88 Hours $840 + $270 fee = $1,110; NMR add $650**

**Certified Nursing Assistant Clinical (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 Germantown Campus**
- CRN#: 24566 22 Sessions T,W,R 9/10-10/29 5-9:15 p.m.
- Class meets at Asbury Methodist once a week for skills lab

**CNA Clinical at Asbury Methodist Village**
- CRN#: 24572 11 Sessions T,R,S 10/31-11/23 7 a.m.-4 p.m. (S)
- CRN#: 24572 11 Sessions T,R,S 10/31-11/23 5-9:15 p.m. (T,R)

**CNA Classroom at Brooke Grove Rehabilitation/Nursing Facility**
- CRN#: 24566 13 Sessions M,W,R 9/23-10/21 8 a.m.-3:30 p.m.
- Meet in the lobby on first day of class.
- CRN#: 24566 13 Sessions M,W,R 9/23-10/21 8 a.m.-12:15 p.m. (10/21 only)

**CNA Clinical at Brooke Grove Rehabilitation/Nursing Facility**
- CRN#: 24574 9 Sessions M,W,R 10/23-11/11 8 a.m.-3:30 p.m.
- CRN#: 24574 9 Sessions M,W,R 10/23-11/11 8 a.m.-12:15 p.m. (11/11 only)

**CNA Classroom at Takoma Park/Silver Spring Campus**

**CNA Clinical at Arcola Health and Rehabilitation Center**
- CRN#: 24573 12 Sessions M,W,F 11/13-12/11 7 a.m.-4 p.m. (F)

You must wear uniforms on first day

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.

**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 through 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. Additional requirements for class entry may be required. Please visit us online for more information. This is also a requirement to take the GNA examination. TWA

**Course: AHT240 10 Hours $115 + $50 fee = $165; NMR add $120**

**Takoma Park/Silver Spring Campus**
- CRN#: 24575 1 Session R 9/12 8 a.m.-6:30 p.m.
- CRN#: 24575 1 Session R 10/17 8 a.m.-6:30 p.m.
- CRN#: 24577 1 Session R 11/14 8 a.m.-6:30 p.m.
- CRN#: 24578 1 Session R 12/12 8 a.m.-6:30 p.m.

**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, TTap, 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**

**Shady Grove Hospital**
- CRN#: 25255 22 Sessions T,R,U 9/15-11/3 5:30-9:45 p.m. (T,R) 12:30-4:45 p.m. (U)

Students meet at TP/SS campus, Health Sciences Bldg on Sundays
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
Original price: $770 + $150 fee = $920; NMR add $400

Shady Grove Hospital
CRN#: 25266 12 Sessions T,R,U
11/5-12/5 5:30-9:45 p.m.(T,R)
7:30 a.m.-4:30 p.m.(U)

No class 11/28-12/1

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 an 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 canceled due to insufficient enrollment. Wear comfortable clothes and bring a towel or blanket for CPR practice. TWA

Course: CPR007 6 Hours
Original price: $62 + $40 fee = $102; NMR add $120

Gaithersburg Business Training Center
CRN#: 24699 1 Session S
9/21 10 a.m.-1 p.m.
CRN#: 24696 1 Session F
11/8 9 a.m.-12 p.m.

Takoma Park/Silver Spring Campus
CRN#: 24698 1 Session R
10/24 1-4 p.m.
CRN#: 24697 1 Session R
12/19 1-4 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 canceled due to insufficient enrollment. Wear comfortable clothes and bring a towel or blanket for CPR practice. TWA

Course: CPR093 3 Hours
Original price: $35 + $30 fee = $65; NMR add $50

Gaithersburg Business Training Center
CRN#: 24699 1 Session S
9/21 10 a.m.-1 p.m.
CRN#: 24696 1 Session F
11/8 9 a.m.-12 p.m.

Takoma Park/Silver Spring Campus
CRN#: 24698 1 Session R
10/24 1-4 p.m.
CRN#: 24697 1 Session R
12/19 1-4 p.m.

BLS (Healthcare Provider) CPR Renewal

This course is a training update for BLS Providers who are in possession of an unexpired BLS Provider certification. You must present your unexpired American Heart Association BLS certificate card for admission to the class. This course reviews all of the skills learned in the BLS CPR course. You will receive an email link to access the American Heart Association BLS (Healthcare Provider) to print your CPR 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. 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 instructors control. Courses may be canceled due to insufficient enrollment. Wear comfortable clothes and bring a towel or blanket for CPR practice. TWA

Course: CPR093 3 Hours
Original price: $35 + $30 fee = $65; NMR add $50

NURSING HEALTH CAREER TRAINING ADVANCEMENT

Transition to Acute Care Training for Professional Healthcare Workers ▲

This course is designed for RNs, Pharmacology Techs, Radiology Techs, Surgical Techs, and Ultrasound Techs to ease into the transition roles of working in sub-acute and long-term facilities, acute care hospitals, urgent care and surgical centers. Professional topics will include scope of practice, professional practice, organization and prioritization, delegation, risk management, and inter-professional collaboration. Transition topics will include shift assessment and ISBAR reporting, IPASS, and TEAMSTEPPS Communication process to improve practice. Simulation and Task Training will include medication safety, IV insertion/use of intravenous infusion pump, central venous catheter blood draws/flushes/ dressing changes and patient assessment. After successful completion of this course, you will receive an achievement award from Montgomery College and be eligible to apply for the Transition to Professional Acute Healthcare Practice certification through the American Nurses Association. TWA

Course: NUR075 100 Hours
Original price: $1,060 + $420 fee = $1,480; NMR add $650

Takoma Park/Silver Spring Campus
CRN#: 25257 10 Sessions S
9/7-11/9 8 a.m.-6:30 p.m.

NURSING REFRESHER

Mandatory Orientation Session for Nurse Refresher (Blended)

August 6 • 6-7:15 p.m.
Montgomery College,
Takoma Park/Silver Spring Campus
Health Science Center Room 124
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 Classroom ▲

This course is designed for RNs and LPNs who desire to maintain or re-establish their active license to reenter the nursing field. Nursing experts will present topics to review systems anatomy and physiology, major disease pathology, current treatment strategies and legal issues, pharmacology, physical assessment, nursing process, documentation, current trends, and end-of-life issues. You must register for Nursing Lab (NUR023) and Nusing Clinical (NUR007). TWA

Course: NUR075 100 Hours
Original price: $1,235 + $235 fee = $1,470; NMR add $650

Takoma Park/Silver Spring Campus
CRN#: 25255 18 Sessions M,W,S
9/16-10/28 5-9:15 p.m.(M,W)
8 a.m.-5 p.m.(S)
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, customer care, 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
Tokama Park/Silver Spring Campus
CRN#: 25251 1 Session  S
11/2 8 a.m.-5 p.m.
Students must enroll in this lab for those taking NUR057
CRN#: 25252 2 Sessions  T,R
11/5-11/7 5:30-9:45 p.m.
Students must enroll in this lab for NUR069

Nursing Refresher: Clinical ▲
Practicing nurse experts supervise your 60 hours of clinical experience in medical-surgical nursing, which includes patient assignments, team work, completing daily documentation and lab, 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 titer). If blood titer 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 titters 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 B 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 titters must have date blood was drawn as well as test results.
3. Tuberculin Skin Test: ( Mantoux Tuberculin test) within 9 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#: 25248 5 Sessions  S
11/2-12/1 6 a.m.-6:30 p.m.
No class 11/30
Students must enroll in NUR057
Holy Cross Hospital—Silver Spring
CRN#: 25247 12 Sessions  M,W
11/4-12/11 6-11:15 p.m.
Students must enroll in NUR057
CRN#: 25249 11 Session  W,R
11/13-12/19 5:03-11 p.m.
No class 11/28
Students must enroll in NUR069

Online Nurse Refresher Course ▲
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 mandatory 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
Tokama Park/Silver Spring Campus
CRN#: 25254 3 Sessions  W
9/23-11/3 5:30-9:45 p.m.
RN Case Manager/Delegating Nurse Training for Assisted Living
This 16-hour course, approved by the Maryland Board of Nursing, provides a basic foundation for nursing practice of the registered nurse who delegates nursing functions in the assisted living setting, including medication administration, and who teaches medication administration to the medication technician in assisted living. Topics to be covered include history of assisted living programs; regulations governing CM/DN practice; overview of CM/DN role and responsibilities; teaching medication administration to the medication technician; case management principles; delegation of nursing practice; communication; adult learning principles; and legal, ethical, and business issues. TWA
Course: NUR014 16 Hours $290 + $85 fee = $375; NMR add $160
Tokama Park/Silver Spring Campus
CRN#: 25250 2 Sessions  S
10/5/10/12 7:30 a.m.-4 p.m.

Wellness
Massage Therapy: Basic Fundamentals
Learn the fundamentals of Swedish massage, including at least five hands-on techniques. Explore credentialing and licensing requirements for massage therapy careers in the state of Maryland. Wear comfortable clothing; bring a pair of shorts, a short-sleeved shirt, and your favorite oils and lotions to each class. (You will remain fully clothed during massage practice sessions.) Mats will be provided. TWA
Course: WEL021 16 Hours $160 + $60 fee = $220; NMR add $140
Germantown Campus
CRN#: 25431 4 Sessions  S
9/28-10/19 9 a.m.-1 p.m.

Massage Therapy: Basic Fundamentals Part II
This course is designed to increase your knowledge of the basic therapeutic massage techniques acquired in the Basic Fundamentals of Therapeutic Massage Part I. More emphasis is spent on the areas of the human body that generally require more therapeutic massage work, i.e. hands, feet, shoulders and back. Learn some basic reflexology. Learn the anatomy of the human body in more detail. Receive a one-hour massage session in each class. What a wonderful way to end a busy work week! This noncredit course does not meet the licensing requirements of the State of Maryland, Commonwealth of Virginia, or District of Columbia, and completion of this course does not allow the student to sit for the national massage therapy exams; nor does this course permit students to practice therapeutic massage for compensation in any of those three states. The course is designed to teach how to safely and effectively create a basic therapeutic massage session for friends and family members. Further assistance is offered for those who wish to learn more about becoming licensed in the State of Maryland, Commonwealth of Virginia and District of Columbia. Students remain fully clothed; shorts and t-shirts are permitted but not required. TWA
Course: WEL066 16 Hours $160 + $60 fee = $220; NMR add $140
Germantown Campus
CRN#: 25432 4 Sessions  S
10/26-11/16 9 a.m.-1 p.m.
**HOSPITALITY: FOOD SAFETY AND EVENT MANAGEMENT**

**Case Study in Event Management Forum**
Explore the nuances of planning and executing an event through your participation in the case study method. Evaluate the risks associated with the case event and incorporate troubleshooting strategies and contingency plans. Prerequisite: You should have basic knowledge of the event-development and budgeting process, market segmentation, and promotion tools. TWA

*Course: HOS044 9 Hours*
$80 + $85 fee = $165; NMR add $120

**Rockville Campus**
CRN#: 24843 3 Sessions M,W 10/28-11/4 6-9 p.m.

**Event Experience Management CE Certificate: Cohort**
EMC seekers must register for this section to be prepared, supported, and recognized as a participant in our amazing Event Management C.E. Certificate program! Cohort participants will identify certificate program expectations and learn of the virtual event management portfolio instructions. Successful EMC graduates will be recognized at a graduation event and presented with Event Management C.E. Certificate. There are 4 core Hospitality and Event Management courses and one elective course required for this program. Core courses must be taken in the following order:
- Introduction to Event Management
- Event Operation
- Event Marketing
- Event Management Internship Program (EMIP)

**Event Manager Internship Program (EMIP)**
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

**Distance Learning**
CRN#: 24849 10/1-12/15

**Event Marketing**
Learn about market segmentation, market analysis, strategy, and advertising tools. Examine how to promote events and how to use these events to promote products, services, and causes. TWA

*Course: HOS047 12 Hours*
$109 + $120 fee = $229; NMR add $140

**Rockville Campus**
CRN#: 24844 4 Sessions M,W 10/14-10/23 6-9 p.m.

**Event Operation**
Identify the steps and familiarize yourself with the process of event production. Acquire the successful concepts employed to produce content for live experience. TWA

*Course: HOS030 12 Hours*
$109 + $120 fee = $229; NMR add $140

**Rockville Campus**
CRN#: 24839 4 Sessions M,W 9/23-10/2 6-9 p.m.

**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 and obtain strategies for controlling and managing the risks associated with food allergens. Exam, answer sheet, workbook, and Allergen Awareness certificate, if exam is passed, are included in the fee. TWA

*Course: HOS053 4 Hours*
$90 + $99 fee = $189; NMR add $120

**Gaithersburg Business Training Center**
CRN#: 24848 1 Session S 12/7 12-4 p.m.

**Germantown Campus**
CRN#: 24847 1 Session M 9/16 5-9 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 $30

**Rockville Campus**
CRN#: 24835 1 Session S 9/7 9-11 a.m.

**Westfield South**
CRN#: 24836 1 Session M 11/18 9-11 a.m.

**MORE FALL CLASSES JUST ADDED!**

**Event Management Employment Prep**
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: HOS058 CRN#: 24985*
12/4-12/11 M,W 6-9 p.m.

**Rockville Campus**
CRN#: 24985 Rockville Campus

**Event Staffing**
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: HOS056 CRN#: 24986*
11/18-11/22 M,W,F 9 a.m.-1 p.m.

**Rockville Campus**
CRN#: 24986 Rockville Campus

** Meetings, Conferences & Protocols**
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: HOS061 CRN#: 24988*
11/18-11/25 M,W 5-9 p.m.

**Rockville Campus**
CRN#: 24988 Rockville Campus

For more details including descriptions and pricing, visit us online.

[WD&CE Fall 2019 Noncredit Courses](#)
### HOSPITALITY—INCOME TAX

**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

<table>
<thead>
<tr>
<th>Course</th>
<th>CRN#</th>
<th>Session Type</th>
<th>Days</th>
<th>Time</th>
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<tbody>
<tr>
<td>HOS013</td>
<td>24837</td>
<td>2 Sessions</td>
<td>T</td>
<td>10/1-10/8 9 a.m.-5 p.m.</td>
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<tr>
<td>HOS013</td>
<td>24838</td>
<td>4 Sessions</td>
<td>T,R</td>
<td>11/5-11/14 5-9 p.m.</td>
</tr>
</tbody>
</table>

**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, ServSafe offers updates to the Food Manager curricula to keep up with ongoing food safety management. Students registering for this exam must have already completed the approved 16 hour Food Service Certification course and have a renewable/unexpired 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

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<tr>
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<tr>
<td>HOS049</td>
<td>24845</td>
<td>2 Sessions</td>
<td>M,R</td>
<td>9/9-9/12 5-9 p.m.</td>
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<tr>
<td>HOS049</td>
<td>24846</td>
<td>3 Sessions</td>
<td>F</td>
<td>9/6-9/20 9 a.m.-5 p.m. (9/6-9/13) 9 a.m.-12 p.m. (9/20 only)</td>
</tr>
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</table>

### INCOME TAX

**Income Tax Preparation**

Gain a new skill to use part time or full time! This comprehensive course covers the basics of preparing most individual tax returns filed with the IRS including short forms 1040EZ and 1040A, basic itemized returns, and more complicated long forms. The course also covers the basics of preparing Maryland form 502. This course is only offered during the fall semester. You must purchase textbook(s)/materials and bring them to the first class. TWA

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<tr>
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<tr>
<td>TAX003</td>
<td>25334</td>
<td>9 Sessions</td>
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<td>9/21-11/16 9:30 a.m.-4:30 p.m.</td>
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<tr>
<td>TAX003</td>
<td>25338</td>
<td>9 Sessions</td>
<td>S</td>
<td>9/21-11/16 9:30 a.m.-4:30 p.m.</td>
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</tbody>
</table>

**Individual Tax Preparer Exam Test Prep**

Are you interested in becoming an individual tax preparer in Maryland? This continuing education course provides you with the information needed to successfully pass the Maryland Tax Preparers Examination. Topics include current tax year form 1040 series, related schedules and Maryland form 502. You must purchase textbook(s)/materials and bring them to the first class. TWA

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<tbody>
<tr>
<td>TAX007</td>
<td>25339</td>
<td>1 Session</td>
<td>F</td>
<td>12/20 1-5 p.m.</td>
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<tr>
<td>TAX007</td>
<td>25345</td>
<td>1 Session</td>
<td>F</td>
<td>11/1-11/15 9 a.m.-5 p.m. (11/1-11/8) 9 a.m.-12 p.m. (11/15 only)</td>
</tr>
</tbody>
</table>

**Maryland Individual Tax Preparer Continuing Education**

This course provides continuing professional education to Maryland Individual Tax Preparers. The course includes three hours of tax law update, two hours of ethics, two hours of Maryland tax law topics and 10 hours of federal tax law topics. Students will need to bring the Preparer Tax Identification Number (PTIN) to class to receive IRS CE credit. IRS CE credit is awarded for the calendar year that the course is completed. You must purchase textbook(s)/materials and bring them to the first class. TWA

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<th>Time</th>
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<tbody>
<tr>
<td>TAX006</td>
<td>25339</td>
<td>3 Sessions</td>
<td>F</td>
<td>9/6-9/20 9 a.m.-5 p.m. (9/6-9/13) 9 a.m.-12 p.m. (9/20 only)</td>
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</tbody>
</table>

### 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

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<th>Time</th>
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<tbody>
<tr>
<td>TAX008</td>
<td>25346</td>
<td>10 Sessions</td>
<td>T,R</td>
<td>10/1-10/31 6-9 p.m.</td>
</tr>
</tbody>
</table>

### 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

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<tr>
<td>TAX008</td>
<td>25350</td>
<td>1 Session</td>
<td>F</td>
<td>9/27 9 a.m.-6 p.m.</td>
</tr>
<tr>
<td>TAX008</td>
<td>25353</td>
<td>1 Session</td>
<td>F</td>
<td>10/25 9 a.m.-6 p.m.</td>
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</tbody>
</table>

**Rockville Campus**

- CRN#: 25343 3 Sessions F 10/4-10/18 9 a.m.-5 p.m. (10/4-10/11) 9 a.m.-12 p.m. (10/18 only) 9 a.m.-5 p.m. (10/18 only)
- CRN#: 25345 3 Sessions F 11/1-11/15 9 a.m.-5 p.m. (11/1-11/8) 9 a.m.-12 p.m. (11/15 only)

**Gaithersburg Business Training Center**

- CRN#: 25350 1 Session F 9/27 9 a.m.-6 p.m.
- CRN#: 25353 1 Session F 10/25 9 a.m.-6 p.m.
- CRN#: 25358 1 Session F 11/22 9 a.m.-6 p.m.
CERTIFICACIÓN PARA MANIPULACIÓN DE ALIMENTOS EN ESPAÑOL

Certificación para Manipulación de Alimentos (Food Safety)
Este curso incluye las 15 horas requeridas por el Departamento de Salud y 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 7ta 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, solo el derecho de admisión.

Course: HBI191 16 Hours
$85 + $105 fee = $190; NMR add $120

Westfield South
CRN#: 24777 1 Session S
10/5 9 a.m.-2:30 p.m.

Contabilidad Computarizada (QuickBooks)
Esta clase está diseñada para estudiantes que desean usar el programa financiero de QuickBooks para procesar la información contable y aplicar los conceptos básicos de la contabilidad en la administración de pequeñas empresas. Se requiere conocimientos de contabilidad así como conocimiento básico de computadoras: manejo y copiado de archivos; creación de carpetas o directorios. El curso incluye los siguientes temas: presupuestos, facturas, recibos de venta, pagos con cheque o tarjeta de crédito, reconciliación bancaria y de cuentas, impuestos, nomina de pago, etc. El estudiante necesita un USB Flash Drive/memory stick, provisto. Las personas mayores de 60 años no pagan la matrícula, solo el derecho de admisión.

Course: HBI153 18 Hours
$100 + $150 fee = $250; NMR add $140

Rockville Campus
CRN#: 24776 6 Sessions M,W,F
9/9-9/20 6-9 p.m.

Computación para el trabajo de oficina
Este curso está diseñado como una herramienta imprescindible para desarrollar habilidades básicas para el trabajo de oficina, al igual que para el manejo efectivo de un negocio. El curso está compuesto de 6 módulos: Microsoft Word, fundamentos básicos de Excel (hojas de cálculo), uso eficiente de internet, fundamentos básicos de PowerPoint, uso eficiente de comunicaciones electrónicas y manejo y almacenamiento de archivos tanto en el disco duro como en el web.

Course: HBI202 24 Hours
$80 + $125 fee = $205; NMR add $140

Rockville Campus
CRN#: 24812 6 Sessions S
10/19-11/23 9 a.m.-1 p.m.

Westfield South
CRN#: 24813 6 Sessions W,F
10/2-10/18 1-5 p.m.
CONSTRUCCIÓN

Instalación y diseño de paneles solares (Fotovoltaico PV) I (HBI177) CRN# 15215
8/15-9/5
See page 95 for textbook information.           See page 96 for room information.

Instalación y diseño de paneles solares (Fotovoltaico PV) II
Este curso analiza los diferentes artefactos que hacen parte de un sistema fotovoltaico, su estructura y función (Baterías, Controladores de carga, Inversores). Determinación de la capacidad de los conductores eléctricos necesarios para efectuar la instalación eléctrica de cada uno de los componentes del sistema. Las personas mayores de 60 años no pagan la matrícula, sólo el derecho de admisión.
Course: HBI178 20 Hours $100 + $185 fee = $285; NMR add $140
Rockville Campus CRN#: 24761 7 Sessions  R,S 9/12-10/3 6:30-9:45 p.m.(S - 9/14-9/28)

Instalación y diseño de paneles solares (Fotovoltaico PV) III
El estudiante aprenderá a realizar los cálculos de carga para sistemas fotovoltaicos. Este curso cubre la práctica de este entrenamiento y se usará el laboratorio para efectuar las prácticas de instalación de paneles solares. Las personas mayores de 60 años no pagan la matrícula, sólo el derecho de admisión.
Course: HBI188 10 Hours $30 + $95 fee = $125; NMR add $120
Rockville Campus CRN#: 24762 2 Sessions  S 10/12-10/19 1-6 p.m.

Introduction to Construction Estimating
Este es un curso bilingüe de español e inglés para enseñar habilidades básicas en la estimación de la construcción. El curso familiarizará a los estudiantes con la metodología para desarrollar habilidades de estimación para proporcionar propuestas de construcción. This is a Bilingual, Spanish/English course designed to teach basic skills in construction estimation. The course will familiarize the students with the methodology to develop estimating skills to provide construction proposals. TWA
Course: HBI208 30 Hours $99 + $90 fee = $189; NMR add $120
Rockville Campus CRN#: 24815 10 Sessions  M,R 10/21-11/21 6-9 p.m.

Preparación para el examen de "Home Improvement"
Este curso está diseñado para ayudarle en la preparación del examen requerido por el estado de Maryland para obtener la licencia de remodelación de casas. El manual del curso y el examen se ofrecen ahora en español. El estudiante obtendrá conocimientos de las leyes de remodelación de casas, leyes laborales y regulaciones de seguridad en el trabajo que rigen en Maryland. También se verá el pago de salarios, derechos y obligaciones del propietario y del contratista y otros temas que rigen la remodelación de casas. Los estudiantes deberán adquirir el manual: Guía NASCLA sobre finanzas, legislación y gestión de proyectos para contratistas Maryland, 6ta edición a través de psionlinestore.com. Las personas mayores de 60 años no pagan la matrícula, sólo el derecho de admisión.
Course: HBI195 30 Hours $95 + $205 fee = $300; NMR add $160
Rockville Campus CRN#: 24785 7 Sessions  S 10/26-12/14 0-0 No class 11/30

Preparación para el medio laboral
Aprenda estrategias efectivas para la búsqueda de empleo! El estudiante diseñará su perfil profesional y elaborará su Curriculum Vitae (Hojita de Vida). También se enseñará a usar LinkedIn y otros medios sociales como herramientas y estrategias para promover su perfil profesional en el mercado laboral. Pre-requisitos: Inglés Básico-Intermedio y saber usar la computadora. Este curso se enseñará en español y está dirigido a asistir personas cuyo idioma principal es el español, y que necesitan aprender a desarrollar estrategias para la búsqueda de empleo.TWA
Course: HBI166 9 Hours $75 + $54 fee = $129; NMR add $120
Gaithersburg Business Training Center CRN#: 24811 7 Sessions  M,W,F 11/4-11/18 6-9 p.m.

Interior Design

Electricidad Residencial!
Conocer los fundamentos básicos de la electricidad, desde un enfoque teórico que va de la generación, hasta el uso en las instalaciones eléctricas residenciales. El estudiante deberá estar en capacidad de efectuar instalaciones eléctricas básicas a través de las prácticas desarrolladas en el aula-taller. Entrenamiento 80 horas. Electricidad I, II, III, IV
Fridays: 6:30-9 p.m., Saturdays: 8:30 a.m.–1 p.m.
September 27 to December 22;
(Diciembre 7 y 14, 8:30 a.m.–5 p.m.)
HBI-134, HBI-135, HBI-136, HBI-137

NUEVOS CLASES

El ABC de comenzar un negocio
Las estadísticas demuestran que los negocios fracasan en los primeros 2 años ocasionando la pérdida de la inversión y el ahorro familiar. Ésto se debe, en gran parte, a la falta de entrenamiento y conocimientos adecuados. Este curso diseñado para aquellas personas que desean comenzar un negocio o están en las etapas iniciales de un emprendimiento, explicará los pasos adecuados para comenzar exitosamente. En el curso se analizarán las herramientas para definir la idea comercial y el mercado al cual se debe orientar. También se estudiarán las diferentes estructuras legales, los pasos para registrar su empresa, licencias, seguros, impuestos y conceptos básicos para llevar la contabilidad. Incluye además, temas de publicidad, mercado y venta usando las redes sociales. Las personas mayores de 60 años no pagan la matrícula, sólo el derecho de admisión.
Course: HBI201 21 Hours $80 + $140 fee = $220; NMR add $140
Gaithersburg Business Training Center CRN#: 24984 2 Sessions  S 10/12-10/19 9 a.m.-4 p.m.

Westfield South CRN#: 24810 7 Sessions  T,R 9/10-10/1 1-4 p.m.

INTERIOR DESIGN

The following Interior Design classes are co-listed. For more information on these classes please contact Chantal Vilmar at chantal.vilmar@montgomerycollege.edu.

Interior Design I a
Learn the basics of interior design—space planning, color, furniture, lighting, and textiles. Basic drafting and scale will be taught as well as 2D and 3D presentation methods. Projects will explore residential, kitchen and commercial design. TWA
Course: TCG503 75 Hours $396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus CRN#: 25351 62 Sessions  T,R 9/3-12/19 9-9:50 a.m.
No class 11/28 10-11:40 a.m.

For more fall semester Interior Design classes, visit us online! www.montgomerycollege.edu/wdce
**LIFE SCIENCE**

**LIFE SCIENCES LEADERSHIP**

**Clinical Trial Project Management**

Increase your skills needed to lead domestic and global clinical trials for optimal performance. This 39-hour course will cover drug development and the regulatory process, clinical trial application and protocol, Project Management, Good Clinical Practices (GCP), Human Subject Protection (HSP) and informed consent, clinical trials monitoring, adverse event management, statistical design, and data management. Work as a team and apply techniques learned in the class for developing respective project plans that will be presented on the last week of class. You will be engaged by our subject matter experts who will be presenting the course in a dynamic and interactive manner. TWA

**Course:** MGT392 39 Hours
$410 + $445 fee = $855; NMR add $400

**Germantown Campus**
CRN#: 25228 13 Sessions S 9/14-12/14 9 a.m.-12 p.m.
No class 11/30

**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. Adults of any age can take these classes. Adults over 60 may qualify for tuition waiver. For more information, please visit: www.montgomerycollege.edu/lifelonglearning

**ARCHAEOLOGY AND WORLD CULTURES**

**A Taste of History: Sugar**

This class is about a socio-historical legacy of sugar—with a delicious emphasis on eating it, drinking it, and the appreciation of both. Explore the history of sugar cane cultivation, the present day state of the global sugar industry, and the diverse cultural constructions surrounding it. Analyze how sugar has been used in various ways to symbolize, reinforce, and occasionally challenge cultural values, social norms, and political realities. Learn about the emergence of an anti-sugar food movement and examine the role sugar played in culture, industrialization, local and international politics, as well as racial and ethnic differences. Discuss sugar’s position in popular culture and globalization. TWA

**Course:** LLI422 8 Hours
$65 + $79 fee = $144; NMR add $120

**Rockville Campus**
CRN#: 25620 4 Sessions M 11/11-12/2 2-4 p.m.

**America's First National Park—Yellowstone**

In 1872, President Ulysses S. Grant signed legislation protecting Yellowstone as a public park, creating the first national park in the U.S. Join your instructor, a 36-year career National Park Service employee, to explore the well and lesser-known history of Yellowstone National Park. Examine the truth and myths of hot springs, petrified trees, and geysers, including Old Faithful. Discuss the U.S. Army’s management of the park prior to the founding of the National Park Service in 1916. Analyze the challenges in maintaining this scenic wonder in the face of growing tourism, demands of energy exploration, climate change, and fire. Discuss the best way to see the park. TWA

**Course:** LLI451 8 Hours
$20 + $79 fee = $99; NMR add $50

**Germantown Campus**
CRN#: 25643 4 Sessions R 10/17-11/7 1:30-3:30 p.m.

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

Ever wonder when people first came to Montgomery County and what their lives were like? Join the Montgomery College archaeologist for a first-hand look at remains from the last 12,000 years found at local prehistoric sites. After the first in-class meeting, you will have lectures on locations of historic sites including historic farms, taverns, or civil war sites and prehistoric camps, quarries, rock shelters, and Indian villages. Note: There is walking involved. TWA

**Course:** LLI668 15 Hours
$75 + $97 fee = $172; NMR add $120

**Rockville Campus**
CRN#: 25686 5 Sessions M 9/23-10/28 1-4 p.m.
No class 9/30

**Introduction to Archaeology**

This course is an introduction to the discipline of archaeology. Learn how this discipline emerged slowly from explorations of ancient cultures to the science that it is today with accurate dating, archaeological data excavated with precision, theories that guide interpretation, and ethical concerns. The course also includes a survey of global prehistoric archaeological cultures and globally. Examine current issues of global responsibility. Note: You will be joining credit students in this co-listed credit class. TWA

**Course:** LLI802 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20

**Germantown Campus**
CRN#: 25665 29 Sessions T,R 9/10-12/19 12:30-1:55 p.m.
No class 11/28

**Germantown Campus**
CRN#: 25666 29 Sessions T,R 9/10-12/19 11 a.m.-12:25 p.m.
No class 11/28

**Ashkenaz: The Jews of Eastern Europe**

This course presents an overview of the history of the Jews of Eastern Europe from the time of their arrival in the Middle Ages to the contemporary period. Examine how, when, and with what experience Jews arrived in Eastern Europe where they initially found refuge. Explore the cultural, religious, and political impact of the medieval golden age on these Jewish communities. Examine the age of Enlightened Absolutism in the 18th century, which held out the possibility of emancipating the Jews of Eastern and Central Europe. Focus on the developments of the 19th and 20th centuries, a period intimately tied up with modernity and nationalism. Explore the historic, religious, political, and artistic heritage of Ashkenazi Judaism. TWA

**Course:** LLI421 12 Hours
$95 + $92 fee = $187; NMR add $120

**Gaithersburg Business Training Center**
CRN#: 25619 6 Sessions R 10/31-12/12 10:30 a.m.-12:30 p.m.
No class 11/28

**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.

**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.
The City We Knew: Life and Times in New York

Class Content: 1960 - 2000
Explore how New York redefined urban life. Look at how the city slid and then recovered from the depths of its financial and political crisis during the 1970s and ’80s. Discuss the roots of the city’s financial crisis and how it was solved. Analyze the role of the mayors of the period: Lindsay, Beame, Dinkins, Giuliani, and Bloomberg. Discuss the city’s vibrant cultural life, demographics, and neighborhoods. Analyze the city’s strengths and problems. TWA
Course: LLI450 8 Hours
$24 + $75 fee = $99; NMR add $50
Rockville Campus
CRN#: 25642 4 Sessions W 11/6-12/4 6:30-8:30 p.m.
No class 11/27

The Kingdom of Saudi Arabia
Explore the historical, regional, political, and geostrategic context for the current situation in Saudi Arabia. Discuss the politics of the Arabian peninsula and that of America’s role in it. Compare the American alliance with Saudi Arabia during the Cold War and after 9/11. Analyze the twin pillars of the Kingdom’s century of stability: the Al Saud family and the discovery of oil. Learn about the familial rivalries at the heart of the current crisis. Examine how the U.S. - Saudi alliance moves forward. TWA
Course: LLI364 10 Hours
$31 + $79 fee = $110; NMR add $120
Rockville Campus
CRN#: 25609 5 Sessions M 10/7-11/4 6:30-8:30 p.m.

The Rocky Mountains of Canada and the United States
60 million years ago, the Rocky Mountains stretched from British Columbia, Canada south to the Rio Grande in New Mexico and reached heights of 20,000 feet. As those 60 million years passed, erosion caused by wind, rain, snow, and most importantly, glaciation stripped away the steep rocks, revealing the ancestral rocks beneath, which formed the current landscape of the Rockies. Join your instructor, a 36-year career National Park Service employee, to discuss the well and lesser-known parks of the Rocky Mountains. Explore the challenges of maintaining these scenic wonders in the face of growing tourism, demands of energy exploration, climate change, and wildland fire. Engage in active learning through classroom, multi-media presentations, and discussions. TWA
Course: LLI348 8 Hours
$20 + $79 fee = $99; NMR add $50
Rockville Campus
CRN#: 25602 4 Sessions T 10/29-11/19 6:30-8:30 p.m.

Oils and Acrylics I—Introduction
Explore shapes, shading, and perspective beginning with basic instruction. Painting in oil or acrylic from still life and photographs, learn composition, shading texture by blending colors, and using different brush strokes to create an individual style. Bring a #2 pencil, a 12-inch ruler, and two sheets of 11x14-inch paper to first class. Supply list is available on the LLI website. TWA
Course: LLI653 12 Hours
$89 + $89 fee = $178; NMR add $120
Rockville Campus
CRN#: 25682 6 Sessions M 9/23-11/4 2:15-4:15 p.m.
No class 9/30

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 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. Create a small hand-made quilt featuring a variety of blocks complete with borders and binding. 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 basting, 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 + $89 fee = $154; NMR add $120
Rockville Campus
CRN#: 25584 6 Sessions T 10/1-11/5 10:30 a.m.-12:30 p.m.

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. Learn 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
Rockville Campus
CRN#: 25565 6 Sessions R 9/19-12/24 10:30 a.m.-12:30 p.m.
CRN#: 25683 6 Sessions T 10/15-11/19 6:30-8:30 p.m.

Art Supply List!
Material lists for LLI Art classes are available at http://cms.montgomerycollege.edu/wdce/ce/lifelonglearning/artsupplies.html

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

In this studio art course, you will examine how the brain looks at new ways of creating art. With hands-on art projects, learn how to break up images into parts and then rearrange them to create a new image (deconstructionism), or how to associate colors with objects and moments and use color based on emotion (abstract expressionism). Practice pulling images from dreams and the unconscious and placing them in a new environment (surrealism). Projects will focus on how to reduce a picture into basic shapes, reinterpret shapes, colors, and arrangements mimicking the art of Kandinsky, Dali, Picasso, Rothko, Newman, Newman, Magritte and other contemporary artists. Acrylics, watercolors, and mixed media will be used. Supply list is available on the LLI website.

TWA

Course: LLI147
2 Hours
$10 + $10 fee = $20; NMR add $30

Kentlands Clubhouse
CRN#: 25640 1 Session
9/12-9/29 1-3 p.m.
485 Tschiffely Square Rd, Gaithersburg, MD 20878

Henri de Toulouse-Lautrec and the Belle Époque

Henri de Toulouse-Lautrec (1864-1901), a representative of the Post-Impressionist and Art Nouveau movements of the second half of the nineteenth century is most famous for his scenes of the Parisian cabarets and café-concerts. A thoroughly modern entertainment scene of the Parisian cabarets and café-concerts.

How to Decipher Paintings I

How to Decipher Paintings II

History of Fashion: Revolutionary Design

A fashion revolution was experienced during the 18th and 19th centuries that is still influencing modern designers. European and American costumes were influenced by the changing political and cultural events, and the changing aesthetics from baroque styles to the classically inspired. Explore the emergence of European silk designers and the influence of aesthetic style on fashion and textiles. Discuss how fashion was influenced by the political and philosophical revolutions. Analyze how the trade with Eastern cultures transformed fashion and the ramifications for the Western market. Discuss modern designers' use of eighteenth century fashion plates and costumes for their collections’ inspiration.

TWA

Course: LLI442
8 Hours
$30 + $69 fee = $99; NMR add $50

Rockville Campus
CRN#: 25635 6 Sessions
10/17-11/21 6:30-8:30 p.m.

$89 + $89 fee = $178; NMR add $120

Rockville Campus
CRN#: 25630 6 Sessions
10/17-11/21 6:30-8:30 p.m.

$65 + $89 fee = $154; NMR add $120

Rockville Campus
CRN#: 25688 8 Sessions
9/27-11/15 10 a.m.-12:30 p.m.

$55 + $79 fee = $134; NMR add $120

Rockville Campus
CRN#: 25675 5 Sessions
9/18-10/30 1:30-3:30 p.m.

$30 + $69 fee = $99; NMR add $50

No class 10/24

No class 10/9, 10/23

Salesforce Business Training Center
CRN#: 25583 5 Sessions
10/29-11/26 1:30-3:30 p.m.

How to Decipher Paintings

Byzantine-Renaissance-Baroque

What makes paintings timeless? Do you want to understand paintings on a more profound level? This course will help you appreciate the language of paintings, understand the meaning behind symbols, identify focal points, and recognize cultural and historical elements in different paintings. Explore visual elements: line, shape, tone, color, patterns, texture, and form, and see how artists utilize these elements to express their ideas.

Course: LLI957
10 Hours
$55 + $79 fee = $134; NMR add $120

Westfield South
CRN#: 25677 5 Sessions
10/3-11/7 1:30-3:30 p.m.

No class 10/24

How to Decipher Paintings: Artists of Renaissance Venice

This survey of Venetian art during the sixteenth century will provide an introduction to the most significant developments in painting created in Venice during the Italian Renaissance. Explore the most celebrated painters of the period that worked in the city: Bellini, Giorgione, Titian, Veronese, Tintoretto, and Lotto and discuss their most important works. Examine the Venetian innovations in style and technique; the rise of secular genres, such as landscape, female nudes, and portraits; and the subjects of music, love, and mortality. Engage visual analysis to understand the artists’ style and composition. Focus on the historic context to decipher the iconography by seeing each painting as a product of its culture.

Course: LLI423
10 Hours
$55 + $79 fee = $134; NMR add $120

Rockville Campus
CRN#: 25621 5 Sessions
10/23-11/7 1:30-3:30 p.m.

No class 10/9, 10/23

How to Decipher Paintings III

From the Barbizon Art School to Abstract Expressionism

Explore the history of art from the Barbizon Art School to Abstract Expressionism with the emphasis on European paintings. Discuss the movements of the Barbizon Art School, Post-Impressionism, Expressionism, Constructivism, Surrealism, and Abstract Expressionism. Learn how to read an artistic style by explaining its historical setting and objectives. Decipher the most important works of the period in the context of their culture.

Course: LLI219
10 Hours
$55 + $79 fee = $134; NMR add $120

Gaithersburg Business Training Center
CRN#: 25583 5 Sessions
10/29-11/26 1:30-3:30 p.m.
**Lifelong Learning Inst.**

240-567-5188   www.montgomerycollege.edu/wdce

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**Paintings and Private Lives of the Impressionists**

Today we think of Impressionism as one of the most popular movements in art history, but that was not always the case. The young men and women who entered the rigid 19th century art world were outliers. With bravery and tenacity, they were determined to make art on their own terms, and the art world would never be the same. Discuss the personal lives of the artists: loves, losses, friendships, successes and failures. Examine the changes taking place in France that contributed to the development of the movement. Analyze the differences between the Impressionists and French establishment. Learn about the artists who paved the path for Impressionism and their methods, materials, and use of color. TWA

**Course:** LLI436  
**4 Hours**  
$45 + $59 fee = $104; NMR add $120  
**Rockville Campus**  
**CRN#: 25630**  
2 Sessions  
10/10-10/17 6:30-8:30 p.m.

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**Treasures of Washington DC Art Museums**

Washington, D.C. art museums have so much to see that it is often hard to know where to start. What are the “must see” masterpieces? Why are they so important; and, where do you even find them? View art history through the eyes of an artist. Take virtual tours of art museums without leaving your seat. Travel through time exploring paintings in chronological order, unveiling why they were ground breaking or important for their time, and how they affected the next generation. This course will cover highlights from The Smithsonian American Art Museum, National Portrait Gallery, National Gallery of Art, Sackler Freer, Kreeger, and the Phillips Collection. The final class will take place at The National Gallery of Art where the instructor will take you on a guided tour looking at DC’s “must see masterpieces” and “special treasures.” TWA

**Course:** LLI441  
**10 Hours**  
$55 + $79 fee = $134; NMR add $120  
**Rockville Campus**  
**CRN#: 25634**  
5 Sessions  
10/24-11/21 6:30-8:30 p.m.

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**Brain Fitness Institute**

**Boost Your Brain Power and Memory: Research, Strategies, and Activities**

Come explore the research and strategies on how to boost your brain power and memory by Dr. Dana Plude, Deputy Director, Division of Behavioral and Social Research, National Institute on Aging (NIA) at the National Institute of Health. Then put some of that knowledge to work as you join other students in two mini lectures.

- **10:00 a.m.-11:00 a.m. Presentation:** “Brain Health: What the Latest Research Tells Us” by Dr. Plude.
- **11:00 a.m.-11:15 a.m. Break**
- **11:15 a.m.-12:45 p.m.** Two mini lectures on brain and memory enhancement.  

*Free parking is available.*

Please bring non-perishable food items for students in need.

**Course:** LLI220  
$25 fee only  
**Rockville Campus**  
**CRN#: 25636**  
4 Sessions  
10/24-11/21 6:30-8:30 p.m.

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**Trends in American Art, 1840-1950**

Trace the development of American landscape painting, follow the American Impressionists and artists of the Gilded Age, discover how art of the early 20th century depicted modernity, and examine the role of art in shaping and expressing our national identity. This course provides an optional free field trip component for students interested in touring the works of American modernism in the National Gallery of Art East Bldg. TWA

**Course:** LLI452  
**6 Hours**  
$55 + $75 fee = $130; NMR add $120  
**Rockville Campus**  
**CRN#: 25775**  
4 Sessions  
11/5-12/3 10:30 a.m.-12 p.m.  
No class 11/26  
Optional trip: 12/10 from 10:15 a.m.-2 p.m. to the National Gallery of Art curated by the docent Susan Rudy. Transportation on your own. Lunch price is not included.

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**What’s Right about Wright? Frank Lloyd Wright and His Contemporaries**

America’s best known architect, Frank Lloyd Wright, is often disparaged for leaky roofs, uncomfortable furniture, and cost overruns. But what makes him still so popular, 60 years after his death? Explore the design trends during Wright’s time such as the Arts & Crafts movement. Examine the architecture of his mentor, Louis Sullivan and Wright’s contemporaries—especially the women—who played a significant role at his architectural firm. Discuss the architecture of Wright’s early, middle, and later years; as well as the influences of Wright in 20th century design. TWA

**Course:** LLI438  
**10 Hours**  
$55 + $83 fee = $134; NMR add $120  
**Gaithersburg Business Training Center**  
**CRN#: 25631**  
5 Sessions  
10/17-11/14 1:30-3:30 p.m.

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**Bouncing Back: Successful Aging Through Resilience**

Did you know that resilience can help you with life’s challenges? As “Boomers” enter a new phase of life, resilience becomes a key component in adapting to the challenges of aging. Discuss the definition of resilience through the life stages, the attributes of resilience as a key to balanced aging, and how to become more resilient. Learn how the key factors of resilience (flexibility, dependence on others, ability to make realistic plans, ability to be positive) can help you face life challenges. Analyze the stage of late adulthood through mental, social, physical, and spiritual factors. Explore the tools needed to build resilience. TWA

**Course:** LLI281  
**6 Hours**  
$35 + $79 fee = $114; NMR add $120  
**Rockville Campus**  
**CRN#: 25595**  
3 Sessions  
11/6-11/20 1:30-3:30 p.m.

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**Expanding Vocabulary—Building Memory**

Mentally stimulating activities, such as learning new words and their meanings, help boost your brain power. Practice techniques to improve your ability to remember definitions of new words and a number of items at once. Explore the cognitive science behind effective vocabulary learning: definition, context, connections, morphology, and semantic clunking. Examine how these techniques will enhance your reading and writing and improve your overall memory skills. TWA

**Course:** LLI367  
**12 Hours**  
$65 + $85 fee = $150; NMR add $120  
**Rockville Campus**  
**CRN#: 25611**  
6 Sessions  
9/20-10/25 10:30 a.m.-12:30 p.m.

**Course:** LLI367  
**12 Hours**  
$65 + $85 fee = $150; NMR add $120  
**Takoma Park/Silver Spring Campus**  
**CRN#: 25612**  
6 Sessions  
10/24-12/5 1:30-3:30 p.m.  
No class 11/28

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**Healthy Aging—Lessons from Japan**

Japan is a country with one of the largest centenarian populations 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 the US in nutrition, medical system, life attitudes, and more. Learn how to apply best practices. 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#: 25599**  
1 Session  
10/24 6:30-8:30 p.m.

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**Please register early!**

Class cancellations are processed at least a week before the start date for classes with low enrollments.

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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.

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See page 95 for textbook information.  
See page 96 for room information.
The Science of Well-Being: A Six-Week Personal Wellness Journey

Examine lifestyle strategies that contribute to living a life of vibrancy and vitality. Choose one or more dimensions of optimal well-being on which to focus and create weekly goals for moving closer to your personal vision of flourishing. Learn about the fundamental principles of healthy living, including meditation, distress tolerance, physical activity, nutrition, sleep, mental fitness, meaning/purpose, and social connection. Identify the forces that affect your pattern of healthy living and develop strategies to overcome the challenges that keep you from living your best life. Create a personal wellness vision, identify values, motivators, and strengths. TWA

**Course: LLI443** 12 Hours
$49 + $79 fee = $128; NMR add $120

Rockville Campus
CRN#: 25567 1 Session M 10/28 1-4 p.m.

**New**

Writing—for Wellness and Stress Reduction

Journaling and expressive writing can relieve stress and help you develop valuable insights and clarity about your life. Learn a variety of journaling and creative writing techniques to explore what it means to be healthy and how to take steps to achieve your goal for optimal well-being. Explore gratitude, simplicity, creativity, physical well-being, and spirituality for stress reduction and personal enrichment. Reading material will be provided; you are encouraged to bring a journal or laptop and your favorite writing implements. TWA

**Course: LLI445** 12 Hours
$40 + $89 fee = $129; NMR add $120

**New**

Mindfulness: An Introduction to Awareness and Reflection

Learn how to utilize mindfulness practice when dealing with a variety of situations, in particular stressful or unpleasant. Gain practical knowledge about the foundational components of mindfulness and practice grounding and breathing techniques. Participate in interactive activities in order to understand how emotions, needs, and wants play a role when communicating with others. Explore the importance of mindful communication and develop emotional and self-regulation strategies. TWA

**Course: LLI430** 12 Hours
$40 + $89 fee = $129; NMR add $120

**New**

The Brain and Art

See course on page 51.

**New**

Meditation Practices—Heart, Brain, Body Connections

The many benefits of meditation range from decreased stress, anxiety and depression to improved memory and attention. It even reduces inflammation, boosts immune function, and increases empathy and compassion. This course weaves together lecture, discussion, and meditation practices to offer a survey of a variety of approaches including guided meditations, Heart Rhythm Meditation (HRM), walking meditation and more. Weather permitting; the class will occasionally meditate outside. TWA

**Course: LLI185** 12 Hours
$40 + $89 fee = $129; NMR add $120

**New**

**Rockville Campus**
CRN#: 25577 8 Sessions W 10/2-11/20 10-11:30 a.m.

**New**

Meditation Practices—Heart, Brain, Body Connections—Continued

Examine a variety of topics relevant to meditation based on the published work of leading experts. Topics may include: mindfulness, the intersection between yoga and meditation, and the neurosciences of meditation. Each class session will include a period of meditation practice.

**Prerequisite: Completion of Meditation Practices—Heart, Brain, Body Connections, Meditation for Mindfulness and Stress Reduction or previous experience with meditation. TWA**

**Course: LLI445** 12 Hours
$40 + $89 fee = $129; NMR add $120

**Rockville Campus**
CRN#: 25638 8 Sessions W 10/2-11/20 1-2:30 p.m.

**New**

Mindfulness: An Introduction to Awareness and Reflection

Learn how to utilize mindfulness practice when dealing with a variety of situations, in particular stressful or unpleasant. Gain practical knowledge about the foundational components of mindfulness and practice grounding and breathing techniques. Participate in interactive activities in order to understand how emotions, needs, and wants play a role when communicating with others. Explore the importance of mindful communication and develop emotional and self-regulation strategies. TWA

**Course: LLI430** 12 Hours
$40 + $89 fee = $129; NMR add $120

**Germantown Campus**
CRN#: 25628 8 Sessions W 9/23-11/1 9-10 a.m.
No class 9/23

**New**

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. Explore the latest employment trends, learn where to find information on employment training and certification programs, and who to contact about employment training and financial resources.

**Course: LLI276** 2 Hours
$5 + $5 fee = $10; NMR add $30

**Rockville Campus**
CRN#: 25588 1 Session M 9/16 6:30-8:30 p.m.

**New**

Computers and Technology

Getting the Most Out of Your iPhone

Learn to effectively and efficiently use your Apple iPhone 6 or newer. Get to know its functions and features, including how to compose notes and messages. Explore 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.

**Course: LLI947** 6 Hours
$30 + $69 fee = $99; NMR add $50

**Gaithersburg Business Training Center**
CRN#: 25567 3 Sessions T 10/29-11/12 1-3 p.m.

**Takoma Park/Silver Spring Campus**
CRN#: 25675 3 Sessions T 9/26-10/8 1-3 p.m.

**New**

Knowing Technology I: Your Computer, Cloud, and Internet of Things—How You Can Benefit

Content: Home Computers/Devices, the Internet, World Wide Web, and Internet of Things (IOT)

Home computing devices and networks are changing the way we live daily life, work and play. This course is for home users of computers and digital technology. Get to know what home digital devices can do for you. Discuss how the Internet, the World Wide Web, wireless devices and even the Internet of Things (IoT) are impacting your life. Get to know how to save money and get the best use of these new technologies to enhance your life. This class is the first class in a sequence of classes.

**Course: LLI461** 3 Hours
$15 + $10 fee = $25; NMR add $30

**Rockville Campus**
CRN#: 25668 1 Session M 10/9 6:30-9:30 p.m.

**Westfield South**
CRN#: 25667 1 Session M 10/28 1-4 p.m.

**New**

Careers and Employment for 50+

Choose a Career that is Right for You

See course on page 69.

**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. Explore how to distinguish yourself from others competing for the same job, try new job search strategies and get feedback on your practice interviews. 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
$15 + $10 fee = $25; NMR add $30

**Rockville Campus**
CRN#: 25504 5 Sessions T,R 10/15-10/29 6:30-9:30 p.m.

**Old**

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. Explore the latest employment trends, learn where to find information on employment training and certification programs, and who to contact about employment training and financial resources.

**Course: LLI276** 2 Hours
$5 + $5 fee = $10; NMR add $30

**Rockville Campus**
CRN#: 25588 1 Session M 9/16 6:30-8:30 p.m.
Knowing Technology II: Your Cloud Computing Services

Cloud computing apps are used every day for productivity at home and at work. What are the critical apps? Word processing, spreadsheets, email, file management, video, music, mapping and many more apps are available on all your devices. Also, cloud computing takes many forms and it can get 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 critical productivity and media apps provided by desktops, mobile devices, and the Cloud. Learn how to determine which apps work best for you, how to find and access them, and how to manage these apps on any device. This class is part two of a sequence of classes. Prerequisite: Knowing Technology I or equivalent knowledge.

Course: LLI456
3 Hours
$10 + $25 fee = $35; NMR add $30

Rockville Campus
CRN#: 25651
1 Session
10/17
6:30-9:30 p.m.

Westfield South
CRN#: 25650
1 Session
11/4
1-4 p.m.

Knowing Technology III: Your Digital Security and 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. This course will cover three of a sequence of classes. Prerequisite: Knowing Technology I and II or equivalent knowledge.

Course: LLI457
3 Hours
$15 + $20 fee = $35; NMR add $30

Rockville Campus
CRN#: 25655
1 Session
10/24
6:30-9:30 p.m.

Westfield South
CRN#: 25653
1 Session
11/11
1-4 p.m.

African American History—Part I

Offered to coincide with “400 Years of Perseverance 1619-2019.”** This course is an overview of the history of African Americans to the end of the Civil War. Explore the origins of civilization in Africa. Discuss the origins and problems of slavery in the Americas. Learn about the development of African-American culture. Examine the quest for emancipation and the antislavery movement. Discuss the role of African Americans in the Civil War. TWA

Course: LLI899
12 Hours
$60 + $85 fee = $145; NMR add $120

Westfield South
CRN#: 25689
6 Sessions
10/21-12/2
1:30-3:30 p.m.
No class 11/11
*For more information, please visit: https://asahh.org/400-years/

After the Holocaust

The aftermath of World War II brought immense humanitarian and political challenges for the victorious allies. Explore how the allies had to treat the survivors of the Nazi death camps and administer justice to those responsible for Nazi crimes. Discuss how they had to deal with the millions of people who had been driven from their homes by the war and had become refugees scattered across Europe. Learn how they addressed the moral issues raised by Nazi behavior and the necessary steps they had to take in order to ensure that the horrors of the Nazi era never happened again. TWA

Course: LLI419
6 Hours
$59 + $69 fee = $128; NMR add $120

Gaithersburg Business Training Center
CRN#: 25617
3 Sessions
10/17-10/31
1:30-3:30 p.m.

America’s First National Park—Yellowstone

See course on page 49.

An Insight Into Politics and Current Events

NEW CONTENT! As we start our fall sessions on September 18, the run up to the 2020 Democratic primaries will be in full swing for more than 20 candidates. Will the economy still be going strong? Will there be a bipartisan infrastructure bill? How will the subpoena and testimony battle between the President and House Democrats play out? What new Supreme Court rulings will impact the country? Will immigration still be a hot button issue? On the foreign policy front, will our relations with North Korea still be in flux? What will be the situation in Venezuela, in the Middle East, and in Europe? Will the President still be accused of not being strong enough with Putin? Examine and discuss all of these issues and many more. The course is designed to foster rational discussion between students of all political persuasions. TWA

Course: LLI189
10 Hours
$65 + $85 fee = $150; NMR add $120

Gaithersburg Business Training Center
CRN#: 25580
5 Sessions
9/18-11/13
10:30 a.m.-12:30 p.m.
No class 9/25, 10/9, 10/23, 11/6

Ashkenaz: The Jews of Eastern Europe

See course on page 49.

Cinema of Russia

This course will explore the cinema of Russia in a historical context. Watch six Russian films by different directors including Academy Awards winners for Best Foreign Language Film. Discuss Russia/Soviet history reflected in these films. Explore life in Russia through the eyes of the directors. Analyze the different genres of these films: the serious cinema art, war movies, comedy, and fascinating melodramas. TWA

Course: LLI444
15 Hours
$95 + $95 fee = $190; NMR add $120

Rockville Campus
CRN#: 25637
6 Sessions
9/19-10/24
1:30-4 p.m.

Communism: Ideology and Reality, Past and Present

Examine Communism and its roots and foundations in Marxist theory. Discuss the attempts to establish Socialism and Communism on the world scene throughout the 20th and 21st centuries. Explore Marxist concepts, issues related to Capitalism, the Industrial Revolution, development, and modernity. Analyze the effects of lived-Communism on World War II, the launch of the Chinese Revolution, and the Cold War. This course will not only draw on recent scholarship on Communism, but will examine art, propaganda, and film from the specific periods. TWA

Course: LLI295
12 Hours
$95 + $92 fee = $187; NMR add $120

Rockville Campus
CRN#: 25596
6 Sessions
9/25-11/6
1:30-3:30 p.m.
No class 10/9

Eastern Europe—History and Culture

This course is an overview of the turbulent history of what used to be called "Eastern" Europe. This semester we will focus on Poland and The Czech Republic. Identify their geographical, historical, political, and cultural boundaries. Examine in-depth the rise of nationalism and modernization leading into the World Wars. Discuss the Communist experience and the revolutionary transformations that followed it. Describe the transformations of Poland and the Czech Republic after the fall of the Berlin Wall. Explore the contemporary rise of ethno-nationalism as a consequence of reintegration with the rest of Europe. TWA

Course: LLI446
12 Hours
$95 + $92 fee = $187; NMR add $120

Gaithersburg Business Training Center
CRN#: 25639
6 Sessions
9/19-10/24
10:30 a.m.-12:30 p.m.

LIFELONG LEARNING INST.
240-567-5188  www.montgomerycollege.edu/wdce

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.
History of Modern Israel II

Israel, the world’s only Jewish state, is a source of pride to many, and a source of conflict to others. Explore Modern Israel from 1967 to the present. Discuss The Six Day War, the Camp David Accords, the Jordan Peace Treaty, as well as the roots of contemporary Israel. Analyze Israeli/Palestinian narratives. Instructor is the author of Return to Zion: The History of Modern Israel. TWA
Course: LLI435 10 Hours $60 + $85 fee = $145; NMR add $120
Rockville Campus
CRN#: 25629 5 Sessions W 10/16-11/13 6:30-8:30 p.m.

Lawyers and Lawyering in American Cinema

View six full-length films with legal themes and engage in a stimulating discussion, facilitated by a lawyer, focused on the issues raised. This class uses a select cross-section of theatrically released motion pictures such as To Kill a Mockingbird, The Accused, A Civil Action, My Cousin Vinny, Counsellor at Law, and True Believer. TWA
Course: LLI448 15 Hours $30 + $95 fee = $125; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 25641 6 Sessions W 10/23-12/4 1-3:30 p.m.
No class 11/27

The City We Knew: Life and Times in New York

See course on page 50.

The History of Prejudice

How does prejudice and discrimination from one group to another begin? How do we define it? How do we tackle it? To answer these questions, this course will explore the principal concepts on the origins of prejudice, the history and institutions of prejudice, the consequences of prejudice, and ways to improve relationships between people who come from different social groups. Examine case studies across regions and from different time periods (China’s treatment of the Uyghurs today, post-WWII United States, pre-1990s-South Africa, Russia discrimination laws against LGBT, to name a few). This course is intended to help facilitate an understanding of discrimination and prejudice. TWA
Course: LLI439 10 Hours $95 + $79 fee = $174; NMR add $120
Gaithersburg Business Training Center
CRN#: 25632 5 Sessions M 9/23-10/28 1:30-3:30 p.m.
No class 9/30

The Kingdom of Saudi Arabia

See course on page 50.

The Victorian Age

This course will cover the period from 1815 to 1919 and look at the Victorian Empire as the maker of the modern world. Discuss how Victorians, who began their career as an 18-year-old queen, would end her career as the “Empress of India.” Compare and contrast the ways in which Victorian politics in its varied forms contributed to the shaping of the modern world. Examine the industrial revolution that pushed Britain to become the most powerful nation in the world, with colonies so vast that “the sun never set on the British empire.” Learn about the cultural milestones of the Victorian Age. TWA
Course: LLI427 12 Hours $95 + $92 fee = $187; NMR add $120
Gaithersburg Business Training Center
CRN#: 25624 6 Sessions T 10/15-11/19 1:30-3:30 p.m.

Trade War or Peace: Where Are We Headed?

Do you wonder about the headlines warning of a global trade war? Examine how the current administration’s trade policies differ from previous administrations, and the reasons for underlying tensions between the United States and its main trading partners. Discuss what the current approach could portend for US leadership, the US economy, and your own financial situation. Explore the pathways to resolution of trade frictions and their implications. This class is offered by Barbara Weisel, Managing Director, Rock Creek Global Advisors and former Chief U.S. Negotiator for the Trans-Pacific Partnership Agreement.
Course: LLI344 2 Hours $15 + $15 fee = $30; NMR add $30
Rockville Campus
CRN#: 25600 1 Session F 10/31-11/21 11 a.m.-12:15 p.m.

U.S. History as Seen Through the Lens of Motion Pictures: 1930-1950

Despite the economic hardships and turbulent times faced by almost all of the United States between 1930 and 1950, Americans still packed into movie theatres every week. Some movies released during these two decades were designed for pure escapism. Others addressed, directly or indirectly, important issues of the day. Examine the US at the time of the Stock Market crash through the Depression, FDR’s New Deal, the build up to World War II, the war itself, and the early post-war era. View clips from movies released during this era and discuss the motion picture industry during these two decades.TWA
Course: LLI233 12 Hours $65 + $92 fee = $157; NMR add $120
Rockville Campus
CRN#: 25857 6 Sessions R 10/3-11/7 1:30-3:30 p.m.

History of Modern Israel II

Isreal, the world’s only Jewish state, is a source of pride to many, and a source of conflict to others. Explore Modern Israel from 1967 to the present. Discuss The Six Day War, the Camp David Accords, the Jordan Peace Treaty, as well as the roots of contemporary Israel. Analyze Israeli/Palestinian narratives. Instructor is the author of Return to Zion: The History of Modern Israel. TWA
Course: LLI435 10 Hours $60 + $85 fee = $145; NMR add $120
Rockville Campus
CRN#: 25629 5 Sessions W 10/16-11/13 6:30-8:30 p.m.

Lawyers and Lawyering in American Cinema

View six full-length films with legal themes and engage in a stimulating discussion, facilitated by a lawyer, focused on the issues raised. This class uses a select cross-section of theatrically released motion pictures such as To Kill a Mockingbird, The Accused, A Civil Action, My Cousin Vinny, Counsellor at Law, and True Believer. TWA
Course: LLI448 15 Hours $30 + $95 fee = $125; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 25641 6 Sessions W 10/23-12/4 1-3:30 p.m.
No class 11/27

The City We Knew: Life and Times in New York

See course on page 50.

The History of Prejudice

How does prejudice and discrimination from one group to another begin? How do we define it? How do we tackle it? To answer these questions, this course will explore the principal concepts on the origins of prejudice, the history and institutions of prejudice, the consequences of prejudice, and ways to improve relationships between people who come from different social groups. Examine case studies across regions and from different time periods (China’s treatment of the Uyghurs today, post-WWII United States, pre-1990s-South Africa, Russia discrimination laws against LGBT, to name a few). This course is intended to help facilitate an understanding of discrimination and prejudice. TWA
Course: LLI439 10 Hours $95 + $79 fee = $174; NMR add $120
Gaithersburg Business Training Center
CRN#: 25632 5 Sessions M 9/23-10/28 1:30-3:30 p.m.
No class 9/30

The Kingdom of Saudi Arabia

See course on page 50.
Orchids: A How to Guide for the Novice Gardener  

Orchids are more popular than ever, and are readily available at mass markets, florists, and garden centers. Explore how to be successful with orchid selection in the home environment. Learn how to purchase, care, handle, repot, and rebloom your orchid. Observe live plant demonstrations for best practices. Bring your orchid plants for questions.

Course: LLI431  
2 Hours  
$10 + $15 fee = $25; NMR add $30  
Rockville Campus  
CRN#: 25628  
1 Session  
10/26  
1-3 p.m.

The Age of Wonder: The Romantics & the Scientific Revolution  

This course is an overview of the Second Scientific Revolution and the astronomical, chemical, poetical, and philosophical discoveries that were made. Explore the lives of William Herschel and his sister Caroline, who forever changed the public conception of the solar system. Learn of Humphry Davy, whose near-suicidal gas experiments revolutionized chemistry. Discuss works of the great Romantic writers, from Mary Shelley to Samuel Taylor Coleridge and John Keats, who were inspired by the scientific breakthroughs of their day. TWA

Course: LLI440  
10 Hours  
$95 + $79 fee = $174; NMR add $120  
Rockville Campus  
CRN#: 25633  
5 Sessions  
11/4-12/2  
2-4 p.m.

The History of Prejudice  

See course on page 55.

The Paris Climate Agreement Highlights: Why We Need It and Why We Don’t  

The Paris Climate Agreement (PCA) is considered both the key for averting global climate chaos and a useless exercise. How can both be true? Discuss how the latest climate studies and social movements both help and hurt climate progress. Examine what makes the PCA so contentious and complex. Analyze what global parties need to do in the next decade to be relevant and accomplish the intentions of reducing catastrophic climate consequences, avoiding global warming, and accomplishing net zero greenhouse gas emissions within the 21st century. Engage in active learning through classroom discussion, presentation, and optional role-playing exercises.

Course: LLI455  
4 Hours  
$45 + $49 fee = $94; NMR add $50  
Takoma Park/Silver Spring Campus  
CRN#: 25648  
2 Sessions  
10/24-10/31  
2-4 p.m.

LITERATURE AND WRITING

American Literature of the 1920’s  

The 1920’s were an incredibly rich period for American literature. During this period, some of the best works by ironic writers were produced. Examine works by fiction writers, poets, and writers of the Harlem Renaissance. Explore the playwright Eugene O’Neill and the great American songwriters such as Irving Berlin and George Gershwin. Discuss the varying visions of postwar America embodied in these works; and the emergence of Blacks and women as strong voices in the American literary world. Students should read Ernest Hemingway’s The Sun Also Rises before coming to the first class. Reading list is available on the LLI website. TWA

Course: LLI420  
24 Hours  
$90 + $135 fee = $225; NMR add $140  
Rockville Campus  
CRN#: 25618  
15 Sessions  
9/17-12/10  
1:30-3:30 p.m.  
No class 10/1

Film and Literature  

This course is a comparative study of films and literature with special attention given to the practical and theoretical problems of adapting literature to film and the basic differences between the two. Explore how character development, plot, narrative, symbols, and language are translated from literary texts to film, and considers the limitations of film adaptation. Read, analyze, and respond critically to texts in class discussions, examinations, and essays. Note: You will be joining credit students in this co-listed credit and noncredit course. This class is open to all ages. TWA

Course: LLI984  
37.5 Hours  
$396 + $136.20 fee = $532.20; NMR add $871.20  
Rockville Campus  
CRN#: 25685  
18 Sessions  
9/17-12/10  
2:40-4:40 p.m.  
No class 10/1

International Short Stories  

NEW CONTENT! This class will read and discuss a selection of short stories from The Art of the Story, an International Anthology of Contemporary Short Stories, edited by Daniel Halpern. This anthology includes stories from thirty-five countries and represents the world views of such authors as Margaret Atwood, Raymond Carver, Junot Diaz, Column McCann, Haruki Murakami, Amos Oz, and Zoe Wicomb. TWA

Course: LLI933  
16 Hours  
$70 + $109 fee = $179; NMR add $120  
Rockville Campus  
CRN#: 25672  
8 Sessions  
9/23-11/18  
10:30 a.m.-12:30 p.m.  
No class 9/30

Literary Café  

NEW CONTENT! Join a group of insightful and interesting readers in a relaxed Parisian “Left Bank” café setting for engaging discussions about different literary genres and pieces of literature. Together we will focus on the following different examples of literary production: memoir, the novel, poetry, the short story, and drama. Some will be familiar, old favorites; others will be new to you and will introduce you to surprisingly rich and rewarding material. Readings include Michael Ondaatje, Running in the Family, F. Scott Fitzgerald, The Great Gatsby, poetry selected by participants, a selection from Chaucer’s The Wife of Bath’s Tale, two detective short stories, “Death and the Compass” by Jorge Luis Borges and “Murders in the Rue Morgue” by Edgar Allan Poe, and Les Liaisons Dangereuses, adapted by Christopher Hampton from the 1782 novel of the same title by Pierre Choderlos de Laclos. Please read Running in the Family before the first class.

Course: LLI070  
12 Hours  
$65 + $89 fee = $154; NMR add $120  
La Madeleine-Old Georgetown Rd  
CRN#: 25573  
6 Sessions  
10/3-12/12  
10:30 a.m.-12:30 p.m.  
No class 10/10, 10/24, 11/14, 11/28, 12/5

LOOKING FOR PERSONAL FINANCE CLASSES?

See our Personal Finance Academy on page 68–69 for:

- Health Care Insurance for Retirement  
- Increase Cash, Decrease Debt, & Protect Your Financial Future  
- In-Depth Investment Skills: How to Become a Savvy Investor  
- Investing in the Thrift Savings Plan When Working and Retired  
- Maximizing Social Security Benefits  
- Probate in Maryland: An Overview for Executors-To-Be  
- Protecting Your Hard Earned Money  
- Retirement Planning Today  
- Stocks, Bonds, Mutual Funds, and ETFs Explained  
- Wills and Estates

TWA

Senior Tuition Waiver (TWA): Maryland residents 60 years or older by the start date of the class pay fee only.
Russian Short Stories NEW
The short story as a literary genre has a much shorter history in Russia than in some Western countries, but it has nevertheless produced important works by some of the greatest names in Russian literature. Examine the works of Tolstoy, Pushkin, Chekhov, Bunin, Turgenev, and Leskov. Discuss historical and cultural aspects as described in the short stories by these six Russian authors. View clips from acclaimed films that are based on the Russian short stories. Reading list is available on the LLI website. TWA
Course: LLI426 16 Hours
CRN#: 25623 8 Sessions W 10/16-12/11 10 a.m.-12 p.m.
No class 11/27

Rockville Campus

Writing—for Wellness and Stress Reduction
See course on page 53.

Music
Piano Conversations: Four Giants of Romantic Music
Explore the world of music through a live piano performance by a concert pianist, listening to recordings, and fascinating discussions on the lives and works of four composer-geniuses of the Romantic Period. This course examines their works and how their paths intertwined, both socially and artistically. Week 1: Felix Mendelssohn: The Perfect Prodigy; Week 2: Robert Schumann: Music and Madness; Week 3: Fryderyk Chopin: A Fragile Revolutionary; Week 4: Franz Liszt: Rock Star of the 19th Century. TWA
Course: LLI662 6 Hours
CRN#: 25684 4 Sessions F 9/25-11/6 7-9 p.m.

Twinbrook Public Library
CRN#: 25684 4 Sessions F 9/20-10/11 1:30-2:30 p.m.

The Art of Listening: A Fresh Look at Music You Love
This course is designed to help you sharpen your critical listening skills, to learn what to listen for, and, thereby, to enhance your enjoyment of the music you love. Each class session will focus on a different musical genre: Great Symphonies, Choral Masterpieces, Broadway Musicals, and Classic Jazz. Musical examples in each genre will be examined using five analytical elements: melody, tone color, rhythm, dynamics and tempo. Discussion during sessions will further broaden participants’ critical listening habits. This class is taught by an orchestra conductor. TWA
Course: LLI716 8 Hours
CRN#: 25649 4 Sessions R 10/31-11/21 10:30 a.m.-12:30 p.m.

The History of Opera
Learn the history of opera over a period of more than 400 years, from 1590 to the present. Subjects covered include an historical presentation of Opera as an art form; opera production including staging, drama, dance, scenery, and costumes; biographies of opera composers; and the evolution of opera styles. View live opera performances captured on DVDs to obtain first-hand knowledge of the visual and audio aspects of opera. TWA
Course: LLI459 7.5 Hours
CRN#: 25660 4 Sessions M 10/7-10/28 1:30-3:30 p.m. (10/28 only)

Bridge: Intermediate
The game of bridge is as challenging as it is enjoyable. This course is appropriate for all players with a solid grasp of bridge basics who wish to improve their games. Lessons will focus on modern bidding techniques, sound competitive judgment, in-depth hand evaluation, and cardplay strategies for declarers and defenders. Prerequisite: Bridge for Beginners or equivalent experience. TWA
Course: LLI958 12 Hours
CRN#: 25678 6 Sessions T 10/15-11/19 7-9 p.m.

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. 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. Examine the common roadblocks and issues surrounding downsizing.
Course: LLI165 4 Hours
CRN#: 25657 12 Sessions W 11/6-11/13 6:30-8:30 p.m.

Orchids: A How to Guide for the Novice Gardener
See course on page 56.

Paths to a Fulfilling and Successful Retirement
Are you nearing retirement and do not have a clue about what to do at this stage of life? Are you searching for ways to have a more fulfilling retirement? Identify and set your path in the right direction. Discuss your goals and preferences, examine successful retirement models or success stories; learn about resources in the community that can keep you engaged with community, civic, cultural, and learning opportunities. Examine the steps to positive emotional adjustment with self-satisfaction and personal growth. Explore options that are right for you. Some options discussed might include: entrepreneurship; pursuing the “Dreams Deferred;” returning to school or enhancing transferrable skills in order to transition to a new career, travel, or volunteer. No financial information is covered in this course. TWA
Course: LLI199 6 Hours
CRN#: 25581 3 Sessions R 11/7-11/21 6:30-8:30 p.m.

TWA
Senior Tuition Waiver (TWA): Maryland residents 60 years or older by the start date of the class pay fee only. No credit will be awarded to students who register either for credit or continuing education (noncredit) status. These classes are open to all students at Montgomery College.
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. Discuss how to implement assistive technology solutions to address accessibility needs in each room of your home. Explore smart technologies for the home as well as smartphone applications that can support maintaining independence. 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
Westfield South
CRN#: 25603 2 Sessions W 10/30-11/6 6:30-8:30 p.m.

Wedding Planning—What you Need to Know
Are you planning your own wedding, or that of a friend or family member? Or, are you thinking of starting a business in wedding planning? Learn from a professional wedding planner, utilizing their experience to get started. Receive eight templates to help you create a relaxing and organized event. Explore how to move from the planning process, to the execution of the event, and finally to what you need to do to relax and have fun. Examine benefits of each template so that you walk away prepared to guide yourself or your client through the entire planning process. Find ways to save money and still have a wedding of your dreams. TWA
Course: LLI429 4.5 Hours
$10 + $45 fee = $55; NMR add $50
Rockville Campus
CRN#: 25626 2 Sessions T 9/17-9/24 6:30-8:45 p.m.

Digital Photography
A general introduction to electronic still photography, beginning with traditional photographic and art concepts. Explore image manipulation using personal computers supported by scanners, photo CDs, and digital cameras. Learn how to use the most advanced photo editing software available to create new artistic images. Note: You will be joining credit students in this co-listed credit class. TWA
Course: LLI623 75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Germantown Campus
CRN#: 25674 31 Sessions T,R 9/3-12/19 3:50 p.m.
No class 11/28
CRN#: 25671 31 Sessions T,R 9/3-12/19 9-11:40 a.m.
No class 11/28

Digital Photography for Fine Arts II
This is an advanced course that will enable you to use digital photography to create sophisticated, aesthetic images. Develop a personal style and technical proficiency for personal expression. Note: You will be joining credit students in this co-listed credit class. TWA
Course: LLI644 75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Germantown Campus
CRN#: 25679 31 Sessions T,R 9/3-12/19 3:50 p.m.
No class 11/28

Foundations of Digital Photography
Explore the settings found on a modern digital camera. Discuss the different exposure, metering, autofocus, and white balance modes of a digital camera. 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: LLI371 10 Hours
$65 + $85 fee = $150; NMR add $266.80
Rockville Campus
CRN#: 25605 15 Sessions M 9/9-12/16 7-8:50 p.m.
CRN#: 25606 15 Sessions M 9/9-12/16 7-8:50 p.m.

Arranging your Photos
Learn how to analyze your collection of images, and select and edit your best work. Bring your digital images to class and with the help of self and peer critique discussions as well as computer photo editing demonstrations, you will transform your images into a fine-tuned collection of photos ready for self-publishing or display. TWA
Course: LLI316 10 Hours
$65 + $85 fee = $150; NMR add $120
Rockville Campus
CRN#: 25598 5 Sessions T 10/31-12/5 6:30-8:30 p.m.
No class 11/28

Street Photography
Explore the genre of street photography through its history, techniques, equipment, and ethical considerations. Produce photographs as you explore the different aspects of street photography and generate a final body of work that demonstrates your personal vision within the genre. TWA
Course: LLI839 8 Hours
$50 + $75 fee = $125; NMR add $120
Rockville Campus
CRN#: 25661 4 Sessions M 11/4-11/25 6:30-8:30 p.m.

Creative Process: Editing and Arranging Your Photos
Learn how to analyze your collection of images, and select and edit your best work. Bring your digital images to class and with the help of self and peer critique discussions as well as computer photo editing demonstrations, you will transform your images into a fine-tuned collection of photos ready for self-publishing or display. TWA
Course: LLI316 10 Hours
$65 + $85 fee = $150; NMR add $120
Rockville Campus
CRN#: 25598 5 Sessions T 10/31-12/5 6:30-8:30 p.m.
No class 11/28

Wellness
Beginner Swimming
Learn how to control your breathing; how to float; and how to perform four basic strokes - front crawl, back crawl, elementary backstroke, and breaststroke. Gain the confidence needed to swim in both shallow and deep water. Practice personal safety and survival skills. This is a skills class that requires consistent attendance. Note: You will be joining credit students in this co-listed class.TWA
Course: LLI355 25.5 Hours
$132 + $69 fee = $201; NMR add $266.80
Germantown Campus
CRN#: 25606 15 Sessions M 9/9-12/16 7-8:50 p.m.
CRN#: 25605 15 Sessions M 9/9-12/16 7-8:50 p.m.

Building Bone and Muscle Strength
Learn ways in which to strengthen your bones and muscles and keep them healthy. Explore proper posture and exercising techniques to help avoid injuries. 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 + $69 fee = $109; NMR add $120
Rockville Campus
CRN#: 25613 10 Sessions M,W 9/23-10/30 10-11 a.m.
No class 9/30, 10/9

Looking for Personal Finance classes?
See our Personal Finance Academy on pages 68–69

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.
Gentle Yoga for Mood and Strength
Learn postures that strengthen muscles to support joints while creating stronger bones. Explore postures to balance strength with flexibility and create more energy. Practice breathing techniques to calm the nervous system and decrease anxiety. Bring awareness to alignment in the spine and body to achieve improved balance. Understand the interconnectedness of the body’s systems to treat the body as a whole. TWA
Course: LLI723 6 Hours  
$35 + $65 fee = $100; NMR add $120

Rockville Campus
CRN#: 25654 5 Sessions  
9/13-10/25 9:30-10:45 a.m. (9/13-10/4)  
9:30-10:30 a.m. (10/5-25 only)  
CRN#: 25656 5 Sessions  
11/1-12/6 9:30-10:45 a.m. (11/1-11/22)  
9:30-10:30 a.m. (12/6 only)

Mindfulness: An Introduction to Meditation Practices—Heart, Brain, Body Connections
See courses on page 53.

Meditation Practices—Heart, Brain, Body Connections—Continued
See courses on page 53.

Mindfulness: An Introduction to Awareness and Reflection  
NEW  
See courses on page 53.

Personal Fitness I
An individualized fitness course with emphasis on improving the health-related components of physical fitness. Principles of conditioning will be applied to develop a personalized training program to enhance cardiovascular conditioning, strength and muscular endurance, flexibility, and body composition. Note: You will be joining credit students in this co-listed credit class. TWA
Course: LLI887 25 Hours  
$132 + $69 fee = $201; NMR add $266.80

Rockville Campus
CRN#: 25663 31 Sessions  
9/3-12/19 9-9:50 a.m.  
No class 11/28  
CRN#: 25662 31 Sessions  
9/4-12/18 11-11:50 a.m.

T’ai Chi for Physical and Mental Well-being
T’ai Chi is an ancient Chinese exercise for health and conscious relaxation. Learn a series of quiet, slow, and connected movements from the Cheng Man-Ch’ing Yang style short form, which cultivate the spirit and nurture the body. Low impact movements put minimal stress on muscles and joints. Some of t’ai chi benefits are decreased stress, increased energy and flexibility, lower blood pressure, body awareness and balance. TWA
Course: LLI188 12 Hours  
$40 + $79 fee = $119; NMR add $120

Rockville Campus
CRN#: 25759 12 Sessions  
W 9/18-12/11 11:15 a.m.-12:15 p.m.  
No class 11/27  

The Science of Well-Being: A Six-Week Personal Wellness Journey  NEW
See courses on page 53.

Strength Training for Health and Fitness  NEW
Get in shape and build muscle tone! Implement individualized weight training programs to meet specific muscular fitness needs. Increase lean body tissue, reduce body fat, improve bone density, and develop firmer, more efficient muscles for enhanced appearance and performance. Utilize weight resistance machines and free weights TWA
Course: LLI453 20 Hours  
$30 + $85 fee = $115; NMR add $120

Germantown Campus
CRN#: 25644 20 Sessions  
9/10-11/14 9-10 a.m.

Weight Training Designed for Women  ◘
This course emphasizes the design and implementation of individualized weight training programs to meet the specific muscular fitness needs and interests of women. Experience and evaluate the potential benefit of weight training exercises to increase lean body tissue, reduce body fat, improve bone density, and develop firmer, more efficient muscles for enhanced appearance and performance. Conditioning techniques will focus on the utilization of weight machines and free weights. Note: You will be joining credit students in this co-listed credit class. TWA
Course: LLI356 25.5 Hours  
$132 + $69 fee = $201; NMR add $266.80

Germantown Campus
CRN#: 25608 31 Sessions  
M,W 9/4-12/18 6-6:50 p.m.

Rockville Campus
CRN#: 25607 31 Sessions  
M,W 9/4-12/18 11-11:50 a.m.

Yoga
Explore exercises, postures, and breathing techniques to relieve tension, increase muscle flexibility, and promote good health. Discuss the important aspects of yoga such as concentration, body awareness, and body-mind integration. 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  
$132 + $69 fee = $201; NMR add $266.80

Germantown Campus
CRN#: 25594 31 Sessions  
T,R 9/3-12/19 10-10:50 a.m.  
No class 11/28

Rockville Campus
CRN#: 25590 16 Sessions  
T 9/3-12/17 3-4:40 p.m.
CRN#: 25591 15 Sessions  
R 9/5-12/19 6:30-8:10 p.m.  
No class 11/28
CRN#: 25592 15 Sessions  
M 9/9-12/16 4:30-6:10 p.m.

Takoma Park/Silver Spring Campus
CRN#: 25593 16 Sessions  
W 9/4-12/18 10-11:40 a.m.

Please Join Us On Facebook®!
Lifelong Learning Institute is on Facebook!  
For updates, special events, photos, and more, visit our page at https://www.facebook.com/Montgomery-College-Lifelong-Learning-Institute-14605468809875/  
Don’t forget to LIKE our page!

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

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.
**MANAGEMENT AND 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 Procedure. 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#: 25229 3 Sessions  F,S,U
9/20-9/22 8:30 a.m.-5:30 p.m. (F,S)
8:30 a.m.-12:30 p.m. (U)

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### Basic Ethics for Mediators

This course provides an overview of the Maryland Rules of Civil Procedure. Title 17, concerning ethical standards of behavior for mediators. Gain a basic understanding of mediator ethics through discussion of hypothetical and actual cases. This course satisfies the annual ethics training requirement of the Maryland Program for Mediator Excellence.

**Course: MGT375**

2 Hours

$25 + $29 fee = $54; NMR add $50

**Rockville Campus**

CRN#: 25227 1 Session  S
10/17 9:30-11:30 a.m.

### Coaching Clinic—Introduction

Acquire a thorough understanding of the philosophical, historical, and ethical foundations of coaching. Explore similarities and differences between coaching and related disciplines and consider the scope of coaching’s potential. You will earn a defined coaching framework to structure a coaching session, practice using this process in real-time conversations, and observe the effect of these skills as a coachee. This is the first course in the Coach Certificate Program. (Please note that there is pre-work required for this course so early registration is strongly recommended.) TWA

**Course: MGT502**

15 Hours

$300 + $369 fee = $669; NMR add $300

**Gaithersburg Business Training Center**

CRN#: 25233 2 Sessions  S
10/5-10/12 8:30 a.m.-4:30 p.m.

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### Coaching Essentials, Competencies, and Practices

Building on Coaching Clinic—Introduction, this course explores various coaching competencies, operating assumptions, and practices. Continue to experiment with the language of coaching and distinguish between the effects of various techniques. You’ll deepen your learning of how to implement a defined coaching framework to structure a coaching session, learn its benefits, and employ a specific methodology to establish credibility and build trust with the coachee. Complete the course with the experience of coaching and being coached in a classroom setting, as well as working with a practice client between classroom sessions. Prerequisite: Coaching Clinic—Introduction. TWA

**Course: MGT503**

15 Hours

$300 + $369 fee = $669; NMR add $300

**Distance Learning**

CRN#: 25234 5 Sessions  T
10/29-12/3 6:30-9:30 p.m.

No class 11/26

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### Get Your Groove Back: 6-Hr Mediation Refresher

Has it been a while since you took your 40-Hour Basic Mediation course? 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#: 25235 1 Session  S
11/16 9 a.m.-4 p.m.

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### Coaching Skills for Everyday Life

Do you want to improve your communication with your family, friends, or colleagues at work? Coaching skills are not just for professional coaches or managers, they are for everyday life whether you’re interacting with children at home, trying to help a family member, friend or a colleague or team at your place of work. Through a hands-on, interactive approach, you will learn how to listen more effectively, ask better questions, better manage conflicts and more! TWA

**Course: MGT590**

6 Hours

$170 + $89 fee = $259; NMR add $140

**Gaithersburg Business Training Center**

CRN#: 25237 1 Session  S
11/23 9 a.m.-3:30 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.
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#: 25232 1 Session S
9/14 9:30 a.m.-1 p.m.

We're Both Right: Successful Conversations to Bridge the Divide Colloquium

This year's Colloquium will provide you with tools and techniques to have difficulty yet powerful conversations on issues of race, ethnicity, gender, sexual orientation, age, religion, physical and mental ability—conversations that often divide us. You will move from theory to application through group work, exercises and reflection. Throughout the day you will practice what you learn and develop strategies to engage in more meaningful conversations of hot topics. The Colloquium will be led by Darlene Floyd, nationally-known workshop presenter and speaker. Over the past 25 years, Ms. Floyd has conducted workshops for tens of thousands of attendees in hundreds of organizations. TWA

Course: MGT592 6 Hours
$50 + $59 fee = $109; NMR add $120
Germantown Campus
CRN#: 25239 1 Session F
11/1 9 a.m.-4 p.m.

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)

MANAGEMENT AND LEADERSHIP

Human Resources

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#: 25226 6 Sessions R
10/17-11/21 6:30-9:30 p.m.

The SHRM Learning System for SHRM-CP™ and SHRM-SCP™ Certification Preparation Course

Enrich your HR Skills and Competencies to Succeed! Our SHRM-CP and SHRM-SCP certification preparation course is designed primarily for individuals seeking credentials that focus on identifying and testing the knowledge and practical real-life experiences HR professionals around the world need to excel in their careers today. Earning your SHRM Certified Professional (SHRM-CP®) or SHRM Senior Certified Professional (SHRM-SCP®) credential establishes you as a recognized expert in the HR field. This certification preparation program covers four knowledge domains: People, Organization, Workplace and Strategy as well as eight behavioral competencies; Leadership and Navigation, Ethical Practice, Business Acumen, Relationship Management, Consultation, Critical Evaluation, Global and Cultural Effectiveness, and Communication. For those not seeking certification, this course provides a comprehensive and accelerated option for professional development. Participants gain a generalist point of view, refresh key ideas and concepts, strengthen their understanding of core competencies and increase productivity. As an added advantage, we use the SHRM Learning System for certification preparation. It features relevant HR content and advanced tools that streamline study time, accelerate learning and build confidence for passing the SHRM-CP®/SHRM-SCP exam.TWA

Course: MGT430 36 Hours
$599 + $619 fee = $1,218; NMR add $650
Gaithersburg Business Training Center
CRN#: 25231 12 Sessions M
9/16-12/2 6-9 p.m.
This is a hybrid section that will meet in-person on the following dates: 9/16, 9/30, 10/14, 11/4, 11/18, 12/2.

Rockville Campus
CRN#: 25230 12 Sessions F
9/13-12/6 6-9 p.m.
No class 11/29

Next-Generation SHRM Certification SHRM-CP and SHRM-SCP

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. 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.

Leadership Skills for Project Managers and Supervisors

Project Managers and Supervisors represent an important force in their organizations. You have the power to turn on or turn off the productivity of the people who report to you. You are the crucial interface between the employee and the senior managers of the organization. This course takes a unique perspective on the hot topic of leadership and will give you the skills in communication, coaching, and conflict resolution that you need to be successful. TWA

Course: PMC033 9 Hours
$209 + $90 fee = $299; NMR add $140
Rockville Campus
CRN#: 25449 3 Sessions T,R
9/15-9/12 6-9 p.m.

Management and Supervision

Business Process Management

A business that can successfully manage its processes is able to maintain a competitive edge, while increasing productivity and efficiency and decreasing costs. This course will enable you to develop a strategic plan supporting the organizations values, vision and mission. Business process management best practices learned will help you and your organization leverage processes to achieve your goals and be successful. (8PDUs) TWA

Course: PMC078 8 Hours
$199 + $90 fee = $289; NMR add $140
Distance Learning
CRN#: 25447 4 Sessions T,R
10/29-11/7 6-8 p.m.
Racial Equity Action Leadership (REAL) 🔷 NEW

This course examines the systemic beliefs, practices, and policies that have perpetuated racial inequities and situated that analysis within the context of organizational leadership. This 8-month program incorporates a unique and structured dialogue process that begins with understanding the historical roots of racism and ends with examining best practices for operationalizing equity within organizations. A certificate of completion will be awarded at the end of the program (if all requirements are met). TWA

Course: MGT591 72 Hours
$1,400 + $1,429 fee = $2,829; NMR add $1,075

Leadership Montgomery Office
CRN#: 25328 9 Sessions R,F
10/3/19-5/1/20 8:30 a.m.-5 p.m.

Six Sigma Greenbelt Professional 🔷 NEW

Learn skills that will allow you to effectively drive process improvement efforts within your organization as a Six Sigma Green Belt professional. This course will focus on the Six Sigma Green Belt Body of knowledge as identified by the American Society for Quality (ASQ). You will become proficient in the analytical tools needed to execute the Six Sigma Methodology of Define, Measure, Analyze and Control (DMAIC). Quantitative and qualitative exercises that will ensure application and retention of complex process improvement tools and techniques will be reviewed. You will be prepared to sit for the ASQ SSGB certification exam after successful completion of this course. Prerequisites: 3 years of professional work experience, some algebra knowledge. TWA

Course: MGT596 48 Hours
$450 + $425 fee = $875; NMR add $400

Rockville Campus
CRN#: 25246 12 Sessions M,W
10/7-11/13 6-10 p.m.

**NEW THIS FALL!**

Six Sigma Greenbelt Professional (MGT596)

Focus on the Six Sigma Green Belt Body of knowledge as identified by the American Society for Quality (ASQ).

Racial Equity Action Leadership (R.E.A.L.) (MGT591)

Join us for this 8-Month Program
Starting October 3, 2019
We are excited to bring you a unique and structured dialogue process that begins with understanding the historical roots of racism and ends with examining best practices for operationalizing equity within organizations.

In partnership with LEadership Montgomery

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

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**CIA® Certification Prep**

Prepare to earn the most sought-after credential in the global internal audit profession! Become a Certified Internal Auditor® (CIA®), the optimum way to communicate knowledge, skills, and competencies to effectively carry out professional responsibilities for any internal audit, anywhere in the world. Our expert instructors will lead you through the entire global CIA exam syllabus in a structured and interactive environment to ensure you understand and can apply the critical CIA topics. The CIA Prep Course is based on the IIA’s New CIA Learning System which has been updated and enhanced to teach the entire 3-Part CIA exam syllabus. This premier CIA Exam preparation and professional development program delivers the global CIA exam syllabus in a blended learning format of customized workbooks and web-based learning software. (Printed workbooks and online study tools included). Tuition waiver applies; seniors pay fee only.

### The IIA CIA Preparation is offered as 3 Parts:

#### Certified Internal Auditor (CIA) Exam Prep: Part I: Essentials of Internal Auditing

**Course:** MGT593 16 Hours
$400 + $455 fee = $855; NMR add $400

**Distance Learning**
- CRN#: 25241 8 Sessions M,W 9/9-10/2 6-8 p.m.
- Rockville Campus
- CRN#: 25240 2 Sessions S 9/14-9/21 8:30 a.m.-5:30 p.m.

No class 9/28

#### Certified Internal Auditor (CIA) Exam Prep: Part II: Internal Audit Practice

**Course:** MGT594 16 Hours
$400 + $455 fee = $855; NMR add $400

**Distance Learning**
- CRN#: 25243 8 Sessions M,W 10/21-11/13 6-8 p.m.
- Rockville Campus
- CRN#: 25242 2 Sessions S 10/12-10/19 8:30 a.m.-5:30 p.m.

#### Certified Internal Auditor (CIA) Exam Prep: Part III: Internal Audit Business Knowledge

**Course:** MGT595 16 Hours
$400 + $455 fee = $855; NMR add $400

**Distance Learning**
- CRN#: 25245 8 Sessions M,W,F 12/2-12/18 6-8 p.m.
- Rockville Campus
- CRN#: 25244 2 Sessions S 11/9-11/16 8:30 a.m.-5:30 p.m.

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**COLLOQUIUM**

We’re Both Right: Successful Conversations to Bridge the Divide

Come join us on the Germantown Campus
November 1, 2019 from 9 a.m.–4 p.m.

Darlene Floyd, a nationally recognized presenter and speaker, leads this year’s Colloquium.

Together, we will provide you with tools and techniques to have difficulty yet powerful conversations on issues of race, ethnicity, gender, sexual orientation, age, religion, physical and mental ability—conversations that often divide us.

See course (MGT592) on page 61 for more details.
NONPROFIT LEADERSHIP INSTITUTE

Nonprofit Fundraising and Development
Effective fundraising requires strategic planning and buy-in from staff and volunteers. This course will provide the basics of best practices in nonprofit fundraising and development, and will cover areas such as major donor development, solicitation techniques, donor database management, event planning, seeking corporate support and grants, and much more. This course is ideal for Executive Directors, Fundraising staff, Major Gifts Officers, and volunteers. TWA
Course: NPT002 12 Hours
$200 + $125 fee = $325; NMR add $160
Gaithersburg Business Training Center
CRN#: 25084 6 Sessions M
10/21-11/25 6:30-8:30 p.m.

Nonprofit Leadership Boot Camp
Montgomery College’s Nonprofit Leadership Development program focuses on developing the leadership potential and capacity of emerging leaders serving our community and striving to create beneficial change for the people who live here and the environment they live in. Designed for participants who are either new to a leadership role or looking to expand their leadership confidence and competence from within a mid-level leadership job. This seminar engages participants in clarifying the role of leadership in their lives and their work, developing strategies to advance their individual leadership aspirations, and mastering frameworks that support leadership success. These skills and understanding are then applied to key areas of nonprofit organizational management with opportunities to assess and recreate systems that align our day-to-day work with the outcomes we want to create for ourselves and the organizations we serve. The program introduces practical tools and frameworks and then uses them to explore the different management domains of governance, programming, finance, human resources, strategy, communications, and engagement. Submit an application online http://cms.montgomerycollege.edu/wdce/nonprofitleadership_application.html TWA
Course: NPT009 36 Hours
$300 + $300 fee = $600; NMR add $300
Rockville Campus
CRN#: 25087 6 Sessions F
9/20-12/6 9 a.m.-4 p.m.
Class meets on the following dates: 9/20, 10/4, 10/18, 11/1, 11/15, 12/6

Nonprofit Marketing and Communications
Raising the profile of your nonprofit organization and telling your story requires strategy and planning. This course will provide training using a wide variety of tools including social media, websites, newsletters and e-mail marketing, and media advisories. Emphasis will be on brand messaging and in support of your organization’s fundraising efforts and the latest trends. This course is ideal for Executive Directors, Marketing and Communications staff, and volunteers. TWA
Course: NPT003 12 Hours
$200 + $125 fee = $325; NMR add $160
Rockville Campus
CRN#: 25085 6 Sessions T,R
12/3-12/19 6-8 p.m.

Writing to Win: Preparing Strong Grant Application Templates
Nonprofit organizations of every size depend on grants to fund important initiatives designed to benefit the community. A good master proposal and planning will increase your chances of writing a winning proposal. Join us and learn the process of preparing strong grant application templates. This course is ideal for executive directors, program directors, board members and freelance grant writers seeking to develop or refine their grant writing skills. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: NPT006 12 Hours
$195 + $115 fee = $310; NMR add $160
Gaithersburg Business Training Center
CRN#: 25086 6 Sessions M
9/9-10/14 6:30-8:30 p.m.

African Dance
Discover the art and beauty of African dance. Learn the posture, movements, and stylistic technique of traditional dances from places like Ethiopia, Mali, Guinea, and Senegal. Apply what you've learned in performance-focused choreography. Sign up for all 10 sessions with this course and save $25, or sign up for individual sessions below. TWA
Course: PFA065 6.25 Hours
$55 + $40 fee = $95; NMR add $50
Takoma Park/Silver Spring Campus
CRN#: 25177 10 Sessions S
9/21-11/23 10-10:45 a.m.

African Dance Sessions
Discover the art and beauty of African dance. Learn the posture, movements, and stylistic technique of traditional dances from places like Ethiopia, Mali, Guinea, and Senegal. Apply what you've learned in performance-focused choreography. Sign up for each session if you want to attend a single session, or register for the whole series above.
Each session is 45 minutes from 10-10:45 a.m. Cost of each workshop is $8 + $4 = $12; NMR add $30
- Session 1 CRN#: 25180 S 9/21
- Session 2 CRN#: 25181 S 9/28
- Session 3 CRN#: 25182 S 10/5
- Session 4 CRN#: 25183 S 10/12
- Session 5 CRN#: 25184 S 10/19
- Session 6 CRN#: 25185 S 10/26
- Session 7 CRN#: 25186 S 11/2
- Session 8 CRN#: 25187 S 11/9
- Session 9 CRN#: 25188 S 11/16
- Session 10 CRN#: 25189 S 11/23
**Ballet I**

An introduction to fundamental exercises, techniques, and steps of classical ballet. Basic ballet terminology, correct body alignment, and simple adagio and allegro combinations are introduced in barre and center work. TWA

**Course:** FLM037  
37.5 Hours  
$264 + $90.80 fee = $354.80; NMR add $580.80

**Rockville Campus**

CRN#: 24676  
31 Sessions  
T,R  
9/3-12/19  
2-3:15 p.m.

No class 11/28

**Ballroom Dance: Topics**

Discover ballroom dance with a different topic each semester! Move your feet to dances like swing, foxtrot, waltz, and rumba. Learn basic and simple variations, footwork, and lead and follow techniques designed to make you shine on the dance floor. At the end of each class enjoy practicing your new moves to a variety of music.

**Topic: East Coast Swing**

Learn the basics of East Coast Swing while you sway to big band, soul, rock and roll, and top 40 hits on the dance floor. East Coast Swing, like all contemporary swing dances, evolved from Lindy Hop and is one of the most versatile and popular dances today. TWA

**Course:** PFA054  
7.5 Hours  
$55 + $40 fee = $95; NMR add $50

**Rockville Campus**

CRN#: 25172  
6 Sessions  
R  
9/19-10/24  
7-8:15 p.m.

**Dance: Introduction**

An examination of dance as an art form and means of multicultural expression, ritual, and tradition. Learn the practices, philosophies, terminologies, and styles of dance and careers in dance. The role of dance in world societies and how it relates to different cultures is explored through lectures, assigned readings, films, recordings, and experiential dance activities. TWA

**Course:** PFA015  
37.5 Hours  
$396 + $136.20 fee = $532.20; NMR add $871.20

**Germantown Campus**

CRN#: 25116  
30 Sessions  
M,W  
9/4-12/18  
12:30-1:45 p.m.

No class 11/27

**Rockville Campus**

CRN#: 25115  
31 Sessions  
T,R  
9/3-12/19  
12:30-1:45 p.m.

No class 11/28

CRN#: 25113  
30 Sessions  
M,W  
9/4-12/18  
6:15-7:30 p.m.

No class 11/27

**Takoma Park/Silver Spring Campus**

CRN#: 25120  
29 Sessions  
T,R  
9/10-12/19  
6-7:25 p.m.

No class 11/28

**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. Instructor: Susan Galbraith.TWA

**Course:** PFA018  
12.5 Hours  
$90 + $70 fee = $160; NMR add $120

**Takoma Park/Silver Spring Campus**

CRN#: 25134  
10 Sessions  
F  
9/20-11/22  
11:30 a.m.-12:45 p.m.

**Jazz Dance I**

An introduction to the fundamental jazz exercises, techniques, and styles. Basic jazz dance principles are introduced, including body isolatedos, flexibility exercises, and movement phrases. TWA

**Course:** FLM039  
37.5 Hours  
$264 + $90.80 fee = $354.80; NMR add $580.80

**Rockville Campus**

CRN#: 24768  
31 Sessions  
T,R  
9/3-12/19  
12:30-1:45 p.m.

No class 11/28

**Modern Dance II**

Continue your exploration of modern dance as an art form. Perfect your technique, develop improvisational skills, and experiment with creative movement studies. Prerequisite: Prior experience in modern dance; can be fulfilled by FLM038 or DANC103 Modern Dance I. TWA

**Course:** FLM049  
37.5 Hours  
$396 + $136.20 fee = $532.20; NMR add $871.20

**Rockville Campus**

CRN#: 24773  
45 Sessions  
M,W,F  
9/4-12/20  
11 a.m.-12:25 p.m.

No class 11/27, 11/29

**Salsa & Bachata I**

Learn the fundamentals of those two wildly popular Latin dances, salsa and bachata! Practice the 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  
$45 + $35 fee = $80; NMR add $50

**Takoma Park/Silver Spring Campus**

CRN#: 25156  
3 Sessions  
T  
10/22-11/5  
7-9 p.m.

**Community Arts is on Facebook!**

Keep up with events, new course offerings, registration information, and more. [www.facebook.com/communityartsatmontgomerycollege](http://www.facebook.com/communityartsatmontgomerycollege)

**Tapa Dance: Intermediate**

Continue to build on the fundamentals of percussive tap dance. Explore new step variations, simple combinations, improvisation, and polyrhythms. Experience alternate styles by adding buckets and sticks to your percussive toolbox. Dance to music genres from jazz to rock and roll. Prerequisite: PFA018 Intro to Tap Dance or equivalent experience. TWA

**Course:** PFA061  
10 Hours  
$90 + $70 fee = $160; NMR add $120

**Takoma Park/Silver Spring Campus**

CRN#: 25179  
10 Sessions  
F  
9/20-11/22  
1-2 p.m.

**Film**

**Advanced Media Content Production**

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, or ART054 Video Editing, or TVRA140 Video Editing, or experience using Adobe Premiere. TWA

**Course:** ART070  
75 Hours  
$528 + $181.60 fee = $709.60; NMR add $1,161.60

**Rockville Campus**

CRN#: 24677  
31 Sessions  
T,R  
9/3-12/19  
12:30-3:10 p.m.

No class 11/2

**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  
$396 + $136.20 fee = $532.20; NMR add $871.20

**Germantown Campus**

CRN#: 24720  
15 Sessions  
F  
9/6-12/20  
2-4:40 p.m.

No class 11/29

**Rockville Campus**

CRN#: 24722  
15 Sessions  
R  
9/5-12/19  
6-8:40 p.m.

No class 11/28

**Takoma Park/Silver Spring Campus**

CRN#: 24721  
15 Sessions  
F  
9/6-12/20  
2-4:40 p.m.

No class 11/29

**Takoma Park/Silver Spring Campus**

CRN#: 24721  
15 Sessions  
W  
9/4-12/18  
3-5:40 p.m.

No class 11/27

**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.
Smartphone Video Production
Learn to use your smartphone’s recording and editing features like a pro in this newly reworked class. In the fast-paced digital world, the smartphone is a powerful tool for producing, editing, and sharing videos. Discover how to tell your story effectively, frame and film interview subjects, capture quality audio and video, use editing apps, and share your story with the world. Open to all skill levels; no prior experience required. TWA
Course: ADS482 25 Hours $185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 24641 10 Sessions M 9/16-11/18 1-3:30 p.m.

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 underlie sound in audiovisual media. Perfect for video artists, musicians, and hobbyists. TWA
Course: PFA050 25 Hours $185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 25164 10 Sessions T 9/17-11/19 7-9:30 p.m.

Video Editing With iMovie
Discover video editing using simple programs available to everybody. If you’re not ready to take the leap to professional level software, this is the course for you! Learn the basics of non-linear video editing while exploring the art of video storytelling. Please bring 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: ADS483 12.5 Hours $100 + $65 fee = $165; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 24642 5 Sessions M 10/21-11/18 9:30 a.m.-12 p.m.

Music
American Popular Music ♩
Explore American popular music from the turn of the 20th century to the present with an emphasis on rock music. TWA
Course: FLM006 37.5 Hours $396 + $136.20 fee = $532.20; NMR add $971.20
Germantown Campus
CRN#: 24734 15 Sessions W 9/4-12/18 7-9:40 p.m. No class 11/27
CRN#: 24735 43 Sessions M,W,F 9/9-12/20 2-3 p.m. No class 11/27, 11/29

Rockville Campus
CRN#: 24731 31 Sessions T,R 9/3-12/19 12:30-1:45 p.m. No class 11/28
CRN#: 24733 45 Sessions M,W,F 9/4-12/20 10-10:50 a.m. No class 11/27, 11/29
CRN#: 24732 45 Sessions M,W,F 9/4-12/20 12-12:50 p.m. No class 11/27, 11/29
CRN#: 24730 45 Sessions M,W,F 9/4-12/20 2-2:50 p.m. No class 11/27, 11/29
CRN#: 24737 14 Sessions S 9/7-12/14 9:30 a.m.-12:10 p.m. No class 11/30
CRN#: 24736 15 Sessions M 9/9-12/16 6:30-9:10 p.m. No class 11/28

Takoma Park/Silver Spring Campus
CRN#: 24738 29 Sessions T,R 9/10-12/19 1-2:25 p.m. No class 11/28

Blues Guitar Seminar
Go beyond the basics of guitar playing and learn to play chords and melodies in the genre of traditional blues. Learn 8- and 12-bar harmony, basic finger style, basic rhythm guitar technique, and the pentatonic and blues scale in multiple fretboard positions. Your new blues background will provide you with a foundation in form, control, feel, and harmonies that can be used in any genre of music, like R&B, jazz, country, and rock. Prerequisite: FLM024/MUSC138 Class Guitar I or 2-3 years of self-taught experience. TWA
Course: PFA013 10 Hours $75 + $60 fee = $135; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 25109 4 Sessions M 9/23-10/14 7-9:30 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
Rockville Campus
CRN#: 25157 4 Sessions W 10/2-10/23 6:30-9:30 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
Rockville Campus
CRN#: 25162 4 Sessions W 10/30-11/20 6:30-9:30 p.m.

Class Guitar I ♩
Learn fundamental playing techniques of the guitar. This includes basic finger technique and leads to a fundamental technical proficiency. TWA
Course: FLM024 50 Hours $264 + $90.80 fee = $354.80; NMR add $580.80
Rockville Campus
CRN#: 24765 30 Sessions M,W 9/4-12/18 10-11:40 a.m. No class 11/27
Takoma Park/Silver Spring Campus
CRN#: 24766 30 Sessions M,W 9/4-12/18 10-11:45 a.m. No class 11/27

Class Piano I ♩
Functional piano training for beginners. You will learn basic keyboard skills for development of the ability to improvise accompaniments, transpose, sight-read, and play by ear. Rehearse technical studies and repertoire of elementary piano pieces. TWA
Course: FLM022 50 Hours $264 + $90.80 fee = $354.80; NMR add $580.80
Rockville Campus
CRN#: 24761 61 Sessions M,T,W,R 9/3-12/18 1-1:50 p.m. No class 11/27, 11/28
CRN#: 24762 61 Sessions M,T,W,R 9/3-12/19 3-3:50 p.m. No class 11/27, 11/28
Takoma Park/Silver Spring Campus
CRN#: 24763 31 Sessions T,R 9/3-12/19 1-2:45 p.m. No class 11/28

Class Piano II ♩
Course: FLM023 50 Hours $264 + $90.80 fee = $354.80; NMR add $580.80
Rockville Campus
CRN#: 24764 61 Sessions M,T,W,R 9/3-12/19 10-10:50 a.m. No class 11/27, 11/28

Start your music career on the right note ♪
Learn what goes into a successful music release, and how to use social media to build and reach a fan base with our Business of Music classes.
• Business of Music 1: Social Media Marketing
• Business of Music 2: Music Release Planning

• Colisted ▲ Tuition Installment Plan ♥ VA-Approved TWA Tuition Waiver Applies NMR Non-Md 65
CLASS

**Class Voice**
Learn correct breathing, tone production, and diction through which you can develop specific vocal abilities. Discover the general principles of singing with a number of repertoire songs. TWA

**Course:** FLM040  50 Hours
**CRN:** 24769  31 Sessions  T,R
9/3-12/19  12:14 p.m.
No class 11/28

**Rockville Campus**

**Course:** FLM011  37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20

**Rockville Campus**

**CRN:** 24754  45 Sessions  M,W,F 9/4-12/20
11-11:50 a.m.
No class 11/27, 11/29

**CRN:** 24752  30 Sessions  M,W 9/4-12/18
1-2:15 p.m.
No class 11/27

**Takoma Park/Silver Spring Campus**

**CRN:** 24756  31 Sessions  T,R
9/3-12/19  9:10-11:45 a.m.
No class 11/28

**College Band—Wind Ensemble**
Learn the preparation and performance of marching band, concert band, and symphonic band (wind ensemble) literature. Concerts are a regular part of the course. The ability to read music is required. TWA

**Course:** PFA028  37.5 Hours
$132 + $69 fee = $201; NMR add $266.80

**Rockville Campus**

**CRN:** 25140  16 Sessions  T
9/3-12/7  4:30-7:05 p.m.

**History of Jazz**
This course surveys jazz in the United States from the turn of the century to the present. Study several major African-American figures in depth. The art of listening to jazz music is emphasized; outside listening will be required. TWA

**Course:** FLM010  37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20

**Germantown Campus**

**CRN:** 24758  43 Sessions  M,W,F
9/9-12/20  11 a.m.-12 p.m.
No class 11/27, 11/29

**Rockville Campus**

**CRN:** 24757  29 Sessions  M,W
9/9-12/18  3-4:25 p.m.
No class 11/27

**CRN:** 24759  15 Sessions  T
9/10-12/17  6:30-9:10 p.m.

**Introduction to Music Theory**
Discover the basic elements of music! Learn terminology, notation, scales, intervals, triads, and traditional diatonic harmony. Apply these to reading, playing, and creating music. This course is intended for students with a limited musical background. TWA

**Course:** FLM011  37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20

**Rockville Campus**

**CRN:** 24754  45 Sessions  M,W,F
9/4-12/20  11-11:50 a.m.
No class 11/27, 11/29

**CRN:** 24752  30 Sessions  M,W
9/4-12/18  1-2:15 p.m.
No class 11/27

**Takoma Park/Silver Spring Campus**

**CRN:** 24756  31 Sessions  T,R
9/3-12/19  9:10-11:45 a.m.
No class 11/28

**Listening to Music**
Discover the rich variety of musical genres available today. Learn how to actively listen to music such as symphony, opera, ballet, chamber music, art song, and contemporary. TWA

**Course:** FLM013  37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20

**Germantown Campus**

**CRN:** 24749  31 Sessions  T,R
9/3-12/19  9:30-10:45 a.m.
No class 11/28

**Rockville Campus**

**CRN:** 24745  31 Sessions  T,R
9/3-12/19  9:30-10:45 a.m.
No class 11/28

**CRN:** 24751  45 Sessions  M,W,F
9/4-12/20  9-9:50 a.m.
No class 11/27, 11/29

**CRN:** 24746  45 Sessions  M,W,F
9/4-12/20  10-10:50 a.m.
No class 11/27, 11/29

**CRN:** 24748  45 Sessions  M,W,F
9/4-12/20  11-11:50 a.m.
No class 11/27, 11/29

**CRN:** 24750  45 Sessions  M,W,F
9/4-12/20  12-12:50 p.m.
No class 11/27, 11/29

**Takoma Park/Silver Spring Campus**

**CRN:** 24760  31 Sessions  T,R
9/3-12/19  10:30-11:45 a.m.
No class 11/28

**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:** FLM046  37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20

**Rockville Campus**

**CRN:** 24772  31 Sessions  T,R
9/3-12/19  11 a.m.-12:15 p.m.
No class 11/28

**Maryland Band Directors Band**
Study and perform classic band literature of grades IV and above. For professional musicians such as music teachers, military band personnel, and free-lance performers. Participation is open to outstanding non-teachers by audition. Six rehearsals and two concerts per semester. 1.5 CEUs per semester; 0.75 CEUs per section. CPD credits available for MCPS teachers who have the Advanced Placement Certificate. Contact Dr. Vincent Patterson 301-215-9299, or e-mail: maestrovincen@yahoo.com. TWA

**Course:** PFA053  7.75 Hours
$10 + $33 fee = $43; NMR add $30

**Rockville Campus**

**CRN:** 25166  4 Sessions  W,R
9/11-9/26
Rockville Rehearsals Wednesdays 9/11-9/25, 7:30-9:30 p.m.
Concert: Thursday, September 26 at The Cultural Arts Center, Silver Spring, 7:30 p.m.

**Music Technology: Advanced Applications**
Continue your studies of computer-based music production. Compose original musical compositions using MIDI, multitrack recording, and computer music applications. Learn the tools of digital audio recording, sequencing, sound design, and musical notation. Explore multimedia and internet-based music applications. Prerequisite: FLM046 or MUSC174 Intro to Music Technology or permission of department. TWA

**Course:** FLM050  37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20

**Rockville Campus**

**CRN:** 24774  31 Sessions  T,R
9/3-12/19  1-2:15 p.m.
No class 11/28

**Persian Vocal Music**
Expand your cultural and musical competency by learning to sing Persian traditional music! Explore the Seven Dastgahs—the scales used in Persian music—and the basics of Solfege, Persian traditional music theory. Sing famous Persian songs accompanied by instruments such as the setar, tar, and tomback. No prior musical training is required; this course is open to students of all experience levels. TWA

**Course:** PFA060  20 Hours
$155 + $105 fee = $260; NMR add $140

**Rockville Campus**

**CRN:** 25178  3 Sessions  T
9/11-9/26

**CRN:** 25170  4 Sessions  W,R
10/30-11/14
Rockville Rehearsals Wednesdays 10/30-11/13, 7:30-9:30 p.m.
Concert: Thursday, November 14 at The Parilla Performing Arts Center, Rockville, 7:30 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.
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: Adult Piano Adventures All-in-One Piano Course Book 1 by Nancy and Randall Faber. TWA You must purchase textbook(s)/materials and bring them to the first class.
Course: PFA032 16 Hours $102 + $98 fee = $200; NMR add $140

Rockville Campus
CRN#: 25148 8 Sessions M 9/16-11/4 6:30-8:30 p.m.

Takoma Park/Silver Spring Campus
CRN#: 25143 8 Sessions T 9/17-11/5 10:30 a.m.-12:30 p.m.

Sound Design: Introduction
See course on page 65.

World Ensemble
Topic: Music of the anglophone and francophone Caribbean including Reggae, Calypso, Zouk, Kompa, and Beguine.
Join a mixed ensemble of voices and instruments from around the world, including percussion, strings, bass, drums, piano, guitars, and flutes. Explore indigenous traditional and contemporary music from around the world, reflecting our college community that represents over 171 nationalities. The semester ends with a final performance at the Parilla Performing Arts Center, along with optional community performances during the semester. Open to all levels; no experience necessary. TWA
Course: FLM009 37.5 Hours $396 + $136.20 fee = $532.20; NMR add $871.20

Rockville Campus
CRN#: 24725 31 Sessions T,R 9/3-12/19 11 a.m.-12:15 p.m.
No class 11/28
CRN#: 24723 31 Sessions T,R 9/3-12/19 1-2:15 p.m.
No class 11/28
CRN#: 24724 31 Sessions T,R 9/3-12/19 3-4:15 p.m.
No class 11/28
CRN#: 24726 15 Sessions R 9/5-12/19 6:30-9:10 p.m.
No class 11/28

Takoma Park/Silver Spring Campus
CRN#: 24727 46 Sessions M,W,F 9/4-12/20 11-11:50 a.m.
No class 11/29

Theatre

Fundamentals of Acting
Discover what it takes to be an actor! Even the greatest actors started with the fundamentals. Learn basic acting skills, including exercises in speech, movement, and imagination. TWA
Course: FLM009 37.5 Hours $396 + $136.20 fee = $532.20; NMR add $871.20

Rockville Campus
CRN#: 24743 31 Sessions T,R 9/3-12/19 11 a.m.-12:15 p.m.
No class 11/28
CRN#: 24740 45 Sessions M,W,F 9/4-12/20 11-11:50 a.m.
No class 11/27, 11/29
CRN#: 24741 15 Sessions M 9/9-12/16 6:30-9:25 p.m.
CRN#: 24742 29 Sessions T,R 9/10-12/19 2-3:25 p.m.
No class 11/28
CRN#: 24739 13 Sessions S 9/14-12/14 10 a.m.-12:45 p.m.
No class 11/30

Takoma Park/Silver Spring Campus
CRN#: 24744 31 Sessions T,R 9/3-12/19 1-2:15 p.m.
No class 11/28

Introduction to the Theatre
Learn to engage with the theatre arts on a deeper level. Investigate the work of the actors, directors, writers, and technicians who create the theatre arts. Learn to analyze script structures and form through historical and modern perspectives. TWA
Course: PFA017 37.5 Hours $396 + $136.20 fee = $532.20; NMR add $871.20

Germantown Campus
CRN#: 25127 30 Sessions M,W 9/4-12/18 2-3:15 p.m.
No class 11/27

Rockville Campus
CRN#: 25126 31 Sessions T,R 9/3-12/19 11 a.m.-12:15 p.m.
No class 11/28
CRN#: 25123 30 Sessions M,W 9/4-12/18 1-2:15 p.m.
No class 11/27
CRN#: 25130 14 Sessions W 9/11-12/20 6:30-9:15 p.m.
No class 11/27

Mask Making: Introduction
Make a full-face theatrical mask for the stage! Join mask maker Tara Carioso 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

Rockville Campus
CRN#: 25158 10 Sessions R 9/19-11/21 7-9:30 p.m.

Stagecraft I
Discover the principles and practice of drama production, with emphasis on planning, constructing, and shifting scenery, and on the management of backstage operations. Students are required to participate in additional laboratory hours and work on College productions. TWA
Course: PFA040 45 Hours $396 + $136.20 fee = $532.20; NMR add $871.20

Rockville Campus
CRN#: 25151 31 Sessions T,R 9/3-12/19 2-3:15 p.m. (T,R)
No class 11/28
CRN#: 25153 31 Sessions T 9/3-12/19 3-4:15 p.m.

Teatrical Makeup Techniques
A study of theories and techniques of theatrical makeup. This course is designed to familiarize students with the materials and their application, with each student experiencing the techniques involved in corrective, character, and special effects makeup.
Course: PFA014 50 Hours $396 + $136.20 fee = $532.20; NMR add $871.20

Rockville Campus
CRN#: 25111 30 Sessions M,W 9/4-12/18 1-2:45 p.m.
No class 11/27

Increase Your Global Art Awareness
This fall, we’re launching a bunch of new classes in traditional arts topics from around the world. Add that on top of our existing classes for a full schedule!
- African Art and Culture: Topics........ pg. 7
- Chinese Calligraphy...................... pg. 9
- Chinese Brush Painting.................. pg. 12
- Chinese Po-Mo Painting Workshop...... pg. 13
- African Dance................................ pg. 63
- Salsa and Bachata I......................... pg. 64
- Introduction to West African Drumming.. pg. 66
- Persian Vocal Music...................... pg. 66

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.

WD&CE Fall 2019 Noncredit Courses
INVESTING IN THE THRIFT SAVINGS PLAN WHEN WORKING AND RETIRED

Are you a Federal Government employee or retired from federal service? Do you understand the ins and outs of the Thrift Savings Plan (TSP)? Learn about the differences in TSP investment funds, tax considerations, the Roth TSP option, short-term and long-term considerations, and withdrawal options. Discuss required minimum distributions and the Life Annuity option. This course is only relevant to TSP participants or Federal employees considering participation.

**Course:** PRF155  **3 Hours**

$20 + $20 fee = $40; NMR add $30

**Rockville Campus**

CRN#: 25538  1 Session  W  11/6  6:30-9:30 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#: 25540  1 Session  R  10/31  6:30-9:30 p.m.

PROMOTING 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. Explore investment risk and fees, the common red flags of investment fraud, and questions to ask before investing and choosing a financial professional. Discuss 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

WESTFIELD SOUTH

**Gaithersburg Business Training Center**

CRN#: 25547  1 Session  M  11/11  1:30-3:30 p.m.

WESTFIELD SOUTH

**Gaithersburg Business Training Center**

CRN#: 25546  1 Session  M  10/21  1:30-3:30 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

**Gaithersburg Business Training Center**

CRN#: 25525  2 Sessions  R  10/10-10/17  6:30-9:30 p.m.

**Gaithersburg Business Training Center**

CRN#: 25526  2 Sessions  T  10/15-10/22  6:30-9:30 p.m.

**Gaithersburg Business Training Center**

CRN#: 25527  2 Sessions  T  11/5-11/12  6:30-9:30 p.m.

**Gaithersburg Business Training Center**

CRN#: 25528  2 Sessions  W  10/16-10/23  6:30-9:30 p.m.

**Gaithersburg Business Training Center**

CRN#: 25523  2 Sessions  S  10/19-10/26  9:30 a.m.-12:30 p.m.

**Germantown Campus**

CRN#: 25525  2 Sessions  R  10/10-10/17  6:30-9:30 p.m.

**Germantown Campus**

CRN#: 25526  2 Sessions  T  10/15-10/22  6:30-9:30 p.m.

**Germantown Campus**

CRN#: 25527  2 Sessions  T  11/5-11/12  6:30-9:30 p.m.

**Germantown Campus**

CRN#: 25524  2 Sessions  W  11/6-11/13  6:30-9:30 p.m.

**Rockville Campus**

CRN#: 25529  2 Sessions  R  10/3-10/10  6:30-9:30 p.m.

**Sherwood High School**

CRN#: 25531  2 Sessions  T  10/15-10/22  6:30-9:30 p.m.

**Sherwood High School**

CRN#: 25520  2 Sessions  W  10/16-10/23  6:30-9:30 p.m.

**Takoma Park/Silver Spring Campus**

CRN#: 25521  2 Sessions  W  9/11-9/18  6:30-9:30 p.m.

**Takoma Park/Silver Spring Campus**

CRN#: 25532  2 Sessions  R  9/12-9/19  6:30-9:30 p.m.

**Tilden Middle School**

CRN#: 25511  2 Sessions  W  10/30-11/6  6:30-9:30 p.m.
**WD&CE Fall 2019 Noncredit Courses**

**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#: 25533  2 Sessions  W
10/16-10/23  6:30-9:30 p.m.

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**Stocks: An In-Depth Look**
This course will provide students with tools to understand and evaluate stocks and 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. Instructor cannot make stock recommendations. TWA

**Course:** PRF147  8 Hours
$50 + $75 fee = $125; NMR add $120

**Rockville Campus**
CRN#: 25536  3 Sessions  T
11/5-11/19  6:30-9:30 p.m. (11/5-11/12)
11/15-11/26  6:30-8:30 p.m. (11/19 only)

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**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

**Rockville Campus**
CRN#: 25541  2 Sessions  R
11/7-11/14  6:30-9:30 p.m.

**Westfield South**
CRN#: 25542  2 Sessions  W
10/16-10/23  6:30-9:30 p.m.

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**Choose a Career that is Right for You**
What are you good at? What are your natural and work-related strengths? Discover and match them with career areas in which you would be most successful. Choose to apply your skills to your career or volunteering and other life opportunities. Engage in a series of insightful individual and group exercises and conduct research into career areas of interest to you. Draft your career plan while being supported through your career exploration stage by your classmates and career coach. TWA

**Course:** CRP116  12 Hours
$45 + $59 fee = $104; NMR add $120

**Rockville Campus**
CRN#: 25505  4 Sessions  T,R
9/24-10/3  6:30-9:30 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. Explore how to distinguish yourself from others competing for the same jobs, try new job search strategies and get feedback on your practice interviews. 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#: 25504  5 Sessions  T,R
11/16-12/5  6:30-9:30 p.m.

**How Montgomery College Can Help You with Employment and Job Training**
See course on page 53.

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**Please register early!**
Class cancellations are processed at least a week before the start date for classes with low enrollments.

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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.
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 infrastructural 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.

**Course:** PMC019  
**15 Hours**

Project Management Certification Tracks

**PMP® Track (courses must be taken in order):**
1. Project Management Fundamentals (PMC019)
2. A Practical Approach to Project Management (PMC013)
3. PMP® Exam Preparation (PMC004) / PMP® Boot Camp (PMC008)

**CAPM® Track (courses must be taken in order):**
1. Project Management Fundamentals (PMC019)
2. A Practical Approach to Project Management (PMC013)
3. CAPM® Exam Preparation (PMC002)

**Professional Development Courses:**
Continue to improve your skills with courses designed for your development!

These courses help PMI credential holders with recertification while also providing the upskill opportunities to make you a more efficient and productive member of your organization. A certification is not required to take these courses.

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**Project Management Professional (PMP)® Certification Prep ▲▼**

Prepare for the internationally recognized Project Management Professional (PMP)® certification exam. This is an intensive program 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.

**Prerequisites:** Project Management Fundamentals and A Practical Approach to Project Management. This course is certified by the Project Management Institute (PMI)®, TWA

**Course:** PMC004  
**48 Hours**

**Distance Learning**

Rockville Campus
- CRN#: 25410  
- 8 Sessions  
- W,S
- 10/2-10/26  
- 6-10 p.m.(W)
- 8:30 a.m.-5 p.m.(S)

Takoma Park/Silver Spring Campus
- CRN#: 25411  
- 8 Sessions  
- W,S
- 10/30-11/23  
- 6-10 p.m.(W)
- 8:30 a.m.-5 p.m.(S)

**PM Elective Courses**

Business Process Management

A business that can successfully manage its processes is able to maintain a competitive edge, while increasing productivity and efficiency and decreasing costs. This course will enable you to develop a strategic plan supporting the organizations values, vision and mission. Business process management best practices learned will help you and your organization leverage processes to achieve your goals and be successful. (8PDUs) TWA

**Course:** PMC023  
**8 Hours**

**Distance Learning**

Rockville Campus
- CRN#: 25447  
- 4 Sessions  
- T,R
- 10/29-11/17  
- 6-8 p.m.

Leadership Skills for Project Managers and Supervisors

Project Managers and Supervisors represent an important force in their organizations. You have the power to turn on or turn off the productivity of the people who report to you. You are the crucial interface between the employee and the senior managers of the organization. This course takes a unique perspective on the hot topic of leadership and will give you the skills in communication, coaching, and conflict resolution that you need to be successful.

**Course:** PMC033  
**9 Hours**

**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**

Takoma Park/Silver Spring Campus
- CRN#: 25441  
- 1 Session  
- F
- 10/4  
- 6-9:30 p.m.

- CRN#: 25442  
- 1 Session  
- M
- 12/2  
- 6-9:30 p.m.

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See page 96 for room information.
Evaluating / Financing the Fixer-Upper
Can you estimate the fair market value of property after the completion of renovations/repairs? Do you know the difference between homeowner strategies and renovator strategies? Can you determine the discount needed for a “quick sale” price? This course will cover these topics and more. Approved: 3 hours. TWA
Course: REC035 3 Hours
$25 + $25 fee = $50; NMR add $50
Rockville Campus
CRN#: 25197 1 Session F
11/8 4-7 p.m.

Fair Housing
Satisfy the requirement for 1.5 hours of continuing education for Fair Housing. This course covers the history of fair housing and current laws. Approved: 1.5 hours. TWA
Course: REC173 1.5 Hours
$25 + $25 fee = $50; NMR add $50
Rockville Campus
CRN#: 25200 1 Session S
11/8 4-5:30 p.m.

MREC Agency-Residential
This comprehensive study of Agency Law and the disclosures of said law, will delve into the particulars and its effects in the real estate business. Required by all licensees. Approved: 3 hours. TWA
Course: REC189 3 Hours
$25 + $25 fee = $50; NMR add $50
Rockville Campus
CRN#: 25204 1 Session F
11/8 4-7 p.m.

MREC Required Supervision
If you are a Broker, Branch Office Manager, or Team Leader, Maryland legislation mandated in 2010, requires that a Supervision course for all licensees, starting with renewals beginning on or after January 1, 2012, be taken. Explore the many duties and responsibilities of this required Supervision course. Approved: 3 hours. TWA
Course: REC192 3 Hours
$20 + $20 fee = $40; NMR add $30
Rockville Campus
CRN#: 25205 1 Session F
11/8 9 a.m.-12 p.m.

Real Estate Legislative Update
This course will cover legislative issues of particular interest that have been introduced and passed during the past three years. It complies with the Maryland Real Estate Commission requirement for three hours of legislative update. Approved: 3 hours. TWA
Course: REC149 3 Hours
$25 + $25 fee = $50; NMR add $50
Rockville Campus
CRN#: 25199 1 Session R
11/7 12:30-3:30 p.m.

Rentals, Renters, and Landlords
A comprehensive overview of how to deal with rentals and renters. Learn how to qualify them and what procedures have to be followed by the law. Approved: 3 hours. TWA
Course: REC189 3 Hours
$25 + $25 fee = $50; NMR add $50
Rockville Campus
CRN#: 25203 1 Session F
11/8 12:30-3:30 p.m.

Understanding and Using Short Sales
What exactly is a “short sale” and how/when should it be used? What is the homeowner’s financial responsibility, if any, and what is the effect of a short sale on the homeowner’s credit? Do you know what the debtor and lender rights are when loan default occurs? These questions, as well as how to prepare and process a short sale offer, will be covered. Approved: 3 hours. TWA
Course: REC182 3 Hours
$25 + $25 fee = $50; NMR add $50
Rockville Campus
CRN#: 25201 1 Session R
11/7 4-7 p.m.

Real Estate Agents
We want to hear from you!
Tell us what Continuing Education courses you want for Spring 2020!
E-mail us your requests and/or RSVP at SBEL@Montgomerycollege.edu for our August 15th Real Estate Salesperson Information Session on the Rockville Campus from 6-7 p.m.
Top professionals will present sales and lead generation strategies. Course outline for interested salespersons will be presented.
REAL ESTATE—TEST PREPARATION

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

Germantown Campus
CRN#: 25192
9 Sessions
S,U
10/5-11/2
9 a.m.-4 p.m.

Rockville Campus
CRN#: 25193
15 Sessions
M,W,F
11/4-12/11
5:30-9:30 p.m.
No class 11/27, 11/29

Takoma Park/Silver Spring Campus
CRN#: 25191
20 Sessions
T,R
9/12-11/19
6:30-9:30 p.m.

Westfield South
CRN#: 25190
15 Sessions
M,W
9/9-10/30
5:30-9 p.m.
No class 10/2

Real Estate Basic Principles Retest
Retest the Maryland state or General Knowledge exam with us if you scored below 70%. 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.

Course: REB142
3 Hours
$15 + $15 fee = $30; NMR add $30

Gaithersburg Business Training Center
CRN#: 25194
1 Session
9/12-12/20

NATIONAL APARTMENT LEASING

National Apartment Leasing Professional Certification-Accelerated Learning Program (NALP-ALP)
Obtain your NALP designation! Our NAA (National Apartment Association) approved course is an accelerated learning program to prepare ready student professionals to earn the National Apartment Leasing Professional (NALP) designation. The NALP designation will add credibility to your start or advancement in the career of an apartment leasing agent. This course will provide the necessary property management skills to succeed in leasing, including: communications and market research. Communication training includes how to conduct successful telephone presentations, how to respond to online and social media inquiries, and how to conduct successful leasing demonstrations. Market research training includes analysis of how apartments are marketed; completion of a market study and how to conduct your own apartment search. You will be prepared for, and participate in, the proctored examination at the end of the course, as well as receive employment connections. Upon passing the exam, you will earn the NALP designation and be certified as a NALP professional; contingent certification is granted to those who have not yet reached six months of Leasing Professional experience. Requirements: High School diploma or GED, computer proficiency and industry awareness. Attend our August 15th information session at Rockville Campus SW 301 from 6:30-8:30 p.m., to learn more! RSVP: SBEL@montgomerycollege.edu TWA

Course: AMI003
56 Hours
$450 + $345 fee = $795; NMR add $350

Rockville Campus
CRN#: 24678
8 Sessions
S,U
8/31-9/22
9 a.m.-5 p.m.

Gaithersburg Business Training Center
CRN#: 24871
7 Sessions
T,R
9/12-10/1
6-9 p.m.
No class 10/3

TEST PREPARATION

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, 2019-2020 Edition. TWA

Course: SAT004
30 Hours
$255 + $130 fee = $385; NMR add $160

Rockville Campus
CRN#: 25360
10 Sessions
S,U
11/5-12/11
6:15-9:15 p.m.
$255 + $130 fee = $385; NMR add $160

GRE PREPARATION

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 Guide to the GRE, 3rd edition. TWA

Course: TPR021
30 Hours
$255 + $130 fee = $385; NMR add $160

Rockville Campus
CRN#: 25360
10 Sessions
T,W
11/5-12/11
6:15-9:15 p.m.
No class 11/26, 11/27

GRE/GMAT Test Preparation Math Fundamentals
This math preparatory course is designed to augment a basic GRE or GMAT Test Preparation course. Topics include a review of arithmetic, algebra, and geometry skills. Textbooks required at first class: The Official Guide to the GRE, 3rd edition. TWA

Course: TPR020
9 Hours
$126 + $59 fee = $185; NMR add $120

Rockville Campus
CRN#: 25364
3 Sessions
U
9/29-10/13
10 a.m.-1 p.m.
**Praxis Preparation**

**Praxis Core Math Fundamentals Review**

This math review course is designed to augment the Praxis Core preparation courses. You will intensively review arithmetic, algebraic, and geometric concepts to 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

- $165 + $80 fee = $245; NMR add $140

**Rockville Campus**

- CRN#: 25367 4 Sessions  S
  - 10/26-11/17 2-6 p.m.

**New**

**Math Fundamentals Review for PSAT**

This math fundamentals review course is designed to reinforce math skills learned previously. You will review basic arithmetical, algebraic and geometric concepts to reinforce math skills needed for the PSAT. Textbook is required and available for purchase at the Rockville Campus bookstore. TWA

**Course:** SAT008 9 Hours

- $129 + $55 fee = $183; NMR add $120

**Rockville Campus**

- CRN#: 25219 3 Sessions  S
  - 9/14-9/28 9 a.m.-1 p.m.

- CRN#: 25218 3 Sessions  U
  - 9/15-9/29 9 a.m.-12 p.m.

**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, 2020 edition*. TWA

**Course:** SAT001 30 Hours

- $255 + $130 fee = $385; NMR add $160

**Germantown Campus**

- CRN#: 25207 8 Sessions  S,U
  - 9/7-9/29 9 a.m.-1 p.m.  For 10/5 SAT

- CRN#: 25210 8 Sessions  S,U
  - 9/28-10/20 9 a.m.-1 p.m.  For 11/2 SAT

- CRN#: 25213 8 Sessions  S,U
  - 10/26-11/17 9 a.m.-1 p.m.  For 12/7 SAT

**Rockville Campus**

- CRN#: 25208 8 Sessions  S,U
  - 9/7-9/29 9 a.m.-1 p.m.  For 10/5 SAT

- CRN#: 25211 8 Sessions  S,U
  - 9/28-10/20 9 a.m.-1 p.m.  For 11/2 SAT

- CRN#: 25214 8 Sessions  S,U
  - 10/26-11/17 9 a.m.-1 p.m.  For 12/7 SAT

**Takoma Park/Silver Spring Campus**

- CRN#: 25209 8 Sessions  S,U
  - 9/7-9/29 9 a.m.-1 p.m.  For 10/5 SAT

- CRN#: 25212 8 Sessions  S,U
  - 9/28-10/20 9 a.m.-1 p.m.  For 11/2 SAT

- CRN#: 25215 8 Sessions  S,U
  - 10/26-11/17 9 a.m.-1 p.m.  For 12/7 SAT

*Join us for CLEP-a-THON on August 16 at MC's Gaithersburg Business Training Center*

**Take a CLEP exam and earn college credit!** No appointment needed, just drop by during our testing hours of 9:30 a.m.–3 p.m. and bring your CLEP exam ticket with you.

**A $30 testing fee will be charged when you arrive.**

*Call us for more information at 240-567-1862, e-mail us at: clep@montgomerycollege.edu or visit our webpage at: www.montgomerycollege.edu/clep*

**Want to improve your math placement? Then get on the FAST TRACK!**

**FAST TRACK** is a 30-hour review course, covering prealgebra and elementary algebra topics, that prepares qualified students to potentially improve their math course placement. Students should have a history of being successful in equivalent levels of math, although they may not recall enough information to place well on the assessment test. All students must take the assessment test before the first day of class (call 240-567-7459 for information).

**Advanced Fast Track** is a 20-hour review course, but covers elementary algebra and intermediate algebra topics. To take Advanced Fast Track, students must have scored 55 or better on the Accuplacer Algebra test, or successfully completed MATH080 Part 1 or successfully completed basic Fast Track.

For more information please contact Professor Bill Coe at william.coe@montgomerycollege.edu or visit www.montgomerycollege.edu/wdce

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**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:

- **Math, Reading, and Writing**
  - Course cost: $45 tuition + $50 fee = $95; NMR add $50
  - For registration information or if you have any questions e-mail: accuplacerprep@montgomerycollege.edu

**COURSE DATES:**

**Germantown Campus**

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**Rockville Campus**

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**Takoma Park/Silver Spring Campus**

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**TRANSPORTATION SAFETY INSTITUTE**

### AVIATION

**So You Want to Fly an Airplane?**

Get an exciting introductory experience with your feet on the ground. Whether looking for a hobby or looking for a job, find out what it takes to become a Federal Aviation Administration (FAA) certified Private Pilot. The morning three hours of classroom includes topics such as requirements for license, history of aviation, basic principles of flight, maintenance guidelines, air traffic control communications, choosing a flight school, supplies needed, cost estimation, and much more! After the classroom portion (at MC Rockville), students will transport themselves to Davis Airport at 7200 Hawkins Creamery Road, Gaithersburg for a two-hour tour of planes, the cockpit, the airport, the runway, review of preflight checklists and much more! If weather permits, there will be an aircraft flyby. Come join us for the exciting educational opportunity. TWA

- **Course:** SFT086
  - **5 Hours**
  - **$25 + $24 fee = $49; NMR add $30**

**Rockville Campus**

CRN#: 25473
- **1 Session**
  - **S**
  - 9 a.m.-12 p.m. (Classroom)
  - 1-3 p.m. (Davis Airport)

CRN#: 25474
- **1 Session**
  - **S**
  - 9 a.m.-12 p.m. (Classroom)
  - 1-3 p.m. (Davis Airport)

Davis Airport
7200 Hawkins Creamery Rd.
Gaithersburg, MD 20882

### COMMERCIAL DRIVER

**CDL Learner Permit Prep**

The Maryland MVA Commercial Driver License Learner Permit Exam is a requirement before you can practice on commercial driving equipment in preparation for a CDL license. This course provides an introduction to Commercial Drivers Licensing with Maryland state licensing requirements for Class A and B, industry outlook, and practice tests. You will receive instruction on the T, P, X, and S endorsements. TWA

- **Course:** CDL116
  - **9 Hours**
  - **$50 + $55 fee = $105; NMR add $120**

**Rockville Campus**

CRN#: 24872
- **2 Sessions**
  - **R,S**
  - 9/19-9/21
  - 6-9 p.m. (R)
  - 9 a.m.-3:30 p.m. (S)

**Takoma Park/Silver Spring Campus**

CRN#: 24874
- **2 Sessions**
  - **W,S**
  - 11/6-11/9
  - 6-9 p.m. (W)
  - 9 a.m.-3:30 p.m. (S)

### DRIVER SAFETY

**Driver Improvement Lessons (DIL)**

Prepare 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 Montgomery College vehicles. 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 with Additional Supports

Montgomery College’s Driving School and its instructors are Maryland MVA licensed and certified. Our additional support instructors are dually certified in Special Education. This course, in a small classroom environment, prepares rookie drivers to test for a Maryland driver’s license. Our 36-hour course consists of 10 three-hour classroom sessions, and 2 three-hour individual sessions using our own cars. This course provides the exact same MVA curriculum as SFT-043 Driver Education, but with built-in supports. Rookie drivers MUST be accompanied by mentor (parent, guardian, etc.) at the first class/orientation and MUST bring a 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
  - **36 Hours**
  - **$278 + $157 fee = $435; NMR add $225**

**Rockville Campus**

CRN#: 25472
- **10 Sessions**
  - **M,W,F**
  - 11/11-12/6
  - 6-9:15 p.m.
  - No class 11/27, 11/29

### 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#: 25457
- **3 Sessions**
  - **M,W,F**
  - 9/16-9/20
  - 5-8:20 p.m.

### To Be Determined

- **CRN#: 25458**
  - **3 Sessions**
  - **M,W,F**
  - 9/30-10/4
  - 4:15-7:35 p.m.

- **CRN#: 25459**
  - **3 Sessions**
  - **M,W,F**
  - 10/14-10/18
  - 4:15-7:35 p.m.

- **CRN#: 25460**
  - **3 Sessions**
  - **T,R**
  - 11/5-11/12
  - 4:15-7:35 p.m.

**NEW this fall!**

Find out what it takes to become a Federal Aviation Administration (FAA) certified Private Pilot

**So You Want to Fly an Airplane (Course: SFT086)**

See course registration approval required.
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

MCPS 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 teenagers. 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 parent/guardian and MUST bring their learner's permit to the first class/orientation session. Students will learn Montgomery College's driving school policies, which include parental involvement expectations, overview of Maryland's Graduated Licensing System and behind-the-wheel process. This inclusive course will accommodate students with mild learning disabilities. Behind the Wheel (BTW) 6 hours to be scheduled in class. TWA

Course: SFT078
36 Hours
$244 + $160 fee = $404; NMR add $225

Blake High School
CRN#: 25471 10 Sessions M,W,F
10/21-11/11 4:15-7:30 p.m.

Basic RiderCourse 2—Skill Practice
This Basic RiderCourse 2—Skill Practice is a half-day on-cycle program consisting of riding exercise only and there is no testing. It is for riders who currently possess a motorcycle license and own a motorcycle. There is no formal classroom instruction. Riders use their personal motorcycle in this class. It is a perfect way for you to practice and refresh your riding skills. Before class you must present a valid motorcycle license and proof of insurance. Required: After registering, students will be required to present a valid motorcycle license and proof of insurance to a member of the program before being eligible for scheduling. TWA

Course: SFT089
5 Hours
$75 + $50 fee = $125; NMR add $120

14 Firstfield Rd Driving Range
CRN#: 15163 1 Session S

Basic Rider Course 2-License Waiver (BRC2-LW)
Course hours are approximate. 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. E-course must be completed before first class session; must bring printed certificate to first class. 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#: 25462 3 Sessions R,S,U
9/5-9/8 3-9 p.m.(R)
7:45 a.m.-1 p.m.(S,U)

CRN#: 25463 4 Sessions W,R,S,U
9/11-9/15 5:45-9:15 p.m.(W,R)
7:45 a.m.-1 p.m.(S,U)

CRN#: 25464 3 Sessions T,W,R
9/17-9/19 8:45 a.m.-3 p.m.(T)
7:45 a.m.-1 p.m.(W,R)

CRN#: 25465 4 Sessions W,R,S,U
9/18-9/22 5:45-9:15 p.m.(W,R)
7:45 a.m.-1 p.m.(S,U)

CRN#: 25466 3 Sessions R,S,U
10/3-10/6 3-9 p.m.(R)
7:45 a.m.-1 p.m.(S,U)

CRN#: 25467 3 Sessions R,S,U
10/10-10/13 3-9 p.m.(R)
7:45 a.m.-1 p.m.(S,U)

CRN#: 25468 3 Sessions R,S,U
10/17-10/20 3-9 p.m.(R)
7:45 a.m.-1 p.m.(S,U)

Motorcycle Retest
This course is for students who have taken, but did not pass the Motorcycle Safety Foundation and Maryland Motor Vehicle Administration Basic Rider Course. You 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 BRC 2-LW:

Course: SFT046
2 Hours
$20 + $15 fee = $35; NMR add $30

14 Firstfield Rd Driving Range
CRN#: 25461 Sunday 11/17
NEW THIS FALL
911 Dispatch Academy

Are you patient and calm during a crisis?
Are you able to multi-task with computers?
If so, then a career in emergency telecommunications may be for you!

Start today with part 1 of our NEW 911 Dispatch Academy!

In an Emergency: 911

PUBLIC SAFETY
911 Dispatch Academy (Part 1) ▲ NEW

Are you patient and calm during a crisis?
Are you able to multi-task with computers?
If so, then a career in emergency telecommunications may be for you!
This course will enable you to recognize the need for fire, medical, or police responses to 911 calls. You will learn the role the 911 Telecommunicator plays in applying the principles, practices and standards of care when servicing 911 calls as well as learning the roles and responsibilities of the 911 emergency call taker. Included in this course is preparation for the Basic Emergency Telecommunicator Certification (ETC) and Exam. The exam is taken on the last day of the third week of class. This program is in direct response to law enforcement agencies’ need for qualified, job-ready applicants in the 911 Communications Center. TWA

Course: SFT087 60 Hours
$800 + $170 fee = $970; NMR add $400
Rockville Campus
CRN#: 25475 15 Sessions T,R,S
9/10-11/12 6-9 p.m.(T,R)
9 a.m.-3:30 p.m.(S)

Part 2 CPR/AED
Part 3 Emergency Medical Dispatch
Part 4 Emergency Fire Dispatch
Part 5 Emergency Police Dispatch

WORKFORCE TECHNOLOGIES

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#: 25277 12 Sessions W
9/11-12/4 6-10 p.m.
No class 11/27

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#: 25354 12 Sessions R
9/12-12/5 6-10:05 p.m.
No class 11/28

Welding Fundamentals
This course introduces you to the basic processes used in the welding field and emphasizes welding safety. Learn the various types of welding equipment, identification and selection of filler materials, types of welds, and the different welding positions. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: TTG571 56 Hours
$571 + $156 fee = $727; NMR add $350
Rockville Campus
CRN#: 25389 15 Sessions M
9/12-12/5 6-10:05 p.m.
No class 11/25

Welding II—Advanced: SMAW
Prepare to weld in the flat and horizontal positions in accordance with the American Welding Society D1.1 Structural Steel code. Learn basic blueprint and welding symbols, basic metallurgy, and plasma arc cutting techniques. Prerequisite: Welding Fundamentals. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: TTG572 46 Hours
$470 + $127 fee = $597; NMR add $250
Rockville Campus
CRN#: 25389 12 Sessions R
9/12-12/5 5:30-9:35 p.m.
No class 11/28
CRN#: 25390 12 Sessions S
9/14-12/7 1-5:05 p.m.
No class 11/30

3-Dimensional Modeling (3D Modeling)
Do you have a product idea you want to create, or even send to a 3D printer? Do you love concept design, character art, or just visualizing your ideas in 3D space? In this 3D modeling course we’re going to take a look at how you can do all of that by learning the basics of 3D modeling. Course includes development and editing of solid entities, importing and exporting models, and use of solid models in manufacturing situations. TWA

Course: TTG565 60 Hours
$306 + $357 fee = $663; NMR add $300
Rockville Campus
CRN#: 25378 15 Sessions M
9/9-12/16 6-10:15 p.m.

ALL LEVELS

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.
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#: 25369 2 Sessions S
9/14-9/21 9-11:30 a.m.
CRN#: 25370 2 Sessions W
10/2-10/9 2-4:30 p.m.
CRN#: 25368 2 Sessions T
11/5-11/12 6-8:30 p.m.

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 technology 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#: 25362 2 Sessions S
9/14-9/21 9 a.m.-12:15 p.m.
CRN#: 25359 2 Sessions W
10/16-10/23 2-5:15 p.m.
CRN#: 25361 2 Sessions T
11/12-11/19 6-9:15 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: TTG562 6 Hours
$53 + $48 fee = $101; NMR add $120

Rockville Campus
CRN#: 25366 2 Sessions W
9/18-9/25 2-5:15 p.m.
CRN#: 25365 2 Sessions S
10/19-10/26 9 a.m.-12:15 p.m.
CRN#: 25363 2 Sessions T
10/22-10/29 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 laser 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#: 25372 2 Sessions T
10/2-10/9 2-4:30 p.m.
CRN#: 25374 2 Sessions W
11/6-11/13 2-4:30 p.m.
CRN#: 25373 2 Sessions S
11/8-11/16 9-11:30 a.m.

ASL I

This course will provide you with a survey of conversational ASL hand-shapes and basic grammatical structures. Basic cultural information that influences forms and communication in ASL will also be presented and studied. TWA

Course: LAN223 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20

Rockville Campus
CRN#: 25026 14 Sessions T,R
9/3-10/17 2-4:55 p.m.
CRN#: 25024 31 Sessions T,R
9/3-12/19 9:30-10:45 a.m.
No class 11/28
CRN#: 25019 31 Sessions T,R
9/3-12/19 11 a.m.-12:15 p.m.
No class 11/28
CRN#: 25020 31 Sessions M,W
9/4-12/18 12-1:15 p.m.
CRN#: 25021 14 Sessions S
9/7-12/14 9-11:40 a.m.
No class 11/30, 12/21
CRN#: 25029 30 Sessions M,W
9/9-12/18 1-2:25 p.m.
CRN#: 25027 30 Sessions M,W
9/9-12/18 5:30-6:55 p.m.
CRN#: 25033 29 Sessions T,R
9/10-12/19 7-8:25 p.m.
No class 11/28
CRN#: 25032 15 Sessions W
9/11-12/18 4:45-5:50 p.m.
CRN#: 25030 16 Sessions T,R
10/24-12/19 2:45-5:30 p.m.
No class 11/28
ASL II ◘
In this study of American Sign Language, you will broaden your use of ASL hand-shapes and basic grammatical structures. Topics include ASL conversational context for occupations, activities, location and stages of life. Confirmation of proper placement is encouraged prior to registration. TWA
Course: LAN240 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25043 16 Sessions T,R
10/24-12/19 2:45-5:30 p.m.
No class 11/28

Fingerspelling and Number Use in ASL ◘
You will receive a foundation for comprehension, expression, and understanding of ASL hand-shapes as they are used in fingerspelling and numbers. Included will be an introduction to the historical and physiological aspects of fingerspelling and number use in ASL. In class will be supplemented by one hour each week in language learning laboratory. TWA
Course: LAN216 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25070 29 Sessions T,R
9/10-12/19 5:45-7:10 p.m.
No class 11/28

Visual Gestural Communication ◘
You will be introduced to the comprehension and expression of visual-gestural aspects of communication in relation to ASL. You will receive instruction in forms and hand shapes involved in mime and gesticulation. Emphasis will be placed on activities that create visual, motor, and cognitive readiness for signed languages. TWA
Course: LAN215 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25005 29 Sessions T,R
9/10-12/19 1-2:25 p.m.
No class 11/28

Chinese—Elementary I ◘
This is a beginning course for anyone who has no experience in the study of Chinese. You’ll begin to develop the ability to communicate in Chinese through the consideration of cultural themes, language functions, and authentic situations as you acquire the structures and lexicon to work with written language, conversation, and composition. In class work is supplemented by 20 hours of listening and practice in the language learning laboratory. TWA
Course: LAN217 62.5 Hours
$660 + $227 fee = $887; NMR add $1,452
Rockville Campus
CRN#: 25011 46 Sessions M,W,F
9/4-12/20 1-2:25 p.m.
No class 11/29
CRN#: 25010 44 Sessions M,W,F
9/9-12/20 11:10 a.m.-12:45 p.m.
No class 11/29

Chinese—Intermediate I ◘
This is a study of Chinese at a progressive elementary level. You will continue to develop the ability to communicate in Chinese through the consideration of cultural themes, language functions, and authentic situations. You should take the online placement test at https://tinyurl.com/WDCElang to ensure proper placement (log-in: MCID#/password: panthers1). In-class work is supplemented by 20 hours of online homework. TWA
Course: LAN245 62.5 Hours
$660 + $227 fee = $887; NMR add $1,452
Rockville Campus
CRN#: 25089 30 Sessions M,W
9/9-12/18 6-8:25 p.m.

Chinese Conversation and Grammar Review #1
This course is for you if you have an intermediate level Mandarin language background. Listening practice and grammar review will help you develop fluency with an emphasis on conversation. You will improve your conversation skills by role-play practice in everyday situations. TWA
Course: LAN230 22 Hours
$190 + $130 fee = $320; NMR add $160
Walter Johnson High School
CRN#: 25222 12 Sessions W
9/11-12/4 7-9 p.m.
No class 11/27

Chinese—Just Enough
Are you planning to travel to China or just want to learn some Chinese? Then this course is for you. You will learn Mandarin phonetics and tones (Pinyin) to pronounce Chinese characters—just enough to get you started in everyday conversational exchanges. TWA
Course: LAN231 16 Hours
$110 + $116 fee = $226; NMR add $140
Rockville Campus
CRN#: 25175 8 Sessions T
9/10-10/29 7-9 p.m.

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.

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.

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.

FRENCH

French—Just Enough
This is a beginning course for anyone who has no experience with French 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 conversations. If you wish to have a more significant foundation for further French study, you are encouraged to register for French I—Part 1 (not offered every semester). TWA
Course: LAN214 16 Hours
$110 + $116 fee = $226; NMR add $140
Rockville Campus
CRN#: 25176 8 Sessions S
10/19-12/14 1-3 p.m.
No class 11/30

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: LAN401 22 Hours
$133 + $128 fee = $261; NMR add $140
Bethesda-Chevy Chase Reg Serv Ctr
CRN#: 25139 12 Sessions M
9/9-12/2 10 a.m.-12 p.m.
No class 11/25
Rockville Campus
CRN#: 25141 12 Sessions W
9/11-12/4 7-9 p.m.
No class 11/27

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: LAN402 22 Hours
$133 + $128 fee = $261; NMR add $140
Bethesda-Chevy Chase Reg Serv Ctr
CRN#: 25142 12 Sessions T
9/10-12/3 7-9 p.m.
No class 11/26
French II—Part 1
Completion of French I or some basic foundation in French is helpful to succeed at this level. You will be speaking and responding to questions more easily in everyday situations about routines, travel, and planning as you learn descriptive adjectives and the "near future" tense. French and Francophone cultural topics are also discussed. TWA
Course: LAN043 22 Hours $133 + $128 fee = $261; NMR add $140
Rockville Campus
CRN#: 25144 12 Sessions W 9/11-12/4 7-9 p.m.
No class 11/27
CRN#: 25145 12 Sessions S 9/14-12/7 10 a.m.-12 p.m.
No class 11/30

French II—Part 2
This is a continuation of French II—Part 1 and is for nonnative speakers with some basic foundation in French. You will continue to improve your ability to communicate and feel at ease in everyday situations. French and Francophone cultural topics are also discussed. TWA
Course: LAN044 22 Hours $133 + $128 fee = $261; NMR add $140
Rockville Campus
CRN#: 25146 12 Sessions R 9/12-12/5 7-9 p.m.
No class 11/28
CRN#: 25147 12 Sessions S 9/14-12/7 10 a.m.-12 p.m.
No class 11/30

French III—Part 2
This course is a continuation of French III—Part 1. You will continue to improve in fluency as you discuss leisure activities and learn vocabulary about everyday activities. Grammar includes the stress pronouns, the imperfect, the "passé compose" and the two uses of the verbs to know, "savoir" and "connaître." TWA
Course: LAN046 22 Hours $133 + $128 fee = $261; NMR add $140
Rockville Campus
CRN#: 25149 12 Sessions R 9/12-12/5 3-5 p.m.
No class 11/28

French IV—Part 1
This course is a continuation of French III—Part 2 or for nonnative speakers with a good foundation in French. Communication topics include daily routines, banking and finances, and jobs and professions. Grammar constructions include reflexive verbs, relative pronouns, comparing adjectives, and the "future simple" tense. French and Francophone cultural topics are also discussed. TWA
Course: LAN047 22 Hours $133 + $128 fee = $261; NMR add $140
Rockville Campus
CRN#: 25150 12 Sessions M 9/9-12/2 7-9 p.m.
No class 11/25

French Conversation and Grammar
Review # 4
This course, conducted exclusively in French, is designed to increase the fluency of nonnative speakers. Emphasis is on improving speech patterns through intensive conversation practice. Grammar review is an integral part of the course. Occasional reading of short stories reinforces grammar and vocabulary. TWA
Course: LAN104 22 Hours $190 + $130 fee = $320; NMR add $160
Bethesda-Chevy Chase Reg Svc Ctr
CRN#: 25159 12 Sessions M 9/16-12/9 2-4 p.m.
No class 11/25

French—Advanced
This course is designed for nonnative French speakers with an excellent command of the spoken language. It is conducted exclusively in French. Emphasis is on participation in extended discussion of topics of choice. Student oral presentations are followed by class dialogue. Grammar is reviewed as necessary. TWA
Course: LAN105 22 Hours $190 + $135 fee = $325; NMR add $160
Bethesda-Chevy Chase Reg Svc Ctr
CRN#: 25163 12 Sessions W 9/11-12/11 12:30-2:30 p.m.
No class 10/9, 11/27
Rockville Campus
CRN#: 25160 12 Sessions W 9/18-12/11 2-4 p.m.
No class 11/27
Walter Johnson High School
CRN#: 25161 12 Sessions W 9/11-12/4 7-9 p.m.
No class 11/27

German—Elementary I
This is a beginning course for anyone who has no experience in the study of German. You’ll begin to develop the ability to communicate in German through the consideration of cultural themes, language functions, and authentic situations as you acquire the structures and lexicon to work with written language, conversation, and composition. In class work is supplemented by 20 hours of online homework. TWA
Course: LAN218 37.5 Hours $396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25012 31 Sessions T,R 9/3-12/19 9:30-10:45 a.m.
No class 11/28
CRN#: 25014 30 Sessions M,W 9/9-12/18 9:10-25 a.m.
CRN#: 25013 30 Sessions M,W 9/9-12/18 2-3:25 p.m.

GERMAN

German Treasure Chest: Language, Culture & History
If you are an intermediate or advanced level speaker of German, this course is for you and will help you increase your fluency through a rich look at German history and culture. Grammar will be reviewed as needed. TWA
Course: LAN227 22 Hours $190 + $130 fee = $320; NMR add $160
Walter Johnson High School
CRN#: 25221 12 Sessions R 9/12-12/5 7-9 p.m.
No class 11/28

German Conversation and Grammar Review #1
This course is for you if you have a foundation in all the basic German grammar. Conversation practice and reading will help you develop fluency with an emphasis on listening comprehension. Grammar review is an integral part of the course. Readings include simplified versions of articles on various topics. TWA
Course: LAN194 22 Hours $190 + $130 fee = $320; NMR add $160
Walter Johnson High School
CRN#: 25171 12 Sessions R 9/12-12/5 7-9 p.m.
No class 11/28

Hebrew II—Part 1
Hebrew II Part I is an intermediate modern Hebrew language class intended for students with basic knowledge. You will start speaking in Hebrew from the first class and by the end of the course you will be able to use more verbs in the present tense and the infinitive for male, female, singular and plural forms; read and understand texts; converse about a variety of topics; give oral presentations; and write short texts. TWA
Course: LAN177 22 Hours $133 + $128 fee = $261; NMR add $140
Takoma Park/Silver Spring Campus
CRN#: 25169 11 Sessions U 9/8-11/24 12:210 p.m.
No class 9/29

Hebrew III—Part 2
This class is for you if you have previous knowledge of basic verbs, conjugation in the present and past tenses, and the infinitive. You will advance your speaking skills, learn advanced prepositions and their conjugations, indirect speech, and future tense. You will read one-page authentic stories, poems, and articles. The class will feature conversations and discussions, student presentations and simulations, and teacher presentations. TWA
Course: LAN195 22 Hours $133 + $128 fee = $261; NMR add $140
Rockville Campus
CRN#: 25173 11 Sessions T 9/10-11/10 7-9:10 p.m.
No class 10/1, 10/8, 11/26
Hebrew IV—Part 2
This advanced Hebrew class is for you to advance your speaking skills in past and present tenses and learn the future tense. You will read one-page authentic stories, poems and articles in on various topics from modern Israeli literature and biblical sources. Lessons include class discussions, student presentations and simulations, as well as text reading, and teacher presentations. TWA
Course: LAN226 22 Hours $133 + $128 fee = $261; NMR add $140
Rockville Campus
CRN#: 25220 12 Sessions R 9/12-12/5 7-9 p.m.
No class 11/28

ITALIAN

Italian—Elementary I ◘
This is a beginning course for anyone who has no experience in the study of Italian. You'll begin to develop the ability to communicate in Italian through the consideration of cultural themes, language functions, and authentic situations as you acquire the structures and lexicon to work with written language, conversation, and composition. In class work is supplemented by 20 hours of online homework. TWA
Course: LAN229 37.5 Hours $396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25037 46 Sessions M,W,F 9/4-12/20 1-1:50 p.m.
No class 11/29
CRN#: 25039 30 Sessions M,W 9/9-12/18 6:30-7:55 p.m.
CRN#: 25036 29 Sessions T,R 9/10-12/19 9:30-10:55 a.m.
No class 11/28

Italian—Advanced: Language and Culture
This course, conducted exclusively in Italian, is designed to increase the fluency of nonnative speakers. You will receive conversation practice through readings and discussion on current media and Italian cultural topics. Grammar is reviewed as needed. Writing practice and composition with proper grammar will be emphasized. TWA
Course: LAN078 22 Hours $190 + $135 fee = $325; NMR add $160
Rockville Campus
CRN#: 25152 12 Sessions T 9/10-12/3 2-4 p.m.
No class 11/26

JAPANESE

Japanese—Elementary I ◘
This is a beginning course for anyone who has no experience in the study of Chinese. You'll begin to develop the ability to communicate in Chinese through the consideration of cultural themes, language functions, and authentic situations as you acquire the structures and lexicon to work with written language, conversation, and composition. In class work is supplemented by 20 hours of listening and practice in the language learning laboratory. TWA
Course: LAN244 50 Hours $660 + $227 fee = $887; NMR add $1,452
Rockville Campus
CRN#: 25065 30 Sessions M,W 9/9-12/18 12-1:50 p.m.
CRN#: 25067 29 Sessions T,R 9/10-12/19 6:30-8:20 p.m.
No class 11/28

KOREAN

Korean—Elementary I ◘
This is a beginning course for anyone who has no experience in the study of Korean. You'll begin to develop the ability to communicate in Korean through the consideration of cultural themes, language functions, and authentic situations as you acquire the structures and lexicon to work with written language, conversation, and composition. In class work is supplemented by 20 hours of online homework. TWA
Course: LAN221 37.5 Hours $396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25017 31 Sessions M,W 9/9-12/18 12-1:15 p.m.
CRN#: 25018 30 Sessions M,W 9/9-12/18 10-11:25 a.m.
CRN#: 25016 29 Sessions T,R 9/10-12/19 2-3:25 p.m.
No class 11/28
CRN#: 25015 29 Sessions T,R 9/10-12/19 5-6:25 p.m.
No class 11/28

Korean—Elementary II ◘
This is a study of Korean at a progressive elementary level. You will continue your study of written language, conversation, and composition as you consider cultural themes, language functions, and authentic situations. In-class work is supplemented by 20 hours of online practice. Confirmation of proper placement is encouraged prior to registration. TWA
Course: LAN237 37.5 Hours $396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25041 29 Sessions T,R 9/10-12/19 12-1:25 p.m.
No class 11/28

PORTUGUESE

Advanced Portuguese
This course, conducted almost exclusively in Portuguese, provides students with an excellent command of Brazilian Portuguese. You will increase your fluency through informal readings and discussions from Portuguese and Lusophone literature and culture. TWA
Course: LAN168 22 Hours $190 + $135 fee = $325; NMR add $160
Walter Johnson High School
CRN#: 25167 12 Sessions M 9/16-12/9 7-9 p.m.
No class 11/25

SPANISH

Spanish—Just Enough
This is a beginning course for anyone who has no experience with Spanish and wants a quick introduction. You'll learn pronunciation, basic grammar in the present tense and vocabulary—just enough to get you started in everyday conversational exchanges. Textbook is available through the Rockville Campus Bookstore: Learn Spanish the Fast & Fun Way; ISBN#0-7641-2550-8. TWA
Course: LAN084 16 Hours $110 + $116 fee = $226; NMR add $140
Rockville Campus
CRN#: 25155 8 Sessions M 10/21-12/16 9:30-11:30 a.m.
No class 11/25
CRN#: 25153 8 Sessions T 10/22-12/17 7-9 p.m.
No class 11/26

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.
Spanish I—Part 1
This course is an introduction to spoken Spanish. You will learn elementary vocabulary and grammar so that you can begin to engage in practical everyday communications. Topics include greetings, politeness, asking and answering questions, and exchanging personal information. The present tense of regular verbs is introduced. Textbook is required. Details available at Rockville Campus bookstore. TWA

Course: LAN009 22 Hours
$133 + $128 fee = $261; NMR add $140
Bethesda-Chevy Chase Reg Serv Ctr
CRN#: 25094 12 Sessions S
9/14-12/7 10 a.m.-12 p.m.
No class 11/30
Churchill High School
CRN#: 25092 12 Sessions R
9/12-12/5 7-9 p.m.
No class 11/28
Clarksburg High School
CRN#: 25090 12 Sessions W
9/11-12/4 7-9 p.m.
No class 11/27
Germantown Campus
CRN#: 25089 12 Sessions T
9/10-12/3 1:30-3:30 p.m.
No class 11/26
Rockville Campus
CRN#: 25091 12 Sessions W
9/10-12/3 7-9 p.m.
TWA
No class 11/25
Gaithersburg Business Training Center
CRN#: 25104 12 Sessions M
9/9-12/2 7-9 p.m.
No class 11/22
Lawton Community Center
CRN#: 25108 12 Sessions F
9/13-12/6 10 a.m.-12 p.m.
No class 11/29
Takoma Park/Silver Spring Campus
CRN#: 25100 12 Sessions M
9/9-12/2 7-9 p.m.
No class 11/25
Spanish I—Part 2
This is a continuation of Spanish I—Part 1 or appropriate for those with some basic experience. Grammar topics include present tense of regular verbs, ser and estar, 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. Textbook is required. Details available at Rockville Campus bookstore. TWA

Course: LAN010 22 Hours
$133 + $128 fee = $261; NMR add $140
Bethesda-Chevy Chase High School
CRN#: 25102 12 Sessions R
9/12-12/5 7-9 p.m.
No class 11/28
Rockville Campus
CRN#: 25096 12 Sessions T
9/10-12/3 10:30 a.m.-12:30 p.m.
No class 11/26
CRN#: 25097 12 Sessions T
9/10-12/3 1-3 p.m.
No class 11/26
CRN#: 25101 12 Sessions W
9/11-12/4 1:30-3:30 p.m.
No class 11/27
CRN#: 25103 12 Sessions R
9/12-12/5 7-9 p.m.
No class 11/28
Spanish II—Part 1
Completion of Spanish I or equivalent study or communication experience is helpful to succeed at this level. You will be speaking and responding to questions more easily in everyday situations about routines, travel and transportation. Learn uses of reflexive verbs and progressive tense. Hispanic and Spanish cultural topics are discussed. TWA

Course: LAN011 22 Hours
$133 + $128 fee = $261; NMR add $140
Gaithersburg Business Training Center
CRN#: 25107 12 Sessions R
9/12-12/5 10 a.m.-12 p.m.
No class 11/28
Lawton Community Center
CRN#: 25109 12 Sessions F
9/13-12/6 10 a.m.-12 p.m.
No class 11/29
Takoma Park/Silver Spring Campus
CRN#: 25110 12 Sessions S
9/14-12/7 10 a.m.-12 p.m.
No class 11/30
Spanish II—Part 2
This is a continuation of Spanish II—Part 1. You will improve your fluency as you practice articulating needs about topics such as sports, leisure, and managing money exchanges. Grammar study includes use of ‘tener,’ and the perfect subjunctive and the conditional. Hispanic and Spanish cultural topics are discussed. TWA

Course: LAN012 22 Hours
$133 + $128 fee = $261; NMR add $140
Rockville Campus
CRN#: 25105 12 Sessions T
9/10-12/3 7-9 p.m.
No class 11/22
CRN#: 25106 12 Sessions W
9/12-12/5 8-10 p.m.
No class 11/27
George Washington University
CRN#: 25111 12 Sessions W
9/9-12/2 7-9 p.m.
No class 11/22
Lawton Community Center
CRN#: 25112 12 Sessions S
9/9-12/2 7-9 p.m.
No class 11/29
Spanish III—Part 1
This course is for nonnative speakers with a good foundation in Spanish. Grammar focus is on further practice with the subjunctive to express doubt, disbelief, and denial, as well as appropriate use of past perfect tense, present perfect subjunctive and the conditional. Hispanic and Spanish cultural topics are discussed. TWA

Course: LAN013 22 Hours
$133 + $128 fee = $261; NMR add $140
Gaithersburg Business Training Center
CRN#: 25119 12 Sessions T
9/9-12/3 7-9 p.m.
No class 11/26
Lawton Community Center
CRN#: 25110 12 Sessions S
9/9-12/3 7-9 a.m.
No class 11/26
Spanish IV—Part 1
This course is for nonnative speakers with a good foundation in Spanish. Grammar focus is on further practice with the subjunctive to express doubt, disbelief, and denial, as well as appropriate use of past perfect tense, present perfect subjunctive and the conditional. Hispanic and Spanish cultural topics are discussed. TWA

Course: LAN015 22 Hours
$133 + $128 fee = $261; NMR add $140
Takoma Park/Silver Spring Campus
CRN#: 25122 12 Sessions S
9/14-12/7 12-2 p.m.
No class 11/30
Spanish Conversation and Grammar Review—Part 1
This is the first of a four-part sequence for nonnative speakers who have a foundation in all the basic grammar. Conversation practice and reading help to develop your vocabulary. Grammar review is an integral part of the course. Readings include simplified versions of novels and articles on various topics. You will be encouraged to write compositions on self-selected topics. TWA

Course: LAN017 22 Hours
$190 + $130 fee = $320; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 25123 12 Sessions W
9/9-12/2 12-2 p.m.
No class 11/26
Lawton Community Center
CRN#: 25124 12 Sessions T
9/9-12/2 7-9 p.m.
No class 11/26
CRN#: 25125 12 Sessions F
9/13-12/6 10 a.m.-12 p.m.
No class 11/29

Spanish Conversation and Grammar Review—Part 3

This is the third course of a four-part sequence. Grammar review is guided by the needs of the participants. Fluency is improved through extended discussion. The demands of the reading selections will noticeably expand your vocabulary. Reading topics include literature, the environment, and critical review of novels, current events, etc. You will be encouraged to write compositions on self-selected topics. TWA

Course: LAN019 22 Hours
$190 + $130 fee = $320; NMR add $160
Lawton Community Center
CRN#: 25133 12 Sessions  T
9/10-12/3 12-2 p.m.
No class 11/26

Spanish Conversation and Grammar Review—Part 4

This course, conducted exclusively in Spanish, is designed to increase the fluency of non-native speakers. Emphasis is in improving speech patterns through conversation practice. Grammar review is an integral part of the course. Reading topics include literature, culture, and current events. You will be encouraged to make a presentation on a self-selected topic. TWA

Course: LAN153 22 Hours
$190 + $130 fee = $320; NMR add $160
Walter Johnson High School
CRN#: 25165 12 Sessions  T
9/10-12/3 7-9 p.m.
No class 11/26

Spanish Conversation—Advanced

The focus of this course, which is conducted entirely in Spanish and assumes fluency, is discussion, reading, and oral presentation. Grammar review is based on the needs of the participants. Topics of discussion and reading selections are chosen in class and may include current media topics, culture, and literature. TWA

Course: LAN020 22 Hours
$190 + $135 fee = $325; NMR add $160
Bethesda-Chevy Chase Reg Serv Ctr
CRN#: 25137 12 Sessions  R
9/12-12/5 12-2 p.m.
No class 11/28

CRN#: 25136 12 Sessions  R
9/12-12/5 9:30-11:30 a.m.
No class 11/28

Walter Johnson High School
CRN#: 25135 12 Sessions  R
9/12-12/5 7-9 p.m.
No class 11/28

WRITING

Fiction Writing

So you’ve always dreamed of writing a novel? Or have you already published a few pieces and you’re looking to take your writing further? In this hands-on workshop, you’ll learn all the elements of great fiction: from character, motivation, and conflict to structure, setting, and scene-writing. Practice your hand at crafting dialogue, writing gorgeous sentences, showing instead of telling, and revising your work to commercial writing standards. We’ll also discuss the business of writing—with a step-by-step guide to getting published! TWA

Course: WRT149 15 Hours
$130 + $63 fee = $193; NMR add $120

Distance Learning

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

Distance Learning

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

Wrightsville Campus
CRN#: 25436 2 Sessions  T,R
12/3-12/5 6:30-9:30 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

WRITING FOR BUSINESS

Effective Writing Techniques NEW

This action packed course is designed to assist students who want to sharpen their writing skills and make their written documents readable to get their point across. This course will focus on constructing correct sentences and paragraphs, basic grammar, correct writing organization, and punctuation rules. TWA

Course: WRT207 15 Hours
$190 + $60 fee = $250; NMR add $140

Takoma Park/Silver Spring Campus
CRN#: 25440 5 Sessions  T,R
10/15-10/29 6:15-9:15 p.m.

Narrative Writing NEW

This course is designed to teach you how to use and or improve the clarity and coherence of narrative writing that is used in different types of reports or pleasure writing. Topics that will be covered are the major types of writing, how narrative writing is used, the writing process, basic grammar, punctuation and spelling. TWA

Course: WRT208 9 Hours
$100 + $35 fee = $135; NMR add $120

Takoma Park/Silver Spring Campus
CRN#: 25443 3 Sessions  S
11/2-11/16 9:30 a.m.-12:30 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#: 25435 2 Sessions  M,W
11/18-11/20 6:30-9:30 p.m.

WRITING FOR PLEASURE

Restarting Your Writing: How to Get Productive Again

Identify and overcome blocks to working productively at writing. Get exposed to techniques related to mindfulness, affirmations, increasing creativity in micro-moments throughout the day, intention setting, redirecting, self-limiting thoughts, and more. TWA

Course: WRT206 6 Hours
$77 + $35 fee = $112; NMR add $120

Rockville Campus
CRN#: 25438 2 Sessions  T,R
10/15-10/17 6:15-9:15 p.m.
WD&CE Bridge Counselors: Rockville: (240)567-7916/1769 • Takoma Park/Silver Spring: (240)567-1607 • Germantown: (240)567-1807

WD&CE Bridge to Academic & Career Success is a program designed to prepare qualified students to pursue post-secondary education. Students must have an Accuplacer Reading Assessment score between 35-52 and meet the College criteria for admissions. Students in the WD&CE Bridge Program take three courses: Reading, Writing and Life Skills & Career Planning. To be eligible to enroll in the program students must do the following:

1. Apply to Montgomery College
2. Take the Accuplacer Reading test
3. Meet with a Bridge Counselor

Participation in the program requires registration in all three courses in the same group.

Books and materials necessary for class can be purchased in the Montgomery College Bookstore.

Program tuition and fees: $508 + $197 = $705* Non-Residents: Add $400.00 (*Does not include the cost of books)

Additional classes will be offered, based on need.

Registration Period: July 22–September 2, 2019

No class November 27–December 1, 2019

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<tr>
<th>Group&amp;Campus</th>
<th>CRN#</th>
<th>Course#</th>
<th>Title</th>
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<td>PTS016</td>
<td>Life Skills</td>
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<td>9/4–12/11</td>
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<td>9/3–12/10</td>
<td>11:30 a.m.–12 p.m.</td>
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</table>

Montgomery College now offers UGotClass!

Skills for the 21st Century

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

For more information, please visit: http://cms.montgomerycollege.edu/wdce/nconlinecourses.html
**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 Montgomery County 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/](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**

<table>
<thead>
<tr>
<th>School</th>
<th>Registration</th>
<th>Class Days and Times</th>
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</thead>
</table>
| **Westfield South**
(Use front entrance, across from the parking garage) | August 20 & October 17 | 7 a.m. Monday–Friday 7:00 a.m.–9 a.m. |

**Day Classes**

<table>
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<tr>
<th>School</th>
<th>Registration</th>
<th>Class Days and Times</th>
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</thead>
</table>
| **Westfield South**
(Use front entrance, across from the parking garage) | August 20 & October 17 | 9 a.m. Monday–Friday 9:05 a.m.–11:05 a.m. |
| | | 11 a.m. Monday–Friday 11:10 a.m.–1:10 p.m. |

**Evening Classes**

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<tr>
<th>School</th>
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<td>Gaithersburg HS</td>
<td>August 14</td>
<td>6:30 p.m. Monday &amp; Wednesday 6:30 p.m.-9:30 p.m.</td>
</tr>
</tbody>
</table>
| **Westfield South**
(Use front entrance, across from the parking garage) | August 14 | 6:30 p.m. Monday & Wednesday 6:30 p.m.-9:30 p.m. |
| John F. Kennedy HS | August 29 | 6:30 p.m. Tuesday & Thursday 6:30 p.m.-9:30 p.m. |
| Montgomery Blair HS | August 20 | 6:30 p.m. Tuesday & Thursday 6:30 p.m.-9:30 p.m. |
| Richard Montgomery HS | August 20 | 6:30 p.m. Tuesday & Thursday 6:30 p.m.-9:30 p.m. |
| Seneca Valley HS | August 20 | 6:30 p.m. Tuesday & Thursday 6:30 p.m.-9:30 p.m. |
| White Oak MS | August 14 | 6 p.m. Monday & Wednesday 6 p.m.-9 p.m. |

**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 8:30 a.m.–12:30 p.m.</td>
</tr>
<tr>
<td>White Oak MS</td>
<td>July 13</td>
<td>8:30 a.m. Saturday 8:30 a.m.–12:30 p.m.</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 8:30 a.m.–12:30 p.m.</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](http://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 two 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:

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 Montgomery County 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 Sessions will be at:

<table>
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<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>August 15 or November 20</td>
<td>7:00 p.m.</td>
</tr>
<tr>
<td>Westfield South*—2nd floor; Room 210A</td>
<td>August 20 or December 3</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>
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<tr>
<td>Montgomery College Rockville Campus GU Building—Room 120</td>
<td>August 22 &amp; October 21</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>August 27 &amp; October 24</td>
<td>Monday–Friday 9:05 a.m.–1:10 p.m.</td>
</tr>
</tbody>
</table>

Evening Classes

<table>
<thead>
<tr>
<th>School</th>
<th>Dates</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Montgomery College Germantown Campus HS Building—Room 169</td>
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<td>6:30 p.m. Monday–Thursday 6:30 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>Thomas Edison High School of Technology</td>
<td>August 20</td>
<td>6:30 p.m. Monday–Thursday 6:30 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>Sligo Middle School</td>
<td>August 28</td>
<td>6:30 p.m. Monday–Thursday 6:30 p.m.–9:30 p.m.</td>
</tr>
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</table>

Saturday Classes

<table>
<thead>
<tr>
<th>School</th>
<th>Dates</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Montgomery College Germantown Campus HS Building—Room 169</td>
<td>August 3</td>
<td>9:00 a.m. Saturday 9:00 a.m.–1:00 p.m.</td>
</tr>
</tbody>
</table>

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/

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:

| Gaithersburg High School 101 Education Blvd. | Montgomery College Germantown Campus 20200 Observation Drive | Richard Montgomery High School 250 Richard Montgomery Drive |
| Gaithersburg, MD 20877 | Germantown, MD 20876 | Rockville, MD 20852 |
| John F. Kennedy High School 1901 Randolph Road | Montgomery College Rockville Campus 51 Mannakee Street Rockville, MD 20850 | Seneca Valley High School 19401 Crystal Rock Dr. |
| Silver Spring, MD 20902 | Germantown, MD 20874 | Germantown, MD 20874 |
| Montgomery Blair High School 51 University Blvd., East | Montgomery College Takoma Park Campus 900 King Street | Sligo Middle School 1401 Denis Ave. |
| Silver Spring, MD 20901 | Takoma Park, MD 20910 | Silver Spring, MD 20902 |
| Thomas Edison High School of Technology 12501 Dalewood Dr. | Silver Spring, MD 20906 | White Oak Middle School 12201 New Hampshire Ave. |

*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.
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>
<th>Date</th>
<th>Time</th>
<th>Date</th>
<th>Time</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
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<td>6 p.m.</td>
<td>10/9/2019</td>
<td>6 p.m.</td>
<td>11/12/2019</td>
<td>6 p.m.</td>
</tr>
<tr>
<td>7/20/2019</td>
<td>9 a.m.</td>
<td>10/14/2019</td>
<td>9 a.m.</td>
<td>11/16/2019</td>
<td>9 a.m.</td>
</tr>
<tr>
<td>8/6/2019</td>
<td>6 p.m.</td>
<td>10/8/2019</td>
<td>6 p.m.</td>
<td>12/10/2019</td>
<td>6 p.m.</td>
</tr>
<tr>
<td>8/10/2019</td>
<td>9 a.m.</td>
<td>10/12/2019</td>
<td>9 a.m.</td>
<td>12/14/2019</td>
<td>9 a.m.</td>
</tr>
</tbody>
</table>

**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

---

**ADDITIONAL AELG COURSES**

The Adult ESOL Program provides basic English language and life skills instruction to county residents whose native language is not English.

<table>
<thead>
<tr>
<th>ESOL for Building Trades Jobs</th>
<th>ESOL for Customer Service Jobs</th>
<th>ESOL for Healthcare Jobs</th>
<th>ESOL for Bridge to IT Jobs</th>
</tr>
</thead>
</table>
| 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 learn more English for that job?  
- Would you like to learn building/construction vocabulary?  
If interested you must attend one of the ESOL for Building Trades Jobs Orientations:  
8/3/19 @ 8:30 a.m  
8/10/19 @ 8:30 am  
Rockville Campus SB 201 | 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:  
9/9/19 @ 6:00 pm  
9/10/19 @ 6:00 pm  
Westfield South Office Bldg., Suite 306 | 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?  
- Do you want to learn more English for your job?  
- Would you like to learn medical vocabulary?  
If interested you must attend one of the ESOL for Healthcare Jobs Orientations:  
9/3/19 @ 6:00 pm  
9/4/19 @ 6:00 pm  
Takoma Park Campus Cafritz Room 241 | 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  
9/11/19 @ 6:00 pm  
9/12/19 @ 6:00 pm  
Takoma Park Campus Cafritz Room 241 |

For additional information, e-mail ESOL@montgomerycollege.edu or visit our website at http://www.montgomerycollege.edu/wdce/aelg/

---

**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

---

**ADDITIONAL AELG COURSES**

The Adult ESOL Program provides basic English language and life skills instruction to county residents whose native language is not English.

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8/10/19 @ 8:30 am  
Rockville Campus SB 201 | Improve English-speaking skills and learn basic skills needed to enter the retail and customer service industry.  
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- 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:  
9/9/19 @ 6:00 pm  
9/10/19 @ 6:00 pm  
Westfield South Office Bldg., Suite 306 | 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?  
- Do you want to learn more English for your job?  
- Would you like to learn medical vocabulary?  
If interested you must attend one of the ESOL for Healthcare Jobs Orientations:  
9/3/19 @ 6:00 pm  
9/4/19 @ 6:00 pm  
Takoma Park Campus Cafritz Room 241 | Learn English, study and workplace readiness skills for careers in technology  
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- Do you like computers and want to improve your computer skills?  
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9/11/19 @ 6:00 pm  
9/12/19 @ 6:00 pm  
Takoma Park Campus Cafritz Room 241 |

For additional information, e-mail ESOL@montgomerycollege.edu or visit our website at http://www.montgomerycollege.edu/wdce/aelg/
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Get Branded!
Learn to create a powerful and consistent brand for yourself or clients in Branding Bootcamp. See page 11 more details.

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Nonprofit Leadership Boot Camp

Application cycle is open for the Fall 2019 Nonprofit Boot Camp.

www.montgomerycollege.edu/wdce

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.

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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.
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Join us for CLEP-a-THON on August 16 at MC’s Gaithersburg Business Training Center
Take a CLEP exam and earn college credit! No appointment needed, just drop by during our testing hours of 9:30 a.m.–3 p.m. and bring your CLEP exam ticket with you.
A $30 testing fee will be charged when you arrive.
Call us for more information at 240-567-1862, e-mail us at: clep@montgomerycollege.edu or visit our webpage at: www.montgomerycollege.edu/clep

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Let us bring the training to you!
Customized Training for Businesses—
Montgomery College 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. To explore the possibilities of growing your organisations’ understanding of new and existing policies, or to stay current with ever-changing technology, visit:
Alternative Certification for Effective Teachers
An MC/MCPS Partnership Program

Earn your certification to teach in MCPS in only five months through the ACET Program.

**You should apply if you:**
- Desire to teach at the middle school or high school level in a high-demand discipline
- Have a Bachelor’s degree or higher
- Earned a 2.75 GPA or higher
- Have completed Maryland State testing requirements for your subject area

For more information, contact Debra Poese
Director, School of Education, Montgomery College
debra.poese@montgomerycollege.edu

or go to
www.montgomerycollege.edu/wdce/acet/acet.html

The ACET program is a Maryland Approved Alternative Preparation Program
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Montgomery College
SAFETY TRAINING

To Register for
Montgomery College
Safety Training Classes:
https://chesapeake-sc.org

Real Estate
Agents

We want to hear from you!

Tell us what Continuing Education courses you want for Spring 2020!

E-mail us your requests and/or RSVP at SBEL@Montgomerycollege.edu for our August 15th Real Estate Salesperson Information Session on the Rockville Campus from 6–7 p.m.

Top professionals will present sales and lead generation strategies. Course outline will be discussed.

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.

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— X, Y, Z —

Youth Programs at MC all year round!

Our Summer Youth Programs may be over, but our FALL YOUTH PROGRAMS are just getting started! Please check our website regularly for updated program information at www.montgomerycollege.edu/youth or call 240-567-7917 or 240-567-7264

Asistencia en Español disponible

Real Estate Agents

We want to hear from you!

Tell us what Continuing Education courses you want for Spring 2020!

E-mail us your requests and/or RSVP at SBEL@Montgomerycollege.edu for our August 15th Real Estate Salesperson Information Session on the Rockville Campus from 6–7 p.m.

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Asistencia en Español disponible
Academic Programs & Courses
Inspiring, Engaging, and Relevant

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 skill set 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. Find out more about Montgomery College’s Academic Affairs Division.

* General Studies: a flexible degree path emphasizing transfer in one of four academic cores: Humanities, Arts, Communications, and Languages (HACL); Science, Technology, Engineering, and Math (STEM); Social Sciences, Administration, and Health (SSAH); or Integrated Studies (INTG)

Special Programs

Montgomery College is home to several special programs designed to enhance our students' learning experiences and better prepare them to enter a career or obtain a bachelor's degree.

- The Achieving Collegiate Excellence and Success (ACES) targets Montgomery County high school students and guides them through completion of a four-year degree.
- The American English Language Program prepares non-native speakers of English for successful college work in the United States.
- The Global Humanities Institute brings the world into our classrooms and helps prepare students for the global economy.
- The Gudelsky Institute for Technical Education prepares students for careers in automotive technology, building and construction, computer publishing, and other technical fields.
- The Health Sciences Institute prepares students for various health care careers, from diagnostic medical sonography to surgical technology.
- The Hillman Entrepreneurs Program supports and develops aspiring entrepreneurs, leaders, and scholars.
- The International Education and Study Abroad Program provides opportunities to study in other countries.
- The Paul Peck Humanities Institute facilitates internships at the Library of Congress, Smithsonian Institution, and United States Holocaust Memorial Museum.
- The School of Art + Design provides a portfolio-intensive, art school experience designed to transfer to premier art colleges.

For more information on Montgomery College and what WE have to offer, visit: www.montgomerycollege.edu

Providing Opportunities, Empowering You to Succeed

Montgomery College provides a wealth of opportunities that empower you to move forward and achieve the skills you need to become successful—both academically and in life.
Classes marked with this symbol ◘ are co-listed. They are offered so that students may register either for credit or noncredit 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.

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 basis 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 Sorenson Video Relay Service with a large monitor is available in the Rockville, Takoma Park/Silver Spring and Germantown Campus libraries.

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.

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.

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.

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 evening activities are cancelled, there are no classes. Students attending classes at local hospitals, will have class unless notified by their instructor.

Montgomery College is an academic institution that is committed to equal opportunity and fostering diversity among its student body, faculty and staff. Inquiries regarding Montgomery College’s nondiscrimination compliance policies and procedures may be directed to Dr. Brenda Williams, Director of Employee & Labor Relations, Workforce Diversity and Inclusion, 240-567-5367.
Course Title
Computer Basics

Course Description
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 Introduction to Keyboarding can be taken concurrently with Computer Basics. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course Number
Course: CMP941

Course Hours
10 Hours

Course Tuition and Fees
$69 + $117 fee = $186; NMR add $120

Course Location
Rockville Campus

CRN #
CRN#: 24684

# of Sessions
4 Sessions

Day(s) of week course meets
M, W

Date(s) course meets
9/9-9/18

Time Course Meets
9:30 a.m.-12 p.m.

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.

Key to Codes
- Colisted ▲ Tuition Installment Plan ♥ VA-Approved
TWA Tuition Waiver Applies NMR Non-Md. resident

For Montgomery County Public School locations, go to www.montgomerycollege.edu/wdce/mcps/locations.html.
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/registerops.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 classes 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 240-567-7282 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 after the class has begun to transfer. After that, you are committed to your path 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.

Questions?
Call 240-567-5188.

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

Payment Options

<table>
<thead>
<tr>
<th>Payment Options</th>
<th>Credit Card</th>
<th>Check</th>
<th>Money Order</th>
<th>Cash (See note above)**</th>
</tr>
</thead>
<tbody>
<tr>
<td>Option 1: In Person</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Option 2: Online</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Option 3: Mail</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
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<tr>
<td>Option 4: Fax</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

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

Mail completed registration form with payment to WD&CE Registration, 51 Mannakee Street, CC 220, Rockville, MD 20850.

<table>
<thead>
<tr>
<th>College ID Number:</th>
<th>Birthdate</th>
<th>Sex</th>
<th>Middle Initial</th>
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<tr>
<td>M 2</td>
<td>Month - Day - Year</td>
<td>Female</td>
<td>Male</td>
</tr>
<tr>
<td>Last Name</td>
<td>First Name</td>
<td>Middle Initial</td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td>City</td>
<td>State</td>
<td>Zip</td>
</tr>
<tr>
<td>House # and Street Name (Do NOT use P.O. Box or you will be charged Non-Md. resident fee.)</td>
<td>State</td>
<td>Zip</td>
<td></td>
</tr>
<tr>
<td>City</td>
<td>Home Phone</td>
<td>Work Phone</td>
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<td>Cell</td>
<td>E-Mail</td>
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</table>

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.

<table>
<thead>
<tr>
<th>CRN #</th>
<th>Course #</th>
<th>Course Title</th>
<th>Start Date</th>
<th>Tuition</th>
<th>Course Fee</th>
<th>Non-Md. Fee</th>
<th>Course Total</th>
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</table>

Code: GT

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

Credit Card Number

Name on Card

Card holder signature required Date

Montgomery College is an Equal Opportunity Affirmative Action Title IX institution.

2/21/17
**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.

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**Front-End Web Development Certificate of Completion**

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.

Enroll in the following:

1. HTML5 (ITI389)
2. CSS3 (ITI395)
3. JavaScript (ITI390)
4. JQuery (ITI391)
5. XML/JSON/AJAX (ITI393)
6. Responsive Web Design (ITI392)
7. Front-End Web Development Capstone Portfolio class (ITI396)

For more information,

See our Computer Technology/ITI courses starting on page 33.
Come Join Us—

**COLLOQUIUM**

We’re Both Right: Successful Conversations to Bridge the Divide

Come join us on the Germantown Campus

**November 1, 2019 from 9 a.m.—4 p.m.**

Darlene Floyd, a nationally recognized presenter and speaker, leads this year’s Colloquium.

Together, we will provide you with tools and techniques to have difficulty yet powerful conversations on issues of race, ethnicity, gender, sexual orientation, age, religion, physical and mental ability—conversations that often divide us.

See course (MGT592) on page 61 for more details.

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**Transitioning Youth Resource Fair**

For individuals with disabilities, families, caregivers, and professionals.

**Saturday, November 2, 2019**

See ad on page 21.

**Learn what it take to become a Sustainability Specialist!**

Thursday, September 12, 2019
6:30-7:30 p.m.

See ad on page 40.