NONCREDIT COURSE SCHEDULE

Workforce Development and Continuing Education | Summer 2021

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

Summer Registration Opens April 5

montgomerycollege.edu/wdce | 240-567-5188

Ofrecemos clases en español
Who We Are

What Is Workforce Development and Continuing Education (WDCE)?

The Workforce Development and Continuing Education (WDCE) 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 WDCE sites throughout the county.

About Our Students

When you enroll in one of our Workforce Development and 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 and Continuing Education is certified by the Learning Resources Network (LERN), an international association in lifelong learning. LERN has rated our Workforce Development and Continuing Education unit as one of the leading providers of continuing education programs in North America.

What's Happening

Summer 2021

Most Summer 2021 classes will be held online through Distance Learning or Structured Remote teaching for the entire semester. Decisions to move into future phases will depend on state and county guidelines. See full details of the plan and the phases, including resources for students, employees, and the community, at MC Resilient: www.montgomerycollege.edu/resilient-mc/index.html.

Distance Learning (DL) are offered completely online and allow students to learn independently, on their own schedules, as they meet specific deadlines and complete assignments. Instructors guide students’ learning with lessons, activities, and feedback through a Blackboard course site.

Structured Remote (SR) are scheduled on specific days and at specific times. Students meet as a class remotely through Zoom or Blackboard Collaborate; instructors will tell students which software to use. Students complete reading and assignments according to the course schedule. Class sessions take place in real time, and the instructor leads course sessions.

Hybrid (face to face & DL or SR) are listed in the course schedule with specific times and locations. Some meetings will happen online via structured remote or distance learning along with some on-campus meetings. Note: on campus meetings will be reevaluated closer to spring break.

Course in Building Trades, Health Sciences, and Workforce Technologies may meet on campus. Safety measures will be in place to protect students and employees. If you are required to come to campus, follow the Health and Safety Guidance found on the web at: https://www.montgomerycollege.edu/coronavirus/return-to-campus-health-safety.html

More information on instruction types can be found on the web at https://www.montgomerycollege.edu/coronavirus/student-guidance.html#instruction.
Montgomery College Industry Certification Preparation Programs

Montgomery College provides many courses that prepare individuals to sit for industry credential examinations. Further details may be found on the individual program websites or at https://www.montgomerycollege.edu/wdce/job-skills.

### Business and Professional
- Certified Associate in Project Management (CAPM®)
- Coaching, ICF-ACSTH
- Food Service Management (ServSafe®)
- Individual Tax Preparer
- LEED Green Associate
- Nail Technician
- National Apartment Leasing Professional
- Project Management Professional (PMP®)
- Real Estate Appraiser
- Society for Human Resource Management (SHRM®)

### Education
- Alternate Certification for Effective Teachers (ACET)
- Child Care
- Child Development Associate (CDA)
- TESOL Training

### Health Care
- Basic Cardiac Life Support for Healthcare Providers
- Basic First Aid
- Certified Medical Assistant (CMA)
- Certified Nursing Assistant (CNA)
- CPR and AED
- CPR, AED & Basic First Aid Course
- Delegating Nurse Training for Assisted Living
- Dysrhythmia Recognition and Response Algorithms for the Healthcare Access and Registration
- Healthcare Providers
- Fitness Certification/ Fitness Professional
- Geriatric Nursing Assistant (GNA): CNA/ GNA
- Medical Coder*
- Medicine Aide Update
- Nurse Refresher
- Nursing*
- Personal Trainer Certificate
- Pharmacy Technician
- Phlebotomy Technician
- Physical Therapist
- RN Case Manager/ Delegating Nurse Training for Assisted Living

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

### Public Safety
- Advanced Safety Certificate program
- 911 Dispatch Academy
- 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 Record Keeping Rule
- Principles of Occupational Safety and Health (POSH)

### 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
- CDL Learner's Permit Prep
- Driver's Education/Non-CDL
- Driver's Education/Non-CDL with Additional Supports
- Learner's Permit Prep
- Motorcycle Safety

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Key to Codes
TWA  Senior Tuition Waiver Applies
NMR  Non-Maryland Resident
ColL  Colisted
TIP  Tuition Installment Plan
VAA  VA-Approved
See General Information for details.

Contact WDCE
If you need more information about course offerings, registration, or special programs available through Workforce Development and Continuing Education, call us between 8:30 a.m. and 5 p.m., Monday through Friday, or 8:30 a.m. to 4 p.m., Saturday, at 240-567-5188 or e-mail wdce@montgomerycollege.edu.

Registration information .............................. wdce@montgomerycollege.edu 240-567-5188
Fax .......................................................... 240-567-1877
Web .......................................................... montgomerycollege.edu/wdce
Off-Campus Credit/Assessment of Prior Learning ... 240-567-5000
Adult Literacy and GED® Test Prep. .......... GED@montgomerycollege.edu 240-567-8950
Advanced Placement Institute ...................... aps@montgomerycollege.edu 240-567-3823
APPE (ESL) ............................................. esl-rockville@montgomerycollege.edu 240-567-7262
Art + Design .............................................. john.deamond@montgomerycollege.edu 240-567-5806
Automotive ................................................. mike.carretta@montgomerycollege.edu 240-567-4121
Building and Construction .......................... john.phillips@montgomerycollege.edu 240-567-7942
Challenge Program for Adults with Developmental Disabilities .... jill.kephart@montgomerycollege.edu 240-567-7720
CLEP ......................................................... clep@montgomerycollege.edu 240-567-1862
Coaching and Mediation ......................... transcie.almonte@montgomerycollege.edu 240-567-3828
Computer Repair/A+ Certification ........... eric.jeffers@montgomerycollege.edu 240-567-7902
Computer Technology/ITI ....................... maryann.behme@montgomerycollege.edu 240-567-5510
Cosmetology ............................................. trace.matthias@montgomerycollege.edu 240-526-0564
Early Childhood Education ...................... nelda.andres@montgomerycollege.edu 240-567-3827
ed2go Online Courses ......................... janet.lane@montgomerycollege.edu 240-567-6938
English for Occupational Purposes (ESL) ... tiffany.shao@montgomerycollege.edu 240-567-7913
Entrepreneurship ...................................... sbel@montgomerycollege.edu 240-567-2592
ESOL (Adult) .............................................. ESOL@montgomerycollege.edu 240-567-8950
Event Management ..................................... hospitalitywdce@montgomerycollege.edu 240-567-2592
Food Safety ................................................. hospitalitywdce@montgomerycollege.edu 240-567-3823
Health Sciences Institute .......................... lisa.bouknight@montgomerycollege.edu 240-567-5507
Hospitality ............................................... hospitalitywdce@montgomerycollege.edu 240-567-2592
Human Resources ....................................... transcie.almonte@montgomerycollege.edu 240-567-3828
Income Tax ................................................. trace.matthias@montgomerycollege.edu 240-526-0564
Instituto Hispano de Negocios ....................... InstitutoHispano@montgomerycollege.edu 240-567-3823
Interior Design .......................................... chantal.vilmar@montgomerycollege.edu 240-567-1718
LEED AP (Green Business) ...................... sbel@montgomerycollege.edu 240-567-2592
Life Sciences Leadership ......................... transcie.almonte@montgomerycollege.edu 240-567-3828
Lifelong Learning Institute ......................... transcie.almonte@montgomerycollege.edu 240-567-1828
Management and Supervision .............. transcie.almonte@montgomerycollege.edu 240-567-3828
Mediation/Conflict Management ........ transcie.almonte@montgomerycollege.edu 240-567-3828
National Apartment Leasing ..................... sbel@montgomerycollege.edu 240-567-3823
Nonprofit Training Institute ...................... trace.matthias@montgomerycollege.edu 240-526-0564
Performing Arts .......................................... john.deamond@montgomerycollege.edu 240-567-5806
Personal Finance ........................................ lynda.schrack@montgomerycollege.edu 240-567-7809
Pet Grooming ............................................. tracey.singleton@montgomerycollege.edu 240-567-2599
Professional/Career Development ............. natasha.sacks@montgomerycollege.edu 240-567-1828
Project Management ................................ transcie.almonte@montgomerycollege.edu 240-567-3828
Real Estate ................................................. sbel@montgomerycollege.edu 240-567-2592
Safety Institute .......................................... sharon.maxwell@montgomerycollege.edu 240-567-2592
Satellite ...................................................... sharon.maxwell@montgomerycollege.edu 240-567-2592
Aviation ...................................................... sharon.maxwell@montgomerycollege.edu 240-567-2589
CDL .......................................................... sharon.maxwell@montgomerycollege.edu 240-567-2589
Driver Education ......................................... alejandra.isaia-herrera@montgomerycollege.edu 240-567-1895
Motorcycle ................................................... john.amoroso@montgomerycollege.edu 240-567-3825
Public Safety ................................................. sharon.maxwell@montgomerycollege.edu 240-567-2589
SAT/ACT Prep ............................................. laura.weihrauch@montgomerycollege.edu 240-567-1862
Small Business .......................................... sbel@montgomerycollege.edu 240-567-2592
Test Preparation ........................................... laura.weihrauch@montgomerycollege.edu 240-567-1862
Veterinary Asst. Training ....................... tracey.singleton@montgomerycollege.edu 240-567-2599
Workforce Technologies ......................... eric.jeffers@montgomerycollege.edu 240-567-7902
World Languages ......................................... laura.weihrauch@montgomerycollege.edu 240-567-1862
Writing ....................................................... tracey.singleton@montgomerycollege.edu 240-567-2599
Youth Programs ........................................... sharon.wolfgang@montgomerycollege.edu 240-567-7939

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American Pre-Academic and Professional ESL

Please check our webpage for the latest information. https://www.montgomerycollege.edu/wdce/esl.

This information is accurate at the time of publication but may change.

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.

How to Register for APPE/ESL Classes

Summer 2021—Special Instructions

All classes this summer will be taught remotely through Zoom, Blackboard and other online tools. After registering, you will receive the Zoom link the day before the class begins.

You must have a reliable internet service and a computer or mobile device from which you can access Zoom, email and other websites. Until further notice, you will need to register and pay online. Please go to our webpage for more detailed registration information or call Customer Service at 240-567-5188 for help. After your course begins, you may be moved to a different class if your teacher finds you are in the wrong level.

When you register, make sure to pay or you will be dropped within 24 hours. If you are dropped, you will lose your place in class, and the class may be filled when you try to register again. The last day for online registration is May 31st at 11:59 p.m. After that, please contact Annette Greene at 240-549-2691 or email us at ESL-Rockville@montgomerycollege.edu to see if you can register late.

Our Contact Information:

- E-mail: ESL-Rockville@montgomerycollege.edu
- Phone: 240-549-2691
- Text message: 833-935-1929
- Our webpage: www.montgomerycollege.edu/wdce/esl
- Customer Service—for help with registering: 240-567-5188
  Monday: 8:30 a.m.–5 p.m.
  Saturday: 8:30 a.m. to noon

New Students
If you wish to take classes this summer, you must take the APPE Online Assessment Test or the Montgomery College Remote Placement Test. The APPE Online Assessment Test is done by appointment only. It consists of an oral interview and a timed writing test. The test takes about one hour. To make an appointment for the test, you can call, email or text us (see contact information above).

Returning Students
You can register online based on the recommendations from your instructor at the end of your last class. If you took this class more than one year ago, you need to contact us to see if you need to be retested. 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. Please contact us if you have a question or need help with registering (see contact information above).

Degree-Seeking Students
If you took the Accuplacer-ESL (or the Montgomery College ESL Remote Placement test) and placed into Workforce Development & Continuing Education, call 240-549-2691 or email us at ESL-Rockville@montgomerycollege.edu. If you already have a Placement, you can register online—you do not need to contact us, but you can if you have a question. If you need help registering, please call us at 240-567-5188. If you are interested in the credit program, call 240-567-5000 for more information.

Disability Services
If you need support services due to a disability in order to take this test or take a class, you must contact Natalie Martinez at 240-567-4118. This must be done at least two weeks before the test date (or the class start date) in order to ensure timely services.

Registration Locations (If we open for in-person registration)

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

General Communication Courses

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

Online: Structured Remote
CRN#: 46713
24 Sessions M T R
6/1-7/27 12:30-2:30 p.m.
No class 7/5

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

Online: Structured Remote
CRN#: 46715
24 Sessions M T R
6/1-7/27 12:30-2:30 p.m.
No class 7/5

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

Online: Structured Remote
CRN#: 46716
24 Sessions M T R
6/1-7/27 12:30-2:30 p.m.
No class 7/5
Pronunciation for Advanced Beginning and Intermediate Students
Learn to better understand spoken English and to be better understood when speaking. Learn how to recognize and produce basic sound patterns of English. TWA
Course: ESL103
$235 + $65 fee = $300; NMR add $160
Online: Distance Learning
CRN#: 16526  Online 24/7
6/1-8/15

Pre-Academic Courses

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 68 Hours
$520 + $90 fee = $610; NMR add $300
Online: Structured Remote
CRN#: 46708 34 Sessions M T W R
6/1-7/29 9:30 a.m.-11:30 a.m.
No class 7/5
CRN#: 46709 34 Sessions M T W R
6/1-7/29 9:30 a.m.-11:30 a.m.
No class 7/5
CRN#: 16512 27 Sessions M T R
6/1-8/3 6:30-9 p.m.
Last class on 8/3 meets from 6:30-9:30 p.m.
No class 7/5

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 68 Hours
$520 + $90 fee = $610; NMR add $300
Online: Structured Remote
CRN#: 46708 34 Sessions M T W R
6/1-7/29 9:30 a.m.-11:30 a.m.
No class 7/5
CRN#: 46709 34 Sessions M T W R
6/1-7/29 9:30 a.m.-11:30 a.m.
No class 7/5
CRN#: 16512 27 Sessions M T R
6/1-8/3 6:30-9 p.m.
Last class on 8/3 meets from 6:30-9:30 p.m.
No class 7/5

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 ESL test. TWA
Course: ESL223 68 Hours
$520 + $90 fee = $610; NMR add $300
Online: Structured Remote
CRN#: 46712 34 Sessions M T W R
6/1-7/29 9:30 a.m.-11:30 a.m.
No class 7/5
CRN#: 16518 27 Sessions M T R
6/1-8/3 6:30-9 p.m.
Last class on 8/3 meets from 6:30-9:30 p.m.
No class 7/5

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 40 Hours
$370 + $70 fee = $440; NMR add $225
Online: Structured Remote
CRN#: 46710 20 Sessions M T W R
6/1-7/29 9:30 a.m.-11:30 a.m.
No class 7/5
CRN#: 46711 20 Sessions M T W R
6/1-7/29 9:30 a.m.-11:30 a.m.
No class 7/5
CRN#: 16514 27 Sessions M T R
6/1-8/3 6:30-9 p.m.
Last class on 8/3 meets from 6:30-9:30 p.m.
No class 7/5

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 40 Hours
$370 + $70 fee = $440; NMR add $225
Online: Structured Remote
CRN#: 16520 20 Sessions M T R
6/1-8/5 12:30-2:30 p.m.
CRN#: 16521 20 Sessions M T R
6/1-8/5 7-9 p.m.

See page 2 for more information.
Animal Care and Veterinary Assistant

Animal Care

Animal Reiki I
This course will benefit you if you are new to Reiki or an experienced practitioner wanting to learn about working with animals. You will be introduced to Reiki, the Japanese healing system and the history of its founders. You will learn how you can perform Reiki sessions on animals with a focus on healing and balancing. TWA
Course: PET010 10 Hours $75 + $150 fee = $225; NMR add $140
Rockville Campus
CRN#: 46634 5 Sessions M W 6/2-6/16 6:30-8:30 p.m.

Animal Reiki II
This course is designed to enable you to learn the healing methods of Level II Reiki, how distance healing works across space and time, and how Reiki can be complemented 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 I. TWA
Course: PET011 10 Hours $75 + $150 fee = $225; NMR add $140
Rockville Campus
CRN#: 46636 6 Sessions M W 6/21-7/7 6:30-8:30 p.m.

Animal Reiki III
This course is designed to teach students advanced methods of using Reiki energy healing with animals, a 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 ones own energy and how to pass Reiki healing ability to others. Prerequisite: Reiki I and II. TWA
Course: PET018 10 Hours $75 + $150 fee = $225; NMR add $140
Rockville Campus
CRN#: 16474 5 Sessions M W 7/12-7/26 6:30-8:30 p.m.

Emergency Preparedness for Pets-Are You Ready?
Pets are family too. Do you have a plan for your pet in an emergency? Including pets in the emergency plan helps your family’s ability to respond to an emergency. In this course, students will learn how to make an emergency plan for their pet, how to prepare a shelter for their pet, and how to prepare a disaster kit for their pet in the case of an emergency. TWA
Course: PET025 5 Hours $45 + $35 fee = $80; NMR add $50
Gaithersburg Business Training Center
CRN#: 16477 2 Sessions T R 7/6-7/8 6:30-9 p.m.
Rockville Campus
CRN#: 46639 2 Sessions M W 6/14-6/16 6:30-9 p.m.

Pet First Aid and CPR
Learn how to respond to health emergencies and provide basic first aid and CPR to cats and dogs. You will learn the basic pet owner responsibilities, administering medication, breathing, cardiac emergencies, and treating basic wounds.
Course: PET008 5 Hours $40 + $45 fee = $85; NMR add $50
Rockville Campus
CRN#: 46635 2 Sessions S 6/19-6/26 10 a.m.-12:30 p.m.

Pet Care Orientation
This is a mandatory free orientation for students interested in entering the 120 hour Professional Pet/Dog Training Program. Topics covered will be requirements of the program, hours of the program, what will be covered in the program, and the responsibilities of being a participant of the program. You will also have an opportunity to ask questions.
Course: PET013 2 Hours $0 + $0 fee = $0; NMR add $0
Gaithersburg Business Training Center
CRN#: 46637 1 Session W 5/12 5:30-7:30 p.m.

Professional Pet/Dog Training Module I—The Basics
This course is designed to introduce you to professional pet/dog training and what it takes to succeed in the industry. You will learn about breed characteristics, temperament testing, training tools, socialization, basic obedience, client relations, and basic care. It consists of 30 classroom sessions and 1 hour a week off site in a real-world group class!
Prerequisite: Attendance of mandatory orientation/course overview. TWA
Course: PET014 30 Hours $225 + $250 fee = $475; NMR add $250
Off Campus Location
CRN#: 46638 10 Sessions T R 5/25-6/15 6:30-9:30 p.m.

Professional Pet/Dog Training Module II—Intermediate
This is the second of 4 courses designed to take your skills to the next level, and is a continuation of the Module I class. You will learn about building training programs, solving common behavioral issues, facility management, canine jobs/sports, and record keeping. You will also observe private trainings off site and begin to train your dog! Prerequisite: Professional Pet/Dog Training Module I—The Basics. TWA
Course: PET015 30 Hours $225 + $275 fee = $475; NMR add $275
Off Campus Location
CRN#: 16475 10 Sessions T R 6/29-7/24 6:30-9:30 p.m.

Professional Pet/Dog Training Intermediate II
This is the third of 4 courses designed to take your skills to the next level, and is a continuation of the Intermediate Module II class. You will continue to learn about building training programs, solving common behavioral issues, as well as more advanced behavioral issues, continued training on facility management, canine jobs/sports, and record keeping. You will continue to observe private trainings off site and continue to train your dog! Prerequisite: Professional Pet/Dog Training Module II—Intermediate. TWA
Course: PET019 30 Hours $225 + $275 fee = $500; NMR add $275
Off Campus Location
CRN#: 16476 10 Sessions M W 8/3-8/24 6:30-9:30 p.m.

www.montgomerycollege.edu/wdce
Veterinary Assistant Training

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

Course: VET008 1 Hours  
$0 + $40 fee = $40; NMR add $20

Gaithersburg Business Training Center  
CRN#: 46714 1 Session W  
6/23 1:30-2:30 p.m.
CRN#: 16524 1 Session M  
7/12- 12:30-1:30 p.m.
CRN#: 16525 1 Session M  
8/2 6:15-7:15 p.m.

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

Course: VET006 2 Hours  
$0 + $0 fee = $0; NMR add $0

Gaithersburg Business Training Center  
CRN#: 16522 1 Session M  
8/9 10 a.m.-12 p.m.
CRN#: 16523 1 Session W  
8/11 6:15-8:15 p.m.

Art + Design

Welcome to our community of artists! Join us for affordable visual & performing arts classes taught online. Professional artists teach all classes. See our performing arts listings on page 20.

We do not anticipate Montgomery College to fully reopen this summer, so we are running all of our classes remotely. Please read section notes to understand how each class is structured.

Keep up with current information and new offerings by joining our email list at montgomerycollege.edu/community-arts/join, or visiting our website at montgomerycollege.edu/communityarts. You can also direct inquiries to communityarts@montgomerycollege.edu.

Art History, Theory, and Professional Development

Copyright, Fair Use, & 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: ADS534 4 Hours  
$30 + $25 fee = $55; NMR add $50

Online: Structured Remote  
CRN#: 46560 2 Sessions M  
6/7-6/14 4:30-6:30 p.m.

Google Drive for Artists
Discover the power of Google Drive for managing images and files across devices. Whether you create on canvas or the computer, much of your professional life happens online. Learn to use Google Drive to quickly sync files between computers, view images on a tablet or phone, or quickly send work to clients, galleries, and open calls. Explore Drive’s built-in apps, including Docs, Sheets, Slides, and Forms. Use them to create an online portfolio, publish files as webpages, and create surveys and registration forms. Open to students of all levels. TWA

Course: ADS548 15 Hours  
$120 + $75 fee = $195; NMR add $120

Online: Structured Remote  
CRN#: 16498 5 Sessions S  
7/17-8/14 9:30 a.m.-12:30 p.m.

Professionalize your art practice with:

- Copyright, Fair Use, & Creative Commons ........................................... pg. 8
- Etsy Selling for Artists & Makers...... pg. 8
- Google Drive for Artists.................... pg. 8
- Marketing for Artists & Makers..... pg. 9
- Personal Digital Archiving.......... pg. 14
- The Critic’s Lens......................... pg. 9

Etsy Selling for Artists & Makers
Learn to use Etsy as a platform to market and sell artwork. Etsy gives artists a venue to sell their work without setting up their own websites or working with galleries and centralized stores. Set up your account and your shop in class, and learn to upload images, price your work, write descriptions, and get paid. Also explore more advanced topics such as promoting your art on Etsy and other platforms, and understanding your sales numbers. Open to students of all levels. TWA

Course: ADS540 12.5 Hours  
$100 + $65 fee = $165; NMR add $120

Online: Structured Remote  
CRN#: 46562 5 Sessions R  
6/3-7/1 7-9:30 p.m.
CRN#: 16660 5 Sessions R  
7/15-8/12 10 a.m.-12:30 p.m.
Jewelry History: 1700s-1914

Explore the jewelry of Europe and America from the 18th through early 20th century. Learn about opulent Georgian era jewelry, the romantic Victorian era, and the delicate work of the Edwardian era, and compare them to contemporary jewelry. Discover how political and cultural events have influenced the creation of jewelry over time. Learn to identify stylistic elements, materials, and concepts in jewelry that correspond with impactful historical moments. Open to students of all levels. TWA

Course: ADS546 10 Hours
$80 + $55 fee = $135; NMR add $120

Online: Structured Remote
CRN#: 16496 5 Sessions M 7/12-8/9 6-8 p.m.

Marketing for Artists & Makers

Learn the marketing skills you need to get your work out there. The most successful artists aren’t necessarily the best, they’re the most visible! Discover the tools of art marketing in both the digital and non-digital realm. Build a personal brand and internet presence, including an artist website. Create a clear marketing plan with achievable goals, and learn to build and maintain the relationships you need to achieve those goals. Open to students of all levels. TWA

Course: ADS544 25 Hours
$185 + $125 fee = $310; NMR add $160

Online: Structured Remote
CRN#: 16402 10 Sessions M 6/7-8/16 7-8:30 p.m.
No class 7/5
Class meetings are supplemented by an hour of self-paced content each week.

Media Appreciation

Mass media drenches our daily lives, yet few people understand its impact. Discover how media is used as a powerful tool for information, persuasion, and social effect. Discuss the messaging delivered by mass-media outlets through the windows of aesthetics, economics, and sociology. TWA

Course: ART066 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20

Online: Distance Learning
CRN#: 16503
7/12-8/13 Online 24/7

The Art of Looking Workshop

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

Online: Structured Remote
CRN#: 46554 2 Sessions S 6/19-6/26 1-2:30 p.m.

Crafts

Collage & Assemblage

Explore collage, the combination of different and surprising materials into an artistic composition. Learn the history of both collage and assemblage, and put it into practice by constructing artwork built on layers of form, color, and design. Incorporate found objects, texts, images, and other unexpected objects into your art. Find inspiration by learning about the work of artists like Picasso, Gretchen Green, Joseph Cornell, Romare Bearden, and others. TWA

Course: ADS547 12.5 Hours
$100 + $65 fee = $165; NMR add $120

Online: Structured Remote
CRN#: 16497 5 Sessions S 7/17-8/14 10 a.m.-12:30 p.m.
Jewelry: Materials Studies *NEW*
Experiment with materials that can be used for jewelry design. Explore plaster and rubber mold making, which can be used to cast jewelry in materials from acrylic to ceramic to pewter. Also investigate paper craft’s application to jewelry and the manipulation of found objects. Create samples and components that can be incorporated into future jewelry pieces. Open to students of all levels. TWA

Course: ADS539  
28 Hours  
$195 + $130 fee = $325; NMR add $160

Online: Structured Remote
CRN#: 46561  
9 Sessions  
M W  
6/2-6/30  
3-6 p.m.

Paper Crafts
Create paper crafts projects that build upon one another into creative expressions of 2-D and 3-D design. Discover cut-paper traditions from a variety of cultures. Explore processes such as mixed media collage, pop-up cards, papel picado banners, origami, paper lanterns and lamps, and hanging sculptures and mobiles. Students may also select individual paper projects to create as we share our ideas and sources of inspiration. Open to students of all levels. TWA

Course: ADS433  
25 Hours  
$185 + $125 fee = $310; NMR add $160

Online: Structured Remote
CRN#: 16379  
10 Sessions  
M  
6/7-8/16  
1:30-4 p.m.  
No class 7/5

Sewing: Introduction
Are you interested in sewing but don’t know how to get started? Learn foundational sewing skills that will aid you in future projects. Practice the basics of hand sewing and the essentials of using a sewing machine. Learn to read and follow a pattern in order to create a final product such as a bag, hat, apron, or stuffed animal. This course is ideal for beginners with no formal sewing experience. TWA

Course: ADS518  
12.5 Hours  
$100 + $65 fee = $165; NMR add $120

Online: Structured Remote
CRN#: 16494  
5 Sessions  
M  
7/12-8/9  
4-5:30 p.m.  
Class meetings are supplemented by an hour of self-paced content each week.

Drawing

Drawing Comics
Discover the basics of visual storytelling frame-by-frame! Whether your interest is in slice-of-life stories or superhero 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: ADS509  
25 Hours  
$185 + $125 fee = $310; NMR add $160

Online: Structured Remote
CRN#: 46556  
10 Sessions  
T R  
6/1-7/1  
4-5 p.m.

Class meetings are supplemented by an hour and a half of self-paced content each week.

Drawing Comics: Intermediate *NEW*
Develop the tools to create a compelling visual narrative. Harness line, form, and shading to render characters and environments that capture the imagination. Explore the power of lettering to convey voice and tone. Discover how color can manipulate your readers’ emotions. Finish your comic with professional inking techniques. Learn to publish your own stories for the world to enjoy. Prerequisite: ADS509 Drawing Comics or a basic knowledge of drawing action and backgrounds and writing dialogue and narration. TWA

Course: ADS549  
25 Hours  
$185 + $125 fee = $310; NMR add $160

Online: Structured Remote
CRN#: 16499  
10 Sessions  
T R  
7/13-8/12  
4-5 p.m.

Class meetings are supplemented by an hour and a half of self-paced content each week.

Drawing I *Co-L*
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

Online: Structured Remote
CRN#: 46694  
19 Sessions  
M T W R  
6/1-7/1  
9 a.m.-1 p.m.  
CRN#: 46695  
19 Sessions  
M T W R  
6/1-7/1  
5:30-9:30 p.m.

CRN#: 16502  
20 Sessions  
M T W R  
7/12-8/12  
5:30-9:30 p.m.

Supply lists will be provided the first day of class unless otherwise noted in the course description. Instructors will direct you to appropriate places to purchase.

Join our Community Arts email list!
Get schedule updates, event announcements, and info on pop-up classes. We send zero to three emails a week, so we won’t flood your inbox!

montgomerycollege.edu/community-arts/join
Drawing: Intermediate
Have you taken an introductory drawing class but want to further develop your drawing skills? This course picks up on the techniques introduced in Introduction to Drawing and provides further analysis and exploration of drawing skills, techniques, and concepts. Emphasis is on more complex problem solving in the visual interpretation of three-dimensional forms. You will utilize a variety of black-and-white and color drawing media. Bring a sketchbook, charcoal, and pencils to the first class. **Prerequisite: ADS039 Intro to Drawing or equivalent experience.**

**Course: ADS418**
**25 Hours**
$185 + $125 fee = $310; NMR add $160

**Online: Structured Remote**
CRN#: 16377  10 Sessions  T
6/1-8/10  7-9:30 p.m.
No class 7/6

Drawing: Introduction
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: ADS504**
**25 Hours**
$185 + $125 fee = $310; NMR add $160

**Online: Structured Remote**
CRN#: 16384  10 Sessions  R
6/3-8/12  3:50 p.m.
No class 7/8

CRN#: 16385  10 Sessions  F
6/4-8/13  9:30-11:30 a.m.
No class 7/9

Class meetings are supplemented by a half hour of self-paced content each week.

Film & Video Arts

Adobe After Effects: Motion Graphics Basics
Integrate Adobe After Effects into your digital video editing toolkit. Learn to navigate 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. Students have access to a free Adobe license. System requirements available at helpx.adobe.com/creative-cloud/system-requirements.html. **Prerequisite:** ADS391/ADS519 Video Editing Part I or basic knowledge of Adobe Premiere Pro CC. **TWA**

**Course: ADS520**
**15 Hours**
$120 + $75 fee = $195; NMR add $120

**Online: Structured Remote**
CRN#: 16392  5 Sessions  W
7/14-8/11  6-7:15 p.m.
Class meetings are supplemented by an hour and 45 minutes of self-paced content each week.

Adobe Premiere Pro: Video Editing 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. Students have access to a free Adobe license. System requirements available at helpx.adobe.com/creative-cloud/system-requirements.html. **TWA**

**Course: ADS519**
**15 Hours**
$120 + $75 fee = $195; NMR add $120

**Online: Structured Remote**
CRN#: 16482  5 Sessions  M
7/12-8/9  7-9:30 p.m.

Video Editing Co-L
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

**Online: Structured Remote**
CRN#: 46699  15 Sessions  T R
6/9-7/22  6-10:45 p.m.

Writing a Web Series
Create clever, engaging, character driven short content pieces for posting online (Instagram live/TV, Twitter, FB, YouTube, Tik Tok etc.). Since television and film are not in production and there is little to no new content, people are turning to short content in the virtual space. Why not put your work out there to be seen? Produce a final script and storyboard that is easy to shoot on your phone or camcorder without any special equipment. Rehearse with fellow classmates to prepare your material for its Internet debut, and get direction, suggestions and invaluable feedback from a comedy pro! **Open to students of all levels. TWA**

**Course: PFA092**
**12.5 Hours**
$100 + $65 fee = $165; NMR add $120

**Online: Structured Remote**
CRN#: 16482  5 Sessions  M
7/12-8/9  7-9:30 p.m.
Graphic Design & Digital Arts

Adobe Creative Cloud: Introduction
Learn to design like a professional with Adobe Creative Cloud! Edit photographs and images in Photoshop, create graphics in Illustrator, and put it all together in the page layout app InDesign. Discover how to combine these professional programs in a workflow that meets your creative needs. No prior knowledge of computer applications is required to take this course. Students have access to a free Adobe license. System requirements available at helpx.adobe.com/creative-cloud/system-requirements.html. TWA

Course: ADS524 25 Hours
$185 + $125 fee = $310; NMR add $160
Online: Distance Learning
CRN#: 16393 6/7-8/14 Online 24/7

Adobe Illustrator: Digital Graphics
Adobe Illustrator CC is a vector graphics program that artists and designers use to create sophisticated illustrations and type effects. It’s a fun and intuitive drawing program that’s much easier to use than Photoshop for anything line- and shape-based. Start by drawing and manipulating simple shapes, and move on to layered compositions that can be used to create logos, illustrations, and web graphics. Students have access to a free Adobe license. System requirements available at helpx.adobe.com/creative-cloud/system-requirements.html. TWA

Course: ADS526 25 Hours
$185 + $125 fee = $310; NMR add $160
Online: Structured Remote
CRN#: 16395 10 Sessions T
6/1-8/10 12:30-1:30 p.m.
No class 7/6
Class meetings are supplemented by an hour and a half of self-paced content each week.

Adobe Photoshop: Imaging Basics
Discover Photoshop, the industry standard for image editing! Photoshop is one of the most feature packed digital tools out there, with the capacity to create everything from animated gifs to 3D images. Start your Photoshop journey with the basics, learning different types of image editing and exploring the tools that give you ultimate control over your digital artwork. Experiment with retouching and altering exiting images and creating your own! Students have access to a free Adobe license. System requirements available at helpx.adobe.com/creative-cloud/system-requirements.html. TWA

Course: ADS525 25 Hours
$185 + $125 fee = $310; NMR add $160
Online: Structured Remote
CRN#: 16394 8 Sessions T R
6/8-7/1 6:30-9:30 p.m.

Adobe Photoshop: Intermediate Imaging Techniques
Continue your exploration of Adobe Photoshop CC, the most widely used application for graphic design and photography. Gain familiarity with the tools of Photoshop as a channel for your creativity. Practice with real-world creative projects, learning to develop intriguing visual solutions. Students have access to a free Adobe license. System requirements available at helpx.adobe.com/creative-cloud/system-requirements.html. Prerequisite: ADS525/ADS198 Adobe Photoshop: Imaging Basics or equivalent experience. TWA

Course: ADS537 25 Hours
$185 + $125 fee = $310; NMR add $160
Online: Structured Remote
CRN#: 16400 8 Sessions T R
7/13-8/5 6:30-9:30 p.m.

Aqueous Media and Collage
Create collages using aqueous media (watercolor) as a unifying tool. Learn to think in mixed media and use simple design principles to create complex, unified artwork. Conceptualize and assemble compositions related to mythology, symbolism, fantasy, personal iconography, whimsical, and/or spiritual themes. 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. Open to students of all levels. TWA

Course: ADS468 25 Hours
$185 + $125 fee = $310; NMR add $160
Online: Structured Remote
CRN#: 16381 10 Sessions W
6/2-8/11 9:30-11 a.m.
No class 7/7
Class meetings are supplemented by an hour of self-paced content each week.

Painting

Acrylic Painting: Introduction
Explore the amazing medium of acrylic paints! Acrylic is the dominant painting medium of the 20th century, used by artists like Rothko, Warhol, and Hockney. It’s also non-toxic and cleans up with water! 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: ADS529 25 Hours
$185 + $125 fee = $310; NMR add $160
Online: Structured Remote
CRN#: 16396 10 Sessions R
6/3-8/12 1-3 p.m.
No class 7/8
Class meetings are supplemented by a half hour of self-paced content each week.

Study one-on-one with our talented faculty
Take private art lessons in any subject, with a faculty member of your choice!
See Private Art & Design Tutoring (ADS543) on page 13 for details.
Chinese Brush Painting

Discover Chinese painting, one of the oldest artistic traditions in the world. Chinese painting shares basic principles with calligraphy, and seeks to capture the inner essence of a subject. Explore traditional and contemporary painting methods and principles of composition. Learn the fundamentals of traditional Chinese painting and build on them with contemporary innovations. Create finished works using bamboo brushes and sumi-e ink on rice paper. Complete paintings of traditional subject matter, such as flowers, birds, and landscapes. Open to students of all levels. TWA

Course: ADS507  25 Hours
$185 + $125 fee = $310; NMR add $160

Online: Structured Remote
CRN#: 16387  10 Sessions  M
6/7-8/16  10 a.m.-12:30 p.m.
No class 7/5

Landscape Painting

Discover landscape painting as a means of expressing your vision of our world. Learn to paint outdoors, exploring the rural landscape, cityscape, and other outdoor locations. Develop ideas using source material such as sketches, props, classical documents, and photographs. Paint in realist and abstract styles and learn how they express different aspects of the landscape. Work in your preferred color medium/media, such as oil, acrylic, pastel, or watercolor. Some painting experience is recommend, but not required. TWA

Course: ADS380  25 Hours
$185 + $125 fee = $310; NMR add $160

Online: Structured Remote
CRN#: 16376  10 Sessions  S
6/5-8/14  1-3:30 p.m.
No class 7/10

Oil Painting: Introduction

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

Course: ADS515  25 Hours
$185 + $125 fee = $310; NMR add $160

Online: Structured Remote
CRN#: 16389  10 Sessions  F
6/4-8/13  1:30-4 p.m.
No class 7/9

Private Art & Design Tutoring

Get personal attention from one of our many talented art instructors! This time you call the shots: what projects you want to work on, skills you want to learn, and even who you want to work with. Tutoring is available in drawing, painting, graphic design, digital arts, illustration, photography, film and video arts, printmaking, crafts, and more! Contact us at communityarts@montgomerycollege.edu and let us know what you want to study and/or who you would like to work with. Open to students of all levels. TWA

Course: ADS543  10 Hours
$140 + $550 fee = $690; NMR add $300

Online: Structured Remote
CRN#: 16401  10 Sessions  S
6/7-8/14
Class times will be determined by student and instructor.

Structured Remote (SR) vs Distance Learning (DL)

Structured Remote (SR) classes will meet at a designated meeting date and time with the possibility of transitions to in-person classroom teaching.

NOTE: Art + Design classes will not transition to in-person this summer.

Distance Learning (DL) classes are at your leisure during the semester and will not transition to in-person classes.

See page 2 for more information.
Photography

Adobe Lightroom: Photo Editing
Explore Lightroom, Adobe's powerful photo editing and management tool! Learn to handle your photos like the pros, from importing and labeling through editing to output. Harness the power of metadata for searching and organizing your photos. Discover lossless editing for rich, clear photographs and image manipulation. Learn to work with both jpegs and with RAW images, the industry standard for photography. Complete a project by outputting your images for books, slideshows, prints, or the web. Please bring a flash drive of photographs to the first class. Open to students of all levels. Students have access to a free Adobe license. System requirements available at helpx.adobe.com/creative-cloud/system-requirements.html. TWA
Course: ADS542 15 Hours
$120 + $75 fee = $195; NMR add $120
Online: Structured Remote
CRN#: 46563 5 Sessions W 6/2-6/30 9:30 a.m.-12:30 p.m.
CRN#: 16661 5 Sessions M 7/12-8/9 6:30-9:30 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 66 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Online: Structured Remote
CRN#: 46697 16 Sessions T R 6/1-7/22 12:45-55 p.m.
Students must provide their own digital camera with manual shutter speed, aperture, and ISO controls.
CRN#: 46698 16 Sessions T R 6/1-7/22 6:10-55 p.m.
Students must provide their own digital camera with manual shutter speed, aperture, and ISO controls.

Landscape Photography
Create powerful photographs of the landscape, capturing a feeling of place in the natural and built environment. Discover landscape photographers and what contributes to a good composition. Learn the technical skills that go into a good landscape photograph and useful tools for photographing landscapes with any camera. Explore how external factors like weather and time of day can dramatically change a landscape. Open to all camera types and students of all levels. TWA
Course: ADS550 15 Hours
$120 + $75 fee = $195; NMR add $120
Online: Structured Remote
CRN#: 16501 5 Sessions T 7/13-8/10 2:30-4 p.m.
Class meetings are supplemented by an hour and a half of self-paced content each week.

Personal Digital Archiving
Do you have boxes of slides or photos in storage? A shelf of home movies on VHS? Now you can digitize them to access on your computer and share on the web. Learn the principles of personal archiving, including digitizing media, file processing and handling, and safe storage and backup. Classes are divided between lecture and in-class practice. Whether you’re an artist with work documented on physical media or someone with family memories trapped in obsolete media, this class will get your media into the 21st century! TWA
Course: ADS501 15 Hours
$120 + $75 fee = $195; NMR add $120
Online: Structured Remote
CRN#: 46555 5 Sessions S 6/5-7/3 9:30 a.m.-12:30 p.m.

Portrait Photography
Harness the power of portraiture to create stunning photographs of people. Portraiture is one of the most important skills in a photographer’s toolkit: a good portrait can engage viewers and humanize your message. Engage with the psychology of expressing a person’s essence through the camera. Discover the tools and camera settings you need to create formidable portraits. Open to all camera types (including smartphones) and students of all levels. TWA
Course: ADS551 15 Hours
$120 + $75 fee = $195; NMR add $120
Online: Structured Remote
CRN#: 16500 5 Sessions S 7/17-8/14 9:30 a.m.-12:30 p.m.

Smartphone 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 explore artists who use smartphone photography in their work. 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 are welcome. TWA
Course: ADS522 15 Hours
$120 + $75 fee = $195; NMR add $120
Online: Structured Remote
CRN#: 46559 5 Sessions S 6/5-7/3 9:30 a.m.-12:30 p.m.

Printmaking

Woodcut: Global Printmaking
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: ART069 75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Online: Structured Remote
CRN#: 16415 20 Sessions M T W R 7/12-8/12 1:15-5 p.m.

Improve your Photography Skills with our focused 5-week classes:
• Landscape Photography
• Portrait Photography
• Adobe Lightroom: Photo Editing
• Smartphone Photography
See course listings on page 14.
Challenge Program

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

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

Student Expectations:
Students are expected to abide by the Student Code of Conduct, as well as course expectations during Structured Remote/Zoom classes. Any violation may result in disciplinary action, including dismissal from the program.

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

Astronomy: Exploring the Mysteries of the Night Sky
Since ancient times people have been looking up and wondering about things that glowed in the night sky. Astronomy is the study of the night sky. You will meet the first stargazers. You will get a better understanding of the people who wondered what was up there. You will learn the stories of our solar system, the myths behind the constellations and the history of space exploration. Through reading, worksheets and hands-on activities we will uncover the mysteries of the night sky.

Course: SPP453  15 Hours
$160 + $69 fee = $229; NMR add $140
Online: Structured Remote
CRN#: 16594  10 Sessions  W
6/16-8/18  10 a.m.-11:30 a.m.

Crafty Stitching
Join us and learn how to sew, crochet, work with felt, embroider and weave! You will learn basic techniques, use crafty tools and of course your imagination! Stitch up a design that slithers, squeaks and roars, or a beanbag to use for hot and cold packs! You will make a zippered wallet and bags from old sweaters. You will weave with fabric cut from t-shirts. Learn to use hooks and needles, thread and yarn, fabric and felt, while creating unique pieces of art. Let us unplug, unwind and use your own hands to make beautiful things!

Course: SPP499  15 Hours
$160 + $69 fee = $229; NMR add $140
Online: Structured Remote
CRN#: 16595  10 Sessions  W
6/16-8/18  12:30-2 p.m.

Drawing and Painting—Introduction
Come make a splash in the art world while you learn drawing and painting basics, mixing paints, and techniques. Let your imagination fly and your creativity shine through as we experiment with watercolors and acrylic paints. We will create amazing realistic paintings, still life paintings, and seascapes. Learn how to control balance between water and paint to produce vibrant, lifelike paintings. Final artwork will be discussed and critiqued. Join us for hours of fun and creativity! Materials needed for class: a smock; 4 paint brushes; 18 x 24 paper; pencils; and red, blue, yellow, white, and green acrylic paint.

Course: SPP317  15 Hours
$160 + $69 fee = $229; NMR add $140
Online: Structured Remote
CRN#: 46777  10 Sessions  M W F
6/7-6/28  2-3:30 p.m.
CRN#: 16589  10 Sessions  M W F
7/7-7/28  2-3:30 p.m.

REGISTRATION ALERT
Challenge Classes
Due to the Structured Remote nature of our Challenge courses, you must be registered for class five days prior to the first day of class. This new procedure will allow enough time to provide you with the necessary materials, as well as the Zoom link from your Instructor.
Challenge Program

Drawing with Disney
Do you have a favorite Disney character? Do you like classics like Mickey or Goofy? How about a princess like Jasmine or Belle? Do you prefer the villains like Maleficent or Scar? What about your favorite Pixar character like Woody or Lightning McQueen? In this class you will draw them all! Step by step instruction will be provided on how to draw some of the most loved Disney characters. You will learn about perspective, attitude and style. You will be working with different materials to color our creations, and learn about the man who started it all, Walt Disney. Let's get started Drawing with Disney!

Course: SPP422 15 Hours
$160 + $69 fee = $229; NMR add $140
Online: Structured Remote
CRN#: 16591 10 Sessions R
6/17-8/19 12:30-2 p.m.

Easy Breezy Summer Cooking NEW
Get a taste of summer 2021! Learn quick and easy summer dishes, entrees and snacks. You will make a collection of healthy, quick and easy recipes. You will learn to prepare delicious, satisfying appetizers, main dishes, sides and desserts. Put on your apron and let’s celebrate the taste of summer!

Course: SPP530 15 Hours
$160 + $69 fee = $229; NMR add $140
Online: Structured Remote
CRN#: 16598 10 Sessions R
6/17-8/19 10 a.m.-11:30 a.m.

Encore: On the Radio NEW
Join us for a trip in time with the popular music of the era—from the Depression Era to the Disco Era. Learn to read music, sing, dance and create a theater performance. You will sing Boogie Woogie Bugle Boy, Hound Dog, Sgt. Pepper’s Lonely Hearts Club Band and Footloose. Put on your Boogie shoes and let the show begin!

Course: SPP529 15 Hours
$160 + $69 fee = $229; NMR add $140
Online: Structured Remote
CRN#: 16597 10 Sessions T
6/15-8/17 10 a.m.-11:30 a.m.

Explore Music in Movies NEW
Join us to learn the history of music in popular movies. Did you know that music heightens the movie experience? Learn the sound of suspense music and how the sound of the music intensifies the movie experience! You will learn about the styles of music, instruments used, and the mood created through movie music. You will also learn background information about the directors and composers of the music.

Course: SPP532 15 Hours
$160 + $69 fee = $229; NMR add $140
Online: Structured Remote
CRN#: 16636 10 Sessions W F
6/21-7/26 10:30 a.m.-12 p.m.
No class 7/5

Expanding the Wonders of the Chesapeake Bay NEW
The Chesapeake Bay is an amazing body of water, did you know it is the largest estuary in North America? Join us as we look into the Bay’s rich history. You will explore the oyster reefs that brought settlers and pirates to the Chesapeake Bay, and you will learn about the Algonquin natives to the Bay. You will study the history of the Bay Bridge and research the water shed, as well as the air shed. Come explore the wonders of the Chesapeake Bay!

Course: SPP528 15 Hours
$160 + $69 fee = $229; NMR add $140
Online: Structured Remote
CRN#: 16635 10 Sessions M
6/14-8/23 10 a.m.-11:30 a.m.
No class 7/5

Get Physically Fit for Summer
Let’s get fit! You will learn a variety of cardio exercises, stretches, and impact moves to build cardiovascular muscle, and to tone and firm body muscles. Low-impact exercises can improve your health by increasing cardiovascular fitness, while minimizing injuries that can occur due to higher-impact exercise. Designed as a cardiovascular workout, you will improve coordination, muscle strength, and mobility, while promoting general well-being. Dress comfortably for class; bring a water bottle, small towel, and sneakers.

Course: SPP263 15 Hours
$160 + $69 fee = $229; NMR add $140
Online: Structured Remote
CRN#: 16588 10 Sessions W
6/16-8/18 5:30-7 p.m.

In the News: What’s Happening in Our World?
Do you believe everything you hear in the news? Have you heard the phrase “Fake News”? Do you know what it means? You will discuss topics in the news and how they influence society and our lives. Major news events, sports, music and fashion will be topics for discussion. You will analyze the news and stories from newspapers and websites.

Course: SPP437 15 Hours
$160 + $69 fee = $229; NMR add $140
Online: Structured Remote
CRN#: 16593 10 Sessions T R
6/22-7/22 10:30 a.m.-12 p.m.

**CHALLENGE PROGRAM STUDENTS**
If you need support services due to a disability, please contact Ms. Natalie Martinez at least two 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.
Journaling Through Art: Let’s Celebrate You!
A journal is a daily record of your life. You will use words, drawing, collage and mementos about yourself to create amazing journals. From assigned writing prompts, art supplies and crafts, you will take a new approach to filling the pages of your journal. You will create a visual map of a day in your life to turning random splottes into quirky characters for a story. You will take a blank book and turn it into the amazing story of you!

Course: SPP500 15 Hours
$160 + $69 fee = $229; NMR add $140
Online: Structured Remote
CRN#: 16596 10 Sessions  T
6/15-8/17  12:30-2 p.m.

Math in the Real World
Math is used every day! Did you know that minor home improvement projects are loaded with tons of measuring lengths, widths, and how much lumber you will need to complete your project? Grocery shopping is a weekly task that incorporates math; calculating prices while you shop, making sure you have the correct amount of money, and using coupons. Did you know that food items are not taxable? Baking requires math skills; when you bake a pie, cake or cupcakes, you will be using math by measuring ingredients correctly.
In this class you will learn the value of time, measuring ingredients in a pie, cake or cupcakes, you will be using math by measuring ingredients correctly.

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

Course: SPP018 15 Hours
$160 + $69 fee = $229; NMR add $140
Online: Structured Remote
CRN#: 46775 10 Sessions  M W F
6/7-6/28  12-1:30 p.m.
CRN#: 16586 10 Sessions  M W F
7/7-7/28  12-1:30 p.m.

Math Review
Improve your basic functional math skills in the areas of numbers, money, time, and measurement. Topics covered may vary due to skill level of participants. Please bring a calculator to class.

Course: SPP018 15 Hours
$160 + $69 fee = $229; NMR add $140
Online: Structured Remote
CRN#: 46775 10 Sessions  M W F
6/7-6/28  12-1:30 p.m.
CRN#: 16586 10 Sessions  M W F
7/7-7/28  12-1:30 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 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
Online: Structured Remote
CRN#: 16634 10 Sessions  M
6/14-8/23  12:30-2 p.m.
No class 7/5

Reading for Fun and Facts: Mrs. Frisby and the Rats of NIMH
Mrs. Frisby is a widowed field mouse whose home is in danger of destruction by a farmer’s plow. She receives help to save her home from a very advanced group of rats. You will discover just how advanced they really are and what adventures occur when you join us. You will learn new vocabulary words, pronunciation of new words, reading comprehension, discussion of the theme, characters and humor. Come join us to find out what happens in this exciting story this summer by Robert O’Brien.

Course: SPP531 15 Hours
$160 + $69 fee = $229; NMR add $140
Online: Structured Remote
CRN#: 16599 10 Sessions  T R
7/6-8/5  1-2:30 p.m.

Reading Review
Improve your functional reading skills by reading a variety of interesting short stories. Emphasis will be placed on comprehension and vocabulary building. Prerequisite: Students must be able to read on the third-grade level.

Course: SPP019 15 Hours
$160 + $69 fee = $229; NMR add $140
Online: Structured Remote
CRN#: 46776 10 Sessions  M W F
6/7-6/28  10 a.m.-11:30 a.m.
CRN#: 16587 10 Sessions  M W F
7/7-7/28  10 a.m.-11:30 a.m.
Workforce Development and Continuing Education

Analyze your training needs.
Design a training program that offers flexible locations throughout.
Assign instructors who are subject matter experts.

Challenge Program—Computer Technology/ITI

Explore American folk music from its early roots in colonial times to recent music by Bob Dylan, Peter, Paul and Mary and Mumford and Sons. Each class will include group singing, playing rhythm instruments to recorded music and historical information about folk music.

Course: SPP533 15 Hours
$160 + $69 fee = $229; NMR add $140
Online: Structured Remote
CRN#: 16637 10 Sessions  W F 6/21-7/26 1-2:30 p.m.
No class 7/5

The Underground Railroad

The Underground Railroad was a secret system developed to aid fugitive slaves on their escape to freedom. Did you know Maryland was involved in the Underground Railroad? Join us as we explore the notable people involved, how it worked and where it was located. You will learn songs and their meanings which were used to encourage and convey messages to travelers.

Course: SPP534 15 Hours
$160 + $69 fee = $229; NMR add $140
Online: Structured Remote
CRN#: 16600 10 Sessions  T R 6/22-7/22 1-2:30 p.m.

Computer Repair

A+ 220-1001 Exam Preparation: Core 1 TIP

This is part one of a two course series. Areas covered in this course are for Exam 220-1001 and include: Mobile Devices, Networking; Hardware; Virtualization and Cloud Computing; and Hardware and Network Troubleshooting. 100 Hours. No Prerequisites. TWA

Course: TTG580 100 Hours
$1,290 + $337 fee = $1,627; NMR add $800

Hybrid (Rockville Campus & DL)
CRN#: 46734 30 Sessions  M T W R 6/1-7/22 12-3:35 p.m.
CRN#: 46735 30 Sessions  M T W R 6/1-7/22 6-9:35 p.m.

A+ 220-1002 Exam Preparation: Core 2 TIP

This is part two of a two course series. Areas covered in this course are for Exam 220-1002 and include: Operating Systems; Security; Software Troubleshooting; and Operational Procedures. 100 Hours. Prerequisite: Completion of A+ 220-1001 Exam Preparation. TWA

Course: TTG581 100 Hours
$1,290 + $337 fee = $1,627; NMR add $800

Hybrid (Rockville Campus & DL)
CRN#: 16542 30 Sessions  M T W R 7/26-9/15 12:3-35 p.m.
CRN#: 16543 30 Sessions  M T W R 7/26-9/15 6-9:35 p.m.

Driver Education with Additional Supports (SFT079)

This course provides the exact same MVA curriculum as SFT-043 Driver Education, but with built-in 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 3 two-hour individual sessions using our own cars.

Visit us online at www.montgomerycollege.edu/wdce.

PC Repair Introduction

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

Course: TTG516 45 Hours
465 + 127 fee = 592; NMR add 250

Hybrid (Rockville Campus & DL)
CRN#: 16673 9 Sessions  S 6/12-8/14 9 a.m.-3 p.m.

Computer Technology / ITI

Textbooks are mandatory and required at first class. Please visit the bookstore website https://www.bkstr.com/montgomerycollegestore/home.

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 2019/365 unless otherwise specified.

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.

Minimum technology requirements for all remote classes:

• PC running Windows 10 or MAC updated with latest operating system
• A broadband Internet connection
• Speakers, microphone, and webcam

Once you register, claim your My MC account, and setup school email, the instructors will use your school email address to contact you.

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.

Recommended ITI Course Sequence

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

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

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
- QuickBooks Online
- Building and Online Website

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.

- Amazon Web Service AWS—Certified Solutions Architect Training
- Microsoft Azure Introduction

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

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

- 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

- CCNA—Introduction to Networks

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 Analytics Bootcamp—Introduction
- Data Analytics Bootcamp—Advanced
- Visual Analytics Boot Camp
- Power BI—Introduction

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
- Microsoft Azure Data Fundamentals
- Microsoft Azure Database Administrator Training

Digital Graphics

- Step by Step Guide to Self-Publish with Amazon

Linux

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

Networking

- Networking Fundamentals
- Network+ Certification Training and Exam Prep
- Security+ Certification Training and Exam Prep
- ITI Networking Academy
- Cisco CCNA Complete and CCNA Lab

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 Programming
- Java: Web Development Bootcamp

Python Track

- Programming Fundamentals
- Python Programming—Levels I, II

SharePoint Technologies

- 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 Series:
  Module I: Facebook and Instagram
  Module II: Pinterest, YouTube & Snapchat
  Module III: Twitter & TikTok
- LinkedIn® for Entrepreneurs and Small Business Leaders.

Web and Mobile Design
FRONT END WEB DEVELOPMENT CERTIFICATION
Learn how to build sophisticated and interactive websites and start your career as a Front-End web developer. The Front-End Web Development Certification program trains you to become a Front-End Certified Web Developer based on the World Wide Web Consortium (W3C) curriculum.

Students who complete the training develop a portfolio of web-based projects designed, developed, and deployed to a live World Wide Web portfolio of their work.

These are remote instructor-led courses. Once you register the instructor will provide clear instructions and guidance on how to access all applications needed for this training.

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 bring textbook(s) and a USB Flash drive to first class. TWA

Course: CMP860 18 Hours
$99 + $177 fee = $276; NMR add $140
Online: Structured Remote
CRN#: 46590 6 Sessions T R
5/18-6/3 9:30 a.m.-12:30 p.m.

MS Excel—Level I
Excel Level I provides the basic concepts and skills to start being productive with Microsoft Excel 2019. The course covers Excel program fundamentals; how to create and workbook using 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. Prerequisites: Computer Basics and Working with Windows or File Management Skills or equivalent experience. You must bring textbook(s) and a USB Flash drive to first class. TWA

Course: ITI435 12 Hours
$99 + $163 fee = $262; NMR add $140
Online: Structured Remote
CRN#: 46669 4 Sessions T R
5/11-5/20 6-9 p.m.

MS Excel—Level II
Excel 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 2019: 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). Prerequisites: MS Excel—Level I or equivalent experience. You must bring textbook(s) and a USB Flash drive to first class. TWA

Course: ITI436 12 Hours
$99 + $163 fee = $262; NMR add $140
Online: Structured Remote
CRN#: 46670 4 Sessions T R
5/25-6/3 6-9 p.m.

MS Excel—Level III
Excel 2019 Level III builds on the concepts and skills of our Level I and Level II. Learn the advanced functions of Excel 2019. Learn tables, financial functions, what-if analyses, PivotTables and PivotCharts, workbook protection, collaboration, and more. TEXTBOOK REQUIRED. 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/certification-overview-mos.aspx Prerequisites: MS Excel—Level II or equivalent experience. TWA

Course: ITI437 12 Hours
$85 + $163 fee = $248; NMR add $140
Online: Structured Remote
CRN#: 46671 4 Sessions T R
6/8-6/17 6-9 p.m.

Minimum technology requirements for all remote classes:
- PC running Windows 10 or MAC updated with latest operating system
- A broadband Internet connection
- Speakers, microphone, and webcam

Once you register, claim your My MC account, and setup school email; the instructors will use your school email address to contact you.
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 each service. From OneDrive to iCloud, Google drive to Netflix and iTunes, the course covers the biggest and best of cloud computing and will teach you the best way to manage these online services. This course is intended for computer users who are comfortable navigating the Internet. Students interested in how businesses use the cloud should consider taking the Amazon Web Services (AWS) course sequence. Prerequisites: Computer Basics, Working with Windows, File Management Skills, or equivalent experience. TWA

Course: ITI1284 8 Hours
$45 + $80 fee = $125; NMR add $120
Online: Structured Remote
CRN#: 46668 4 Sessions T R 5/11-5/20 9 a.m.-11 a.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 bring textbook(s) and a USB Flash drive to first class. TWA

Course: CMP226 5 Hours
$42 + $76 fee = $118; NMR add $120
Online: Structured Remote
CRN#: 46589 2 Sessions W F 5/5-5/7 9 a.m.-11:30 a.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
Online: Structured Remote
CRN#: 46667 2 Sessions T R 5/4-5/6 9 a.m.-12 p.m.

Business Applications

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

Course: ITI463 12 Hours
$99 + $198 fee = $297; NMR add $140
Online: Structured Remote
CRN#: 46681 6 Sessions M W 5/10-5/26 6-8 p.m.

Quickbooks Online
Learn the fundamentals of using QuickBooks Online to track the finances of a small business. Set up a new company; maintain customer and vendor information; work with banking and credit card transactions; generate reports. You will also create sales receipts and invoices and pay bills. Prerequisites: Working with Windows or File Management Skills. Textbook Required. TWA

Course: ITI4429 12 Hours
$100 + $100 fee = $200; NMR add $140
Online: Structured Remote
CRN#: 16489 6 Sessions M W 7/12-7/28 6-8 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: ITI439 6 Hours
$45 + $80 fee = $125; NMR add $120
Online: Structured Remote
CRN#: 46673 3 Sessions M W F 5/10-5/14 9 a.m.-11 a.m.
Cloud Computing

Amazon Web Service AWS—Certified Solutions Architect Training  
Learn how to architect and deploy secure and robust applications on AWS technologies. This training will help you gain hands on experience with Amazon Web Services (AWS) and will help you achieve one of the top IT certifications: the AWS Certified Solutions Architect Associate certification. This course is for administrators, solution architects and developers interested in using AWS services, and those interested in becoming AWS network administrators. It also covers introductory information about the AWS solutions architect career path and the associated certifications. Certification exam topics will be reviewed, and key Amazon white papers will be reviewed and discussed. All students are expected to have an AWS account, please visit: aws.amazon.com. Prerequisites: Experience with the command line. Textbook recommended. TWA

Course: ITI442  
6-9 p.m.  
5/18-7/1  
18 Sessions  
T R  
CRN#: 46675  
$45 + $80 fee = $125; NMR add $120

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. TWA

Course: ITI443  
18 Hours  
$199 + $106 fee = $305; NMR add $160

Online: Structured Remote  
CRN#: 16490  
6 Sessions  
T R  
7/13-7/29  
6-9 p.m.

Cybersecurity

CISSP Test Preparation  
The Certified Information Systems Security Professional (CISSP) course is designed to ensure that someone handling computer security for a company or client has mastered a standardized body of knowledge. Certified Information Systems Security Professional (CISSP) has developed as the key certification for security professionals in government and industry. Corporations are seeking certified, experienced information security professionals to safeguard their information and assets. The CISSP? is considered the global standard that proves an individuals proficiency in several security disciplines. Security professionals consider the Certified Information Systems Security Professional (CISSP) to be the most desired certification to achieve. This course is intended for experienced cyber professionals that have the background to take the CISSP but need help preparing for the exam. Prerequisites: Two years of experience and extensive knowledge of cybersecurity. The ideal candidate has already started preparing to take the exam and would be using this class to complete their preparation. You must bring textbook(s) and a USB Flash drive to first class. TWA

Course: ITI446  
6 Hours  
$45 + $80 fee = $125; NMR add $120

Online: Structured Remote  
CRN#: 46675  
2 Sessions  
M W  
5/24-5/26  
6-9 p.m.

Structured Remote (SR) vs Distance Learning (DL)

Structured Remote (SR) classes will meet at a designated meeting date and time with the possibility of transitions to in-person classroom teaching.

Distance Learning (DL) classes are at your leisure during the semester and will not transition to in-person classes.

Hybrid (In person & DL or SR)  
Classes will meet online either through Structured Remote (SR) or Distance Learning (DL) along with face to face meetings on campus.

See page 2 for more information.
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+ exams six testing domains: Technologies and Tools, Architecture and Design, Identity and Access Management, Risk Management, Cryptography, and Threats, Attacks and Vulnerabilities. Upon completion of the course, students will be able to sit for the Security+ certification exam. Prerequisites: Network+ or equivalent experience. You must bring textbook(s) and a USB Flash drive to first class. TWA
Course: ITI1240  40 Hours
$199 + $405 fee = $604; NMR add $300
Online: Structured Remote
CRN#: 16488  13 Sessions  S
6/5-9/4  9 a.m.-12:15 p.m.
No class 7/3

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, its 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. TWA
Course: ITI1453  18 Hours
$186 + $186 fee = $372; NMR add $160
Online: Structured Remote
CRN#: 46677  6 Sessions  T R
6/1-6/17  6-9 p.m.

Data Analysis
Data Analytics Practitioner—Introduction
The first course of the program series—this class aims to establish students’ knowledge of career paths, technology, and concepts in data. Explore the workforce outlook for the field of data science and analytics and differentiate between job roles. Identify various data storage tools and data retrieval methods. Define statistical, analytical, and machine learning techniques used to derive findings. Recognize common visualization types and best practices for data storytelling. This is an open enrollment class. Students looking go continue onto the Data Analytics Practitioner Bootcamp need to take this class and pass an assessment. Prerequisites: Ability to navigate in a Windows environment including file management skills. Knowledge of MS Excel, statistical concepts, and programming recommended. TWA
Course: ITI470  12 Hours
$50 + $49 fee = $99; NMR add $50
Online: Structured Remote
CRN#: 46685  4 Sessions  T R
5/4-5/13  6-9 p.m.

NEW! Data Analytics Practitioner Program
This is a two-course program that will help you build all the essential skills required for jobs in the field of data analytics. These classes are designed to develop skills in programming, data analysis, and visualization, and knowledge of ethical data practices and effective presentation methods. At the end of the program students should be prepared to take and pass the Analyzing Data with Microsoft Power BI examination to earn the Microsoft Certified: Data Analyst Associate Certification. Students will need to register for the first course and pass an assessment to register for the second course.

Power BI—Introduction
This data science course, you will learn the basic concept of Power BI with demos, quizzes, and hands-on labs. You’ll walk through Power BI, end to end, starting from how to connect to and import your data, author reports using Power BI Desktop, and publish those reports to the Power BI service. Plus, learn to create dashboards and share with business users on the web and on mobile devices. You must bring textbook(s) and a USB Flash drive to first class. TWA
Course: ITI462  12 Hours
$99 + $100 fee = $199; NMR add $120
Online: Structured Remote
CRN#: 16491  4 Sessions  T R
7/13-7/22  6-9 p.m.

Data Analytics Practitioner TIP
Learn techniques for data wrangling and mining, and build predictive models using Python. Display results as interactive charts and dashboard in Power BI. Explain basic characteristics of datasets using the pandas and NumPy libraries for exploratory data analysis. Transform data to a clean, consistent, and useable format for statistical analysis and/or predictive modeling. Use the scikit-learn library to teach machine learning algorithms how to predict future outcomes. Easily construct charts and dashboards with interactive features such as filtering and drilldown for real-time visual analysis. A portion of this consists of online projects that need to be completed by the students on their own time. Prerequisites: Successful completion of Data Analytics Practitioner Introduction. TWA
Course: ITI469  100 Hours
$600 + $650 fee = $1,250; NMR add $650
Online: Structured Remote
CRN#: 46745  22 Sessions
5/18-7/29
## Databases

**Microsoft Azure Data Fundamentals**

This Microsoft certification course is intended for students beginning to work with data in the cloud. It prepares you to become candidates for the Azure Data Fundamentals certification DP-900 exam, and provides the foundational knowledge of core database concepts, and how they are implemented using Microsoft Azure data services. The Azure Data Fundamentals certification can be used in preparation for other Azure role-based certifications like Azure Database Administrator Associate or Azure Data Engineer Associate. **Prerequisites:** Candidates should have a good working knowledge of computers, cloud, and network functionalities. Be familiar with the concepts of relational and non-relational data, and different types of data workloads such as transactional or analytical. TWA

**Course:** ITI467  
18 Hours

$199 + $106 fee = $305; NMR add $160

**Online:** Structured Remote  
CRN#: 46743  
6 Sessions  
M W 6/7-6/23  
6-9 p.m.

**Microsoft Azure Database Administrator Training**

If your goal is to become an Azure Database Administrator, this is the course for you. The Azure Database Administrator implements and manages the operational aspects of cloud-native and hybrid data platform solutions built on Microsoft Azure data services and Microsoft SQL Server. This course will teach you the content of the Administering Relational Databases on Microsoft Azure and will prepare you to take the DP—300 Exam. Database administrators and data management specialists that manage on-premises and cloud relational databases built on top of Microsoft SQL Server and Microsoft Azure data services will benefit from this course. **Prerequisites:** Successfully completion Microsoft Azure Data Fundamentals DP-900 exam. Previous MS DBA certifications and/or years of experience in the DBA field are a plus. TWA

**Course:** ITI277  
100 Hours

$998 + $1,005 fee = $2,003; NMR add $800

**Online:** Structured Remote  
CRN#: 46917  
25 Sessions  
T R 5/11-8/7  
6-10 p.m.

**Cisco CCNA Complete Program—CCNA v7.0**  
**TIP**

This accelerated class is designed to take you through all 3 courses of the Cisco Networking Academy Routing and Switching v7.0 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. Students who register for this class must also register for the lab sessions, course ITI300. This is an exciting, challenging and rewarding course. All materials for this course are INCLUDED in the course and are accessible via the Cisco Networking Academy website (www.netacad.com.)

**There is no need to purchase a textbook or other resource.**  
**Prerequisites:** Network+ training, knowledge of networking infrastructure or equivalent working experience. TWA

**Course:** ITI277  
100 Hours

$898 + $1,005 fee = $1,903; NMR add $800

**Online:** Structured Remote  
CRN#: 46917  
25 Sessions  
T R 5/11-8/7  
6-10 p.m.

**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.

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

**Online:** Structured Remote  
CRN#: 46918  
12 Sessions  
W 5/12-8/18  
6-7 p.m.

## Networking

**IT HelpDesk Practitioner Training**

Learn fundamental IT helpdesk troubleshooting skills to diagnose common technical problems and apply effective solutions. Learn to install and repair damaged operating systems and applications. Learn to troubleshoot OS, application, display, printing, networking, email and security issues. Learn to use a helpdesk ticketing system to document problems and solutions. This training is for students who wish to start a career in IT as Helpdesk Support, Helpdesk Specialists, or Service Desk Technicians. **Prerequisites:** Computer Basics, Working with Windows, File Management Skills, or equivalent experience. You must bring textbook(s) and a USB Flash drive to first class. TWA

**Course:** ITI474  
30 Hours

$200 + $249 fee = $449; NMR add $225

**Online:** Structured Remote  
CRN#: 46688  
12 Sessions  
T R 6/1-7/15  
6-8:30 p.m.

No class 7/5, 7/7

**Network+ Exam Review**

This Network+ Exam Review and study group is for students who have taken a Network+ course in the last couple of years and need to refresh their knowledge in order to take the exam. This course teaches a structured approach to applying your knowledge to each exam question so that you can pass the exam the first time. The course is facilitated online by an experienced live instructor. **Prerequisites:** CompTIA Network+ Training and Exam Prep, or at least a year of networking working experience. TWA

**Course:** ITI482  
18 Hours

$100 + $99 fee = $199; NMR add $120

**Online:** Structured Remote  
CRN#: 16564  
6 Sessions  
M W 8/2-8/18  
6-9 p.m.

**Cisco CCNA Complete Program—CCNA v7.0**  
**TIP**

This accelerated class is designed to take you through all 3 courses of the Cisco Networking Academy Routing and Switching v7.0 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. Students who register for this class must also register for the lab sessions, course ITI300. This is an exciting, challenging and rewarding course. All materials for this course are INCLUDED in the course and are accessible via the Cisco Networking Academy website (www.netacad.com.)

**There is no need to purchase a textbook or other resource.**  
**Prerequisites:** Network+ training, knowledge of networking infrastructure or equivalent working experience. TWA

**Course:** ITI277  
100 Hours

$998 + $1,005 fee = $2,003; NMR add $800

**Online:** Structured Remote  
CRN#: 46917  
25 Sessions  
T R 5/11-8/7  
6-10 p.m.

**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.

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

**Online:** Structured Remote  
CRN#: 46918  
12 Sessions  
W 5/12-8/18  
6-7 p.m.

## IT HelpDesk Practitioner Training

Learn fundamental IT helpdesk troubleshooting skills to diagnose common technical problems and apply effective solutions. Learn to install and repair damaged operating systems and applications. Learn to troubleshoot OS, application, display, printing, networking, email and security issues. Learn to use a helpdesk ticketing system to document problems and solutions. This training is for students who wish to start a career in IT as Helpdesk Support, Helpdesk Specialists, or Service Desk Technicians. **Prerequisites:** Computer Basics, Working with Windows, File Management Skills, or equivalent experience. You must bring textbook(s) and a USB Flash drive to first class. TWA

**Course:** ITI474  
30 Hours

$200 + $249 fee = $449; NMR add $225

**Online:** Structured Remote  
CRN#: 46688  
12 Sessions  
T R 6/1-7/15  
6-8:30 p.m.

No class 7/5, 7/7

**Network+ Exam Review**

This Network+ Exam Review and study group is for students who have taken a Network+ course in the last couple of years and need to refresh their knowledge in order to take the exam. This course teaches a structured approach to applying your knowledge to each exam question so that you can pass the exam the first time. The course is facilitated online by an experienced live instructor. **Prerequisites:** CompTIA Network+ Training and Exam Prep, or at least a year of networking working experience. TWA

**Course:** ITI482  
18 Hours

$100 + $99 fee = $199; NMR add $120

**Online:** Structured Remote  
CRN#: 16564  
6 Sessions  
M W 8/2-8/18  
6-9 p.m.

**Cisco CCNA Complete Program—CCNA v7.0**  
**TIP**

This accelerated class is designed to take you through all 3 courses of the Cisco Networking Academy Routing and Switching v7.0 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. Students who register for this class must also register for the lab sessions, course ITI300. This is an exciting, challenging and rewarding course. All materials for this course are INCLUDED in the course and are accessible via the Cisco Networking Academy website (www.netacad.com.)

**There is no need to purchase a textbook or other resource.**  
**Prerequisites:** Network+ training, knowledge of networking infrastructure or equivalent working experience. TWA

**Course:** ITI277  
100 Hours

$998 + $1,005 fee = $2,003; NMR add $800

**Online:** Structured Remote  
CRN#: 46917  
25 Sessions  
T R 5/11-8/7  
6-10 p.m.

**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.

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

**Online:** Structured Remote  
CRN#: 46918  
12 Sessions  
W 5/12-8/18  
6-7 p.m.
Networking Fundamentals
Build a solid foundation in computer networking concepts, and start preparing for the CompTIA IT Fundamentals certification. Learn the basics of computing, IT infrastructure, software development, and database use. In addition, learn the basic of installing software, establishing basic network connectivity, and identifying/preventing basic security risks. The information you learn in this training serves as the foothold for your career in information technology.
This course is a prerequisite for the Network + course. Prerequisites: Computer Basics, File Management Skills, or a solid understanding of computer hardware and operating systems. You must bring textbook(s) and a USB Flash drive to first class. TWA
Course: ITI441 18 Hours
$65 + $139 fee = $204; NMR add $140
Online: Structured Remote
CRN#: 46674 6 Sessions  M W 5/10-5/26 6-9 p.m.

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. Estimated price of course materials: $130. TWA
Course: ITI241 42 Hours
$199 + $405 fee = $604; NMR add $300
Online: Structured Remote
CRN#: 46666 14 Sessions  M W 6/7-7/28 6-9 p.m.
No class 7/5, 7/7

Programming

Java Programming—Introduction
Java is one of the most popular programming languages out there. This course covers an overview of object-oriented programming, and will provide you with a basic foundation in Java. Topics include Java language essentials, Java Software Development Kit (J2SDK), and simple standalone text and graphics applications in Java. Prerequisites: Programming Fundamentals or equivalent experience. Knowledge of another programming language is helpful but not required. You must bring textbook(s) and a USB Flash drive to first class. TWA
Course: ITI418 18 Hours
$99 + $205 fee = $304; NMR add $225
Online: Structured Remote
CRN#: 46684 6 Sessions  M W 5/24-6/16 6-9 p.m.

Programming Fundamentals
This course provides knowledge to begin programming in any language. The course covers creating small programs to explore conditions, loops, variables, expressions, working with different kinds of data, how to debug, and using different approaches to building programs in Python. Topics include: Understanding compiled and interpreted languages, requesting ing input, working with numbers, characters, strings, and operators, Writing conditional statements and loops, and debugging. Prerequisites: Working with Windows, File Management Skills or equivalent experience. You must bring textbook(s) and a USB Flash drive to first class. TWA
Course: ITI454 18 Hours
$99 + $205 fee = $304; NMR add $160
Online: Structured Remote
CRN#: 46678 6 Sessions  T R 5/4-5/20 6-9 p.m.

Python Programming—Level II
This course will explore the object-oriented aspects of Python using Python 3.x. The course will also explore various IDEs (integrated development environments), unit testing, debugging, handling exceptions, installing packages, and accessing databases. Hands-on exercises will engage students with the training material. Prerequisite: Python Programming I or equivalent experience. You must bring textbook(s) and a USB Flash drive to first class. TWA
Course: ITI456 15 Hours
$99 + $191 fee = $290; NMR add $140
Online: Structured Remote
CRN#: 46680 6 Sessions  T R 6/15-7/1 6-8:30 p.m.

Minimum technology requirements for all remote classes:
• PC running Windows 10 or MAC updated with latest operating system
• A broadband Internet connection
• Speakers, microphone, and webcam
Once you register, claim your My MC account, and setup school email; the instructors will use your school email address to contact you.

www.montgomerycollege.edu/wdce | 25
## Salesforce®

### Salesforce Administrator Training
Learn and master the concepts of being a Salesforce Administrator. This training will help you develop an understanding of Force.com architecture, Salesforce objects, and the Salesforce interface. Moreover, you will learn how to configure Salesforce so you are able to collect, analyze, and retrieve all of the vital information associated with your customer base. We offer practical hands-on learning that will ensure your job success, as well as the theoretical knowledge needed to prepare for the Salesforce Certified Administrator exam. **Prerequisites:** Salesforce Fundamentals. TWA

**Course: ITI370**  
40 Hours  
$300 + $399 fee = $699; NMR add $300

**Online: Structured Remote**  
CRN#: 46665  
16 Sessions  
6-8:30 p.m.
No class 7/6, 7/7

### Salesforce Fundamentals
This 2-day course will provide you with an understanding of what is possible with the Salesforce platform, its specific applications, and their business values and benefits. In this course, we walk you through the basics of the Salesforce platform including Salesforce objects and terminology, the Sales Cloud data model, customizations to support your business process and goals, and how to get data into Salesforce. By learning the features and processes of the platform, you will be able to successfully use Salesforce and have a foundational knowledge to learn more about Salesforce administration. TWA

**Course: ITI438**  
10 Hours  
$49 + $100 fee = $149; NMR add $120

**Online: Structured Remote**  
CRN#: 46672  
4 Sessions  
5/25-6/3  
6-8:30 p.m.

### Web and Mobile Design and Development

#### Building an Online Website
Are you interested in creating a 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 and use free online 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 web development company. **Prerequisites:** Working with Windows or File Management Skills or equivalent experience. TWA

**Course: ITI427**  
16 Hours  
$100 + $75 fee = $175; NMR add $140

**Online: Structured Remote**  
CRN#: 46683  
8 Sessions  
5/15-7/10  
9 a.m.-11 a.m.
No class 5/29

#### Front End Web Development Certification (1P)
This certification program trains you to become a Front-End Certified Web Developer based on the World Wide Web Consortium (W3C) curriculum. Learn how to build beautiful, interactive websites based on the fundamentals building blocks of mobile-first web design. Learn the advanced technologies being used today to design and develop robust web-based applications. Web technologies taught include HTML5, CSS3, JavaScript, JQuery, XML, JSON, AJAX, and Responsive Web Design (RWD) using the leading HTML5, CSS3, and JavaScript frameworks. Students who complete the training will develop a portfolio of web-based projects designed, developed, and deployed to a live World Wide Web portfolio of their work. **Prerequisites:** File Management Skills or equivalent experience; familiarity with the internet and keyboarding skills. TWA

**Course: ITI481**  
94 Hours  
$1,000 + $975 fee = $1,975; NMR add $800

**Online: Structured Remote**  
CRN#: 46693  
25 Sessions  
5/3-8/2  
Online 24/7
No class 7/5, 7/7

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## Cosmetology

### Makeup Artistry

#### Makeup Artistry I
This class is for beginning and intermediate-level students who want hands-on training in the industry of makeup artistry. Learn tips and tricks from the professionals. Learn how to create the latest makeup looks. You will receive demonstration and hands-on training in the skilled trade of makeup artistry. Topics include the origins of makeup, sanitation, skincare techniques, and tools and products used to apply makeup. Learn how to identify and apply the correct makeup techniques for different face and eye shapes, execute corrective eyebrow grooming, and proper foundation for a specific look. Required: Students must bring a basic makeup kit to class and dress in the industry standard of professional solid black attire for the duration of the course. You must purchase textbooks and bring them to the first class. TWA

**Course: COS015**  
40 Hours  
$255 + $148 fee = $403; NMR add $225

**Online: Structured Remote**  
CRN#: 46701  
10 Sessions  
6-10 p.m.

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

**Course: COS016**  
24 Hours  
$128 + $95 fee = $223; NMR add $140

**Online: Structured Remote**  
CRN#: 16507  
6 Sessions  
6-10 p.m.

### Natural Hair Care Certificate (Continuing Education)

**Course: COS033**

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

Nail Technician I
This course, approved by the Maryland Board of Cosmetology, is the first in a series of three courses taken to prepare participants to apply for the state-required examination to become a licensed nail technician. Instruction includes theory, demonstration, and practical application. TWA

Course: COS004  50 Hours
$255 + $265 fee = $520; NMR add $250

Online: Structured Remote
CRN#: 46700  13 Sessions  M T W 6/1-6/29  5:30-9:30 p.m.
Last class on 6/29 meets 5:30-7:30 p.m.

Nail Technician II TIP
This is the second of three required courses needed to sit for the examination to become a licensed nail technician in the state of Maryland. You will learn manicure and pedicure techniques, electric filing, and how to apply nail tips and wraps. Anatomy and physiology of the hand and nails is reviewed. Safety protocols are emphasized. TWA

Course: COS005  100 Hours
$510 + $515 fee = $1,025; NMR add $650

Online: Structured Remote
CRN#: 16506  25 Sessions  M T W 7/6-8/31  5:30-9:30 p.m.

Natural Hair Care

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

Course: COS033  36 Hours
$160 + $165 fee = $325; NMR add $160

Online: Structured Remote
CRN#: 16508  12 Sessions  M 6/7-8/30  6-9 p.m.
No class 7/5

Early Childhood Education / Child Care

Creative Cognition I
Improve the learning capacity of children through simple, specific activities that serve a clear function. This class will establish the need of using different effective tools towards the integration of physical, psychological, academic, and language functions. (0.4 CEUs) TWA

Course: ECH262  4 Hours
$30 + $38 fee = $68; NMR add $50

Online: Structured Remote
CRN#: 16529  2 Sessions  M W 8/9-8/11  6:30-8:30 p.m.

Multiculturalism in ECE Settings
Develop 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. (0.3 CEUs) TWA

Course: ECH332  3 Hours
$21 + $34 fee = $55; NMR add $50

Online: Structured Remote
CRN#: 46720  1 Session  M 6/21  6:30-9:30 p.m.

Let Us Train Your Work Force At Your Place!
The Early Childhood Education Department now offers more than 150 child development courses in English and 60 courses in 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.
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. (0.3 CEUs) TWA
Course: ECH333 3 Hours
$21 + $34 fee = $55; NMR add $50
Online: Structured Remote
CRN#: 46721 1 Session M 6/7 6:30-9:30 p.m.

Lesson Planning for ECE
Create lesson plans that allow students to reach mastery. Topics include context for learning, instructional delivery and evaluation of the lesson plan. (0.4 CEUs) TWA
Course: ECH354 4 Hours
$30 + $38 fee = $68; NMR add $50
Online: Structured Remote
CRN#: 16530 2 Sessions M W 7/26-7/28 6:30-8:30 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
Online: Structured Remote
CRN#: 16531 1 Session S 8/14 9 a.m.-2 p.m.

Stress in Child Care Providers
Learn the different sources of stress in a child care environment. This class will provide you with different coping strategies to reduce stress. (0.3 CEUs) TWA
Course: ECH293 3 Hours
$21 + $34 fee = $55; NMR add $50
Online: Structured Remote
CRN#: 16528 1 Session M 7/12 6:30-9:30 p.m.

Health, Safety, and Nutrition

Common Infectious Diseases in Child Care Settings
Learn the signs and symptoms of infectious illnesses and how to prevent their spread in childcare settings. We will cover infection period and exclusion criteria as well as what diseases need to be reported to MSDE. (0.3 CEUs) TWA
Course: ECH356 3 Hours
$21 + $34 fee = $55; NMR add $50
Online: Structured Remote
CRN#: 46722 1 Session S 6/26 9:30 a.m.-12:30 p.m.

Professionalism

Child Development Associate (CDA) Credential Assessment Preparation
Prepare 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: ECS059 3 Hours
$21 + $34 fee = $55; NMR add $50
Online: Structured Remote
CRN#: 46737 1 Session T 6/15 6:30-9:30 p.m.

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). Go beyond the definition of ADA to learn inclusionary best practices, strategies and resources for implementing an early childhood or school age environment that is inclusive to all children and families. (0.3 CEUs) TWA
Course: ECH271 3 Hours
$21 + $34 fee = $55; NMR add $50
Online: Structured Remote
CRN#: 46719 1 Session M 6/28 6:30-9:30 p.m.

Comunidad

Diversidad en el ambiente escolar
Obtenga las herramientas y estrategias necesarias para poder acomodar los contenidos educativos desde un enfoque alternativo atendiendo a las necesidades de aquellos individuos con características diferentes. (0.3 CEUs) TWA
Course: ECS114 3 Hours
$21 + $34 fee = $55; NMR add $50
Online: Structured Remote
CRN#: 46739 1 Session T 6/29 6:30-9:30 p.m.

Educación Infantil

Fábulas y cuentos para promover alfabetización
Utilice fábulas y cuentos para implementar prácticas de desarrollo infantil apropiadas a diferentes ambientes. Aprenda a elegir libros adecuados a los indicadores de desarrollo. (0.3 CEUs) TWA
Course: ECS114 3 Hours
$21 + $34 fee = $55; NMR add $50
Online: Structured Remote
CRN#: 46739 1 Session T 6/29 6:30-9:30 p.m.
Necesidades especiales

Psicofunciones
Conozca que son las psicofunciones, como funcionan y cómo se estimulan para mejorar el aprendizaje de sus pequeños alumnos. Aprenda herramientas prácticas y sencillas que facilitarán su labor docente. (0.3 CEUs) TWA

Course: ECS101  3 Hours
$21 + $34 fee = $55; NMR add $50

Online: Structured Remote
CRN#: 46738  1 Session  R
6/17  6:30-9:30 p.m.

Profesionalidad

Guía para la Credencial de Desarrollo Infantil de Maryland
Esta clase le ayudará a entender el proceso para solicitar la Credencial del Estado de Maryland. Se explicarán los diferentes niveles establecidos por dicha credencial y cuales son sus requisitos. También se cubrirá el sistema de reembolso por dichos niveles. (0.2 CEUs) TWA

Course: ECS048  2 Hours
$10 + $15 fee = $25; NMR add $15

Online: Structured Remote
CRN#: 46852  1 Session  W
6/2  6:30-8:30 p.m.

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

Course: ECS028  30 Hours
$110 + $190 fee = $300; NMR add $160

Missing Location
CRN#: 46723  6 Sessions  S
6/5-7/10  9 a.m.-2 p.m.

Salud, seguridad, nutrición

Enfermedades infecciosas comunes en los centros de cuidado infantil
Conozca los signos y síntomas de las enfermedades infecciosas y cómo prevenir su propagación en los entornos de cuidado infantil. Cubriremos el período de infección y los criterios de exclusión, así como qué enfermedades deben notificarse al MSDE. (0.3 CEUs) TWA

Course: ECS123  3 Hours
$21 + $34 fee = $55; NMR add $50

Online: Structured Remote
CRN#: 46740  1 Session  T
6/22  6:30-9:30 p.m.

Síndromes del bebé sacudido y muerte súbita
Aprenda las señales y síntomas del síndrome del bebé sacudido como las estrategias para prevenir el síndrome de muerte súbita. (0.3CEUs) TWA

Course: ECS102  3 Hours
$21 + $34 fee = $55; NMR add $50

Online: Structured Remote
CRN#: 16545  1 Session  R
7/22  6:30-9:30 p.m.

Structured Remote (SR) vs Distance Learning (DL)

Structured Remote (SR) classes will meet at a designated meeting date and time with the possibility of transitions to in-person classroom teaching.

Distance Learning (DL) classes are at your leisure during the semester and will not transition to in-person classes.

Hybrid (in person & DL or SR) Classes will meet online either through Structured Remote (SR) or Distance Learning (DL) along with face to face meetings on campus.

See page 2 for more information.

Entrepreneurship and Small Business

Entrepreneurship

Entrepreneurship: Business Life-cycle and Feasibility Study—Introduction
Learn the life-cycle of a business and gain competencies in business development and strategic planning along with foundational documents to move you forward to becoming a successful entrepreneur! Harvard Business Case Study purchases required; 2 per course; Instructor will provide instructions at first class. TWA

Course: ENT001  24 Hours
$125 + $225 fee = $350; NMR add $160

Online: Structured Remote
CRN#: 46706  8 Sessions  T R
5/11-6/3  6-9 p.m.

Financing your Start-up or Small Business
Learn how to determine objectives, define successful outcomes, assess costs and benefits, and gain the technical knowledge needed to convert an idea into a tangible product. Students will learn how to identify prospects, resources, and processes.TWA

Course: ENT016  24 Hours
$125 + $225 fee = $350; NMR add $160

Missing Location
CRN#: 16510  8 Sessions  T R
7/8-8/3  6-9 p.m.

How to Efficiently Run Your Start-up!
Learn what considerations, involvement, internal and external factors affect small business management activities; students will deliver a business idea pitch. Students should be digitally literate and online competent. TWA

Course: ENT015  24 Hours
$125 + $225 fee = $350; NMR add $160

Online: Structured Remote
CRN#: 46705  8 Sessions  T R
6/8-7/1  6-9 p.m.
Entrepreneurship and Small Business

Marketing and Communicating your Start-up and Small Business
Learn to develop marketing strategies and tools for startups and small business, employ marketing tools to amplify profile of startup, and create communication functions to design customer feedback channels. Students should be digitally literate and online competent. TWA

Course: ENT017  24 Hours
$125 + $225 fee = $350; NMR add $160
Online: Structured Remote
CRN#: 16509  8 Sessions  T R
8/5-8/31  6-9 p.m.

Small Business

Beyond Marketing—5 Ways to Grow Your Business
Are you already in business or just beginning? This course will provide an overview of core marketing principles that every small business owner should know! Simple, innovative, and zero to low-cost marketing strategies will be explored, along with some techniques that can be implemented right away, such as market plan, branding, and lead generation.

Course: SMB962  3 Hours
$14 + $25 fee = $39; NMR add $35
Online: Structured Remote
CRN#: 46773  1 Session  W
5/17-5/24  6:30-9:30 p.m.
CRN#: 16584  1 Session  W
7/14  6-9 p.m.

Home Improvement: MHIC Exam Preparation
Prepare for the Maryland Home Improvement Commission (MHIC) exam to obtain a Maryland Contractor license. Topics include: Home Improvement law, project and management skills, planning, and regulation. Required textbook: NASCLA Contractors Guide to Business, Law, and Project Management, 6th edition, Revised Summer 2016. TWA

Course: SMB034  18 Hours
$100 + $175 fee = $275; NMR add $140
Online: Structured Remote
CRN#: 46901  6 Sessions  M T W R F
5/17-5/24  6-9 p.m.
CRN#: 16651  6 Sessions  M T W R F
7/12-7/19  6-9 p.m.
CRN#: 16652  6 Sessions  M T W R F
8/23-8/30  6-9 p.m.

Home Improvement Cont. Ed. Part I
This class provides 15 hours of Continuing Education to LICENSED Home Inspectors; Continuing Education hours are required by the Maryland Commission of Home Inspection. Gain knowledge in the following residential components, HVAC, roofing, plumbing, electrical, and more. TWA

Course: SMB967  15 Hours
$95 + $103 fee = $198; NMR add $120
Online: Structured Remote
CRN#: 46774  5 Sessions  W
6/2-6/30  6:30-9:30 p.m.

Structured Remote (SR) vs Distance Learning (DL)
Structured Remote (SR) classes will meet at a designated meeting date and time with the possibility of transitions to in-person classroom teaching.
Distance Learning (DL) classes are at your leisure during the semester and will not transition to in-person classes.
Hybrid (In person & DL or SR) classes will meet online either through Structured Remote (SR) or Distance Learning (DL) along with face to face meetings on campus. See page 2 for more information.
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 program, 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

Takoma Park/Silver Spring Campus
CRN#: 16547 10 Sessions T
6/8-8/18 5-9 p.m.
No class 7/5, 7/6, 7/7, 7/8
Take with HHS127 CRN# 16441

CRN#: 16548 10 Sessions R
6/10-8/19 5-9 p.m.
No class 7/5, 7/6, 7/7, 7/8, 7/9
Take with HHS121 CRN# 16441

CRN#: 16549 10 Sessions M
6/14-8/23 9 a.m.-1 p.m.
No class 7/5, 7/6, 7/7, 7/8
Take with HHS12 CRN# 16442

CRN#: 16550 10 Sessions W
6/16-8/25 9 a.m.-1 p.m.
No class 7/5, 7/6, 7/7, 7/8
Take with HHS12 CRN# 16442

Online: Structured Remote
CRN#: 16441 24 Sessions M W
6/7-9/1 5-9 p.m.
No class 7/5, 7/6, 7/7, 7/8
Take with HHS126 CRN#16547 or 16548

CRN#: 16442 24 Sessions T R
6/8-9/2 9 a.m.-1 p.m.
No class 7/5, 7/6, 7/7, 7/8, 7/9
Take with HHS12 CRN# 16549 or 16550

Health Career Training

EKG Technician TIP
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

Online: Structured Remote
CRN#: 16438 20 Sessions T R
6/8-8/19 6-8:30 p.m.
No class 7/5, 7/6, 7/7, 7/8
Pharmacy Technician Certification

TIP

This comprehensive 72-hour course will prepare students to enter the pharmacy field and take the Pharmacy Technician Certification Boards 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

Online: Structured Remote
CRN#: 16440  12 Sessions  S
6/5-8/28  8:30 a.m.-2:30 p.m.
No class 7/3
CRN#: 16439  24 Sessions  M W
6/7-9/1  6-9 p.m.
No class 7/5, 7/7, 7/8, 7/9, 7/10

Phlebotomy Technician—Clinical Internship

This class includes a 40-hour clinical opportunity at a local healthcare provider. In addition to other requirements, to be eligible for this Phlebotomy Technician Clinical Internship class, you must have completed or currently be enrolled in Montgomery Colleges 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 tuberculosis test, and blood test to check immunity status: Varicella Zoster IgG Ab; Rubella IgG; Rubela 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—Clinical Internship. TWA

Course: HHS115  40 Hours
$210 + $125 fee = $335; NMR add $160

Off Campus Location
CRN#: 16546  5 Sessions  7/12-8/18  Online 24/7
CRN#: 16443  5 Sessions  7/12-8/18  Online 24/7

Medicine Aide Update

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 + $55 fee = $165; NMR add $120

Online: Structured Remote
CRN#: 46582  1 Session  S
5/8-5/8  8 a.m.-5:45 p.m.
CRN#: 46583  1 Session  S
6/5-6/5  8 a.m.-5:45 p.m.
CRN#: 16413  1 Session  S
8/7-8/7  8 a.m.-5:45 p.m.

Nursing Related Courses

Certified Nursing Assistant/Geriatric Asst

Advanced Skills for Certified Nursing Assistants (CNAs)

This course is an 80 hour hospital-based program designed for certified nursing assistants (CNAs) to develop advanced skills seeking employment as a Patient Care Technician in a hospital/acute care setting. Students will learn to perform advanced skills such as intravenous therapy site care, electrocardiograms (EKG), bladder scans, wound care, urinary catheterization care, blood glucose monitoring, preoperative/post operative care, tracheostomy care, phlebotomy and more. Participants of this program MUST HAVE AN ACTIVE CNA CERTIFICATION IN GOOD STANDING with the Maryland Board of Nursing and an active BLS/CPR certification. After successful completion of this course students will receive a certificate of completion from Montgomery college and will be eligible to take the PCT/A certification examination. TWA

Course: AHT242  80 Hours
$694 + $200 fee = $894; NMR add $400

Online: Structured Remote
CRN#: 46584  15 Sessions  M W U
6/14-7/19  5-9 p.m. (M W)
No class 7/5  9 a.m.-5 p.m. (U)
Sunday labs will be in person on the Takoma Park./Silver Spring Campus.

Due to COVID19, all classes, labs, and clinicals will be taught online until it is deemed safe to resume face-to-face classes. Please note, until further notice from the Montgomery County Leaders, classes will be taught online via Zoom and/or Blackboard learning systems. Therefore, you will need a computer, laptop, tablet, or smartphone camera ready with speakers, internet access and a browser that is current.
Certified Nursing Assistant/Geriatric 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 Immunizations, physical exam, TB test, CPR training, CNA application, GNA application, fingerprinting, and uniforms. These costs will be discussed at orientation.

Mandatory Nursing Assistant and Geriatric Nursing Assistant Online Orientation:
https://www.montgomerycollege.edu/workforce-development-continuing-education/
health-sciences/cna-gna/orientation.html

Questions? AFTER viewing the online orientation, contact
healthsciencesnoncredit@montgomerycollege.edu

Certified Nursing Assistant Classroom (CNA) TIP

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 a certificate of completion 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 is required; obtain a CPR Health Provider certification before the midterm; a negative TB skin test (PPD) or chest x-ray may be required before class starts. TWA

Course: AHT028 88 Hours $840 + $275 fee = $1,115; NMR add $650

Certified Nursing Assistant Clinical (CNA) TIP

This course is only for students who have successfully completed Certified Nursing Assistant—Classroom (AHT028). TWA

Course: AHT223 60 Hours $770 + $155 fee = $925; NMR add $400

The corresponding classroom and clinical MUST be taken together, no substitutions. You must wear uniforms on first day

CNA Classroom Structured Remote with on campus (TP/SS*) labs on Thursdays
CRN#: 46585 19 Sessions M T W R 6/1-6/26 5-9:15 p.m.

CNA Clinical at Asbury Methodist Village
CRN#: 16411 11 Sessions M T W S 6/28-7/17 5-10 p.m. (M T W)
No class 7/5

CNA Classroom Structured Remote with on campus (TP/SS*) labs on Wednesday
CRN#: 46586 22 Sessions M W F 5/10-6/30 5-9:15 p.m.

CNA Clinical at Structured Remote/Brooke Grove Rehabilitation/Nursing Facility
CRN#: 16412 11 Sessions M W F 7/7-7/30 5-9:15 p.m. (M W)
7 a.m.-3:30 p.m. (F)

CNA Classroom Structured Remote with on campus (TP/SS*) labs on Thursdays
CRN#: 46587 12 Sessions M W R 5/24-6/21 8 a.m.-3:30 p.m.
No class 5/31

CNA Clinical at Structured Remote/Brooke Grove Rehabilitation/Nursing Facility
CRN#: 16410 9 Sessions M W R 6/23-7/14 8 a.m.-3:30 p.m.
No class 7/5

CNA Classroom Structured Remote with on campus (TP/SS*) labs on Thursdays
CRN#: 16414 13 Sessions M W R 7/7-8/4 8 a.m.-3:30 p.m.

CNA Clinical at Structured Remote/Brooke Grove Rehabilitation/Nursing Facility
CRN#: 16504 9 Sessions M W R 8/5-8/25 8 a.m.-3:30 p.m.

The Maryland Board of Nursing requires that all classroom and clinical hours are complete. *TP/SS Takoma Park/Silver Spring Campus

Hospital-Based Certified Nursing Assistant Classroom and Laboratory TIP

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

Course: NUR070 88 Hours $840 + $275 fee = $1,115; NMR add $650

Online: Structured Remote
CRN#: 46633 22 Sessions T W R 6/7-7/20 5:30-9:45 p.m.
No class 7/5

For Suburban Hospital students. This class will have on campus (TP/SS) labs on Wednesdays.

CRN#: 16472 22 Sessions T R U 6/13-7/14 5:30-9:45 p.m. (T R)
No class 7/4 12:30-4:45 p.m. (U)
For Shady Grove Adventist Hospital students. This class will have on campus (TP/SS) labs on Sundays.

Hospital-Based Certified Nursing Assistant (CNA) Clinical TIP

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. Look for email
on where to submit medical records. TWA

Course: NUR071 60 Hours
$770 + $155 fee = $925; NMR add $400

Online: Structured Remote
CRN#: 16467 8 Sessions S U
7/24-8/15 7 a.m.-3:30 p.m.
This CRN is for Suburban Hospital students.
CRN#: 16466 11 Sessions T R U
8/5-8/31 5:30-9:45 p.m. (T R)
8:30 a.m.-5:15 p.m. (U)
This CRN is for Shady Grove Adventist Hospital students.

CPR and First Aid

Heartcode BLS Skills Check Off
This course is designed for the healthcare worker who has completed the Online American Heart Association, Heartcode BLS session—https://shopcpr.heart.org/heartcode.bls Students must demonstrate the hands-on skills session through Montgomery College WDCE to obtain a course completion card. Students are required to print-out “certificate of completion” and bring document to testing site. Students may also show proof of completion via cell phone to the Montgomery College Instructor. Students will not be allowed to demonstrate hands-on competency without the “certificate of completion”. TWA

Course: CPR098 6 Hours
$55 + $15 fee = $70; NMR add $50

Takoma Park/Silver Spring Campus
CRN#: 46596 1 Session S
5/1 9 a.m.-3 p.m.
CRN#: 46595 1 Session S
5/15 9 a.m.-3 p.m.
CRN#: 46594 1 Session W
5/26 9 a.m.-3 p.m.
CRN#: 46593 1 Session S
6/5 9 a.m.-3 p.m.
CRN#: 46592 1 Session S
6/19 9 a.m.-3 p.m.
CRN#: 46591 1 Session W
6/30 9 a.m.-3 p.m.
CRN#: 16421 1 Session S
7/10 9 a.m.-3 p.m.
CRN#: 16420 1 Session S
7/24 9 a.m.-3 p.m.
CRN#: 16419 1 Session S
8/7 9 a.m.-3 p.m.

CRN#: 16418 1 Session F
8/13 9 a.m.-3 p.m.
CRN#: 16417 1 Session W
8/18 9 a.m.-3 p.m.
CRN#: 16416 1 Session S
8/21 9 a.m.-3 p.m.

Heartsaver CPR, AED & First Aid Skills Check-off
This course is designed for the general public who has completed the Heartsaver First Aid CPR AED Online eLearning portion of the Heartsaver First Aid CPR AED blended learning course (https://shopcpr.heart.org/heartsaver-first-aid-cpr-aed-online). 1. Students will be able to demonstrate the cognitive information needed to perform First Aid, CPR and AED training. Upon completion of the online portion. 2. Students will be able to complete hands-on skills session with an AHA BLS or Heartsaver Instructor. Students are required to print-out “certificate of completion” and bring document to testing site. Students may also show proof of completion via cell phone to the Montgomery College Instructor. Students will not be allowed to demonstrate hands-on competency without the “certificate of completion”. TWA

Course: CPR094 4 Hours
$55 + $15 fee = $70; NMR add $50

Takoma Park/Silver Spring Campus
CRN#: 16425 1 Session S
5/22 9 a.m.-1 p.m.
CRN#: 16424 1 Session S
6/12 9 a.m.-1 p.m.
CRN#: 16423 1 Session S
7/17 9 a.m.-1 p.m.
CRN#: 16422 1 Session S
8/14 9 a.m.-1 p.m.

Due to COVID19, all classes, labs, and clinicals will be taught online until it is deemed safe to resume face-to-face classes. Please note, until further notice from the Montgomery County Leaders, classes will be taught online via Zoom and/or Blackboard learning systems. Therefore, you will need a computer, laptop, tablet, or smartphone camera ready with speakers, internet access and a browser that is current.

Nursing Refresher

Mandatory Nurse Refresher Online Orientation:

Questions? AFTER viewing the online orientation, contact healthsciencesnoncredit@montgomerycollege.edu.

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.

Online Nurse Refresher Course

TIP
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 Nusing Clinical (NUR007) Attendance is required for the on-Campus lab which will be taught at Montgomery College and clinical will be taught off-Campus TWA

Course: NUR069 100 Hours
$1,235 + $240 fee = $1,475; NMR add $650

Hybrid (Online & Face to Face)
CRN#: 46632
6/1-7/17 Online 24/7
Mandatory On-campus Labs: 6/9, 6/16, and 6/23 from 5-9:15 p.m.
Nursing Lab
This lab is for registered or licensed practical nurses returning to the workforce or wishing to refresh their clinical skills. Topics include nursing process, communication, nursing care and procedures, current trends in documentation, and pharmacology. There is no payment plan for this lab. Prerequisite: completion of the nurse refresher classroom from Montgomery College or permission from the director. TWA
Course: NUR023  8 Hours
$215 + $60 fee = $275; NMR add $140
Takoma Park/Silver Spring Campus
CRN#: 16465  1 Session  S
7/24  8 a.m.-4:30 p.m.

Nursing Refresher: Clinical  TIP
Practicing nurse experts supervise your 60 hours of clinical experience in medical-surgical nursing, which includes patient assignments, team work, completing documentation and care plans, and giving medication. Basic skills lab practice and emergency medicine review will be provided. You must register for the classroom, clinical, and lab in order to use the payment plan. There is a nonrefundable fee to participate in the payment plan. Prerequisite: Concurrent enrollment in NUR057 and NUR023. TWA
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 (Rubeola) and Rubella: Must provide serologic evidence that you are immune to Mumps, Measles and Rubella (positive titers). If blood titers are negative for any of these 3 diseases, you must receive two (2) doses of Mumps, Measles and Rubella vaccine (MMR) given 4 weeks apart. (Information documenting past MMR vaccinations is appreciated but cannot take the place of the titer test results.) *Varicella: Must provide serologic evidence that you are immune to Varicella (positive titers). If titers are negative, you are required to receive two (2) doses of Varicella vaccine given 4 weeks apart. (Documentation of childhood disease will not be accepted.) *Hepatitis B: Three (3)
doses of Hepatitis B vaccine given 0,1, and 6 months apart, followed by Hepatitis B surface antibody testing 1-2 months after dose #3 is required. If you cannot provide documentation of the 4-step vaccination process described above, you must obtain serologic evidence of immunity (positive Hep 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 titers 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.)
Course: NUR007  60 Hours
$1,110 + $215 fee = $1,325; NMR add $650
Online: Structured Remote
CRN#: 16463  10 Sessions  M W
7/26-8/25  5-11 p.m.
CRN#: 16464  10 Sessions  T R
7/27-8/26  5-11 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 + $90 fee = $380; NMR add $160
Online: Structured Remote
CRN#: 46631  2 Sessions  S
6/5-6/12  7:30 a.m.-4 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; EEMCE core course. TWA

Course: HOS030 12 Hours
$110 + $120 fee = $230; NMR add $140
Online: Structured Remote
CRN#: 46606 4 Sessions M W
5/17-5/26 6-9 p.m.

Introduction to Event Management
Discover major trends, methodologies, and successful practices used by professionals in the field. Learn the event-development process, fundamentals of planning, evaluation, risk management, and more. TWA

Course: HOS034 12 Hours
$110 + $120 fee = $230; NMR add $140
Online: Structured Remote
CRN#: 46607 4 Sessions M W
5/3-5/12 6-9 p.m.

Income Tax
How To Start and Grow Your Tax Preparation Business
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.

Course: TAX009 8 Hours
$160 + $90 fee = $250; NMR add $140
Online: Structured Remote
CRN#: 46781 1 Session S
6/12 9 a.m.-6 p.m.
Live sessions will be held online from 9 a.m.-12:30 p.m. and 1:30-6 p.m.
CRN#: 16606 1 Session S
8/14 9 a.m.-6 p.m.
Live sessions will be held online from 9 a.m.-12:30 p.m. and 1:30-6 p.m.

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

Course: TAX003 54 Hours
$439 + $90 fee = $529; NMR add $250
Online: Structured Remote
CRN#: 46779 18 Sessions T W
6/1-7/28 6:30-9:30 p.m.

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 individual tax preparer competency test. Topics include current tax year form 1040 series, its related schedules and Maryland form 502. You must bring textbook(s) and a USB Flash drive to first class. TWA

Course: TAX002 4 Hours
$130 + $110 fee = $240; NMR add $140
Online: Structured Remote
CRN#: 46778 1 Session F
6/18 2-6 p.m.
CRN#: 16601 1 Session F
7/16 2-6 p.m.
CRN#: 16602 1 Session F
8/13 2-6 p.m.

Structured Remote (SR) vs Distance Learning (DL)
Structured Remote (SR) classes will meet at a designated meeting date and time with the possibility of transitions to in-person classroom teaching.
Distance Learning (DL) classes are at your leisure during the semester and will not transition to in-person classes.

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. You must bring textbook(s) and a USB Flash drive to first class. TWA

Course: TAX006 17 Hours
$190 + $115 fee = $305; NMR add $160
Online: Structured Remote
CRN#: 46780 4 Sessions R F
6/10-6/18 9 a.m.-1:30 p.m.
Class on 6/17 and 6/18 will be from 9 a.m.-1 p.m.
CRN#: 16603 4 Sessions R F
7/8-7/16 9 a.m.-1:30 p.m.
Class on 7/15 and 7/16 will be from 9 a.m.-1 p.m.
CRN#: 16604 4 Sessions R F
8/5-8/13 9 a.m.-1:30 p.m.
Class on 8/12 and 8/13 will be from 9 a.m.-1 p.m.

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 bring textbook(s) and a USB Flash drive to first class. TWA

Course: TAX007 30 Hours
$295 + $150 fee = $445; NMR add $225
Online: Structured Remote
CRN#: 16605 10 Sessions R F
7/1-7/30 6:30-9:30 p.m.
Instituto Hispano de Negocios

Computación para el trabajo de oficina
Este curso ayudará a desarrollar habilidades básicas para el empleo en un entorno de oficina y está diseñado para principiantes. Algunos temas a tratar incluyen: Fundamentos de los programas de Microsoft Office, uso eficiente de correos electrónicos y administración de archivos. TWA
Course: HBI202 24 Hours
$80 + $125 fee = $205; NMR add $140
Online: Structured Remote
CRN#: 46601 6 Sessions  S 6/5-7/10 9 a.m.-1 p.m.
CRN#: 16429 6 Sessions  S 7/24-8/28 9 a.m.-1 p.m.

Contabilidad

Contabilidad Computarizada (QuickBooks)
Esta clase presentará a los estudiantes a QuickBooks. Algunos temas a tratar incluyen: gestión y copia de archivos, creación de carpetas o directorios, presupuestos y facturas. Se requieren conocimientos básicos de contabilidad y computación. TWA
Course: HBI153 18 Hours
$100 + $150 fee = $250; NMR add $140
Rockville Campus
CRN#: 46603 6 Sessions  M W F 5/10-5/21 6-9 p.m.
CRN#: 16430 6 Sessions  M W F 7/12-7/23 6-9 p.m.

Preparación para el examen de Home Improvement
Este curso le ayudará a prepararse para tomar el examen de mejoras para el hogar de Maryland; debe aprobar este examen para obtener una licencia. El estudiante obtendrá conocimiento de la remodelación del hogar y las leyes laborales, regulaciones de seguridad en el lugar de trabajo, pago de salarios, derechos y obligaciones del propietario y contratista, y otros temas. Los estudiantes deben comprar el manual: Guía NASCLA sobre Finanzas, Legislación y Gestión de Proyectos para Contratistas de Maryland, 6ta edición, disponible en www.psonlinestore.com; La clase y el examen se ofrecen en español. TWA
Course: HBI195 30 Hours
$95 + $205 fee = $300; NMR add $160
Online: Structured Remote
CRN#: 16431 8 Sessions  S 7/31-10/2 9 a.m.-1 p.m.

Electricidad

Electricidad I, Teoría
Aprenda los fundamentos teóricos de la electricidad para su uso en instalaciones residenciales. Estos conceptos siguen los códigos eléctricos nacionales y el alumno podrá identificar los diferentes componentes eléctricos. TWA
Course: HBI134 20 Hours
$80 + $130 fee = $210; NMR add $140
Online: Structured Remote
CRN#: 46604 4 Sessions  F S 6/11-6/19 6-9 p.m. (F) 8 a.m.-3:30 p.m. (S)

Contabilidad Computerizada (QuickBooks II)
En esta continución de Quickbooks I, los estudiantes aprenderán algunas funciones contables adicionales como pagos, procesamiento de formularios de impuestos y seguimiento de inventario, entre otros temas. Prerrequisito: Contabilidad computarizada (Quickbooks) I. TWA
Course: HBI211 15 Hours
$99 + $120 fee = $219; NMR add $140
Rockville Campus
CRN#: 46600 5 Sessions  M W F 6/7-6/16 6-9 p.m.
CRN#: 16428 5 Sessions  M W F 8/9-8/18 6-9 p.m.

Electricidad II, Práctica
Los estudiantes desarrollarán la capacidad de analizar los procesos, materiales y herramientas utilizados en instalaciones eléctricas residenciales. Se enseñarán y utilizarán prácticas de seguridad que permitirán al estudiante manejar la electricidad de manera segura. TWA
Course: HBI135 20 Hours
$80 + $130 fee = $210; NMR add $140
Rockville Campus
CRN#: 16432 4 Sessions  F S 6/25-7/10 6-9 p.m. (F) 8 a.m.-3:30 p.m. (S)
No class 7/2, 7/3
**Electricidad III, Práctica**
Los estudiantes aplicarán conceptos teóricos y prácticos a través del desarrollo de instalaciones eléctricas. Aprenderá las diferentes conexiones de instalación para enchufes, luces e interruptores. Los estudiantes deben demostrar la capacidad de realizar instalaciones eléctricas básicas a través de las prácticas desarrolladas en el aula-taller. TWA

**Course:** HBI136  
20 Hours  
$80 + $130 fee = $210; NMR add $140

**Rockville Campus**  
CRN#: 16433  
4 Sessions  
F S  
7/16-7/24  
6-9 p.m. (F)  
8 a.m.-3:30 p.m. (S)

**Electricidad IV, Práctica**
Los estudiantes realizarán instalaciones eléctricas en circuitos eléctricos residenciales a 120-240 voltios, y deben conocer el proceso de conexión del tablero de control; Se alienta a los estudiantes a estudiar el Código Eléctrico Nacional y sus aplicaciones. Este curso está diseñado para mejorar la capacidad técnica mientras se desarrollan las habilidades necesarias para instalar conexiones eléctricas de calidad. Las normas de seguridad se cumplen estrictamente durante esta clase. TWA

**Course:** HBI137  
20 Hours  
$80 + $170 fee = $250; NMR add $140

**Rockville Campus**  
CRN#: 16434  
4 Sessions  
F S  
7/30-8/7  
6-9 p.m. (F)  
8 a.m.-3:30 p.m. (S)

**Preparación para el examen de Master Electrician**  
Este curso está diseñado para personas empleadas en trabajos eléctricos durante al menos 6 años con un Master Electrician y que estén interesadas en prepararse para el examen de licencia. Los temas incluyen: cálculos, códigos y cableado, entre otros. Esta clase se imparte en español; el estudiante DEBE tener un conocimiento integral de inglés, específicamente lectura y escritura. Libro de texto obligatorio: NFPA 70 NEC 2020. TWA

**Course:** HBI216  
40 Hours  
$165 + $205 fee = $370; NMR add $160

**Online: Structured Remote**

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No class 9/3, 9/4

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**Archeology and World Cultures**

**Exploring The National Parks**
**Content:** National Parks of the Washington, D.C. Metro Area
The Washington, D.C. metro area hosts a complete collection of national parks that includes iconic monuments, memorials, and natural habitats. But did you know there are several lesser-known national park sites that are just a day trip away? Join your instructor, a 36-year career National Park Service employee, to discuss the history of the parks of the D.C. metro area and how they came to be part of the national park system. Examine well—and lesser—known parks of the D.C. metro area and learn the best method to plan your next visit. TWA

**Course:** LLI116  
8 Hours  
$59 + $79 fee = $138; NMR add $120

**Online: Structured Remote**

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**The Baltics**
Are you interested in learning more about the Baltic region and its international significance? Explore the geographical, historical, political, and cultural boundaries of Latvia, Lithuania, and Estonia. Discuss how their location made them a strategically desirable corner of Europe. Trace the countries’ evolution from their ninth-century tribal beginnings to their present status as three thriving and separate nation states. Discuss the region’s complex twentieth-century history, which culminated in the eventual re-establishment of national sovereignty after 1991. TWA

**Course:** LLI471  
8 Hours  
$65 + $89 fee = $154; NMR add $120

**Online: Structured Remote**

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**Art**

**Amazing Photos With Your DSLR Camera**
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:** LLI470  
10 Hours  
$65 + $89 fee = $154; NMR add $120

**Online: Structured Remote**

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**Amazing Photos with Your Phones and Tablets**
Start with the basics of learning how to use a mobile phone camera; review the settings for optimal image capture; and explore pro tips and techniques of exposure, composition, and focus to produce the best results. Assess a select group of apps for image capture, processing, and display. Practice ways of transferring images from your mobile device to a computer. This class is designed for users of iOS and Android mobile devices. Some apps demonstrated may need to be purchased. Purchase of these apps are approximately $20. TWA

**Course:** LLI471  
8 Hours  
$59 + $79 fee = $138; NMR add $120

**Online: Structured Remote**

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*See our NEW class The Two Koreas: 1945–Present on page 44.*
Drawing with Pencils, Charcoal, or Pastels
This course will help you develop fundamental drawing skills. Learn basic techniques such as blocking in the composition with pencil, shading with charcoal, and using pastels to create vibrant color. Begin by drawing a still life and move onto landscape and portrait drawings from photographs. Examine these subjects using a variety of media (pencil, color pencils, charcoal, pastel, ink, and watercolor). This class is designed for students of any skill level. Supply list is available on the LLI website. TWA
Course: LLI698 12 Hours
$95 + $92 fee = $187; NMR add $120
Online: Structured Remote
CRN#: 46620 6 Sessions M 5/17-6/28 6:30-8:30 p.m.
No class 5/31
CRN#: 16453 6 Sessions W 7/7-8/11 10:30 a.m.-12:30 p.m.

How to Paint Like an Impressionist
This course will introduce you to the Impressionist movement and explain how it came about. Discuss the historical context, style, and inspiration for the movement. Explore techniques such as pointillism, impasto, use of palette-knife, layering, and Impressionist use of color. Apply these methods with individual instruction to create your own Impressionist painting with watercolor or acrylic. Supply list is available on the LLI website. TWA
Course: LLI652 12 Hours
$95 + $92 fee = $187; NMR add $120
Online: Structured Remote
CRN#: 16452 6 Sessions R 7/1-8/5 1:30-3:30 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. Examine different types of sketches, such as, drawings, or quick paintings. Explore adding short captions, notes, parts of conversations, and observations to create a journal. Utilize sketches to plan an organic garden, create a preliminary drawing for a painting or portrait, or provide an outlet for discovering solutions to a variety of problems. Learn how to improve your observational skills while sketching with pen, pencil, or watercolor. Bring supplies to the first class. Supply list is available on the LLI website. TWA
Course: LLI970 12 Hours
$95 + $92 fee = $187; NMR add $120
Online: Structured Remote
CRN#: 46622 6 Sessions T 6/1-7/6 10:30 a.m.-12:30 p.m.

Watercolor Techniques I
Explore the beauty and magic of watercolor painting through a structured series of exciting classes that focus on basic watercolor techniques. Learn techniques of various washes, ‘wet-on-wet,’ and dry brush on wet and dry paper by watching the instructor demonstrate before performing the technique yourself. Basic drawing will be reviewed as needed. Practice the techniques by painting from a still life or photo. Creation of an individual style is encouraged. Bring supplies to the first class. Supply list is available on the LLI website. TWA
Course: LLI609 12 Hours
$95 + $92 fee = $187; NMR add $120
Online: Structured Remote
CRN#: 46615 6 Sessions W 6/2-7/7 2-4 p.m.

Art History
Antoni Gaudí: Catalan Visionary
Have you seen or visited Spain’s most popular tourist site—the La Sagrada Familia—and wondered about the architect? Learn about the life and whimsical works of famed architect, Antoni Gaudí. Examine his many architectural wonders in and around Barcelona including the iconic church, La Sagrada Familia, private residences, a park, and even furniture. Explore the variety of materials he used to achieve his distinctive style including scrap iron, broken dishes, and reinforced concrete. Discuss how Gaudí looked back to the Gothic, Moorish, Islamic, and Indian styles in order to create his own unique language of architecture. TWA
Course: LLI359 4 Hours
$45 + $69 fee = $114; NMR add $120
Online: Structured Remote
CRN#: 46655 2 Sessions F 6/11-6/18 10:30 a.m.-12:30 p.m.

Art of the Reformation: Propaganda and the Papacy NEW
What were the reasons behind Martin Luther’s 95 Theses that he nailed to the door of Castle Church in Wittenberg, Germany? How were the events recorded in paintings, woodcuts, and engravings? Learn about events leading up to, during, and after the Protestant Reformation. Discuss propagandist art and its depiction of the Protestant movement and the Papacy. Examine art of the time with special emphasis on propaganda. Compare the works of leading artists of the time including Lucas Cranach the Elder, Lucas Cranach the Younger, and Albrecht Dürer. Explore two major exhibitions from 2017 that featured this art - one at the Minneapolis Institute of Art and one at the Morgan Library in New York. TWA
Course: LLI631 4 Hours
$45 + $69 fee = $114; NMR add $120
Online: Structured Remote
CRN#: 16451 2 Sessions W 7/14-7/21 10:30 a.m.-12:30 p.m.

Virtual Face-to-Face in Real-Time!
All LLI Summer 2021 Classes are being taught online with Zoom
It’s Easy to Zoom! Three days before your class, your instructor will send you a link to your class. **You will need to have a working microphone built into your device or headphones with a microphone.** If you do not, you can use the free phone conference feature. You will need to visit: [https://zoom.us/download](https://zoom.us/download) and download the Zoom application onto your computer. It only takes a few minutes. We recommend that you do this in advance to make sure all your computer components are working.

www.montgomerycollege.edu/wdce
Belle Époque: The Age of French Art, Literature, and Music

Are you interested in learning about the La Belle Époque period? Discuss the rise of artistic modernism in France’s Third Republic and Paris’ importance in art, music, and literature. Examine the works of key literary artists including Émile Zola and Guy de Maupassant. Critique the operas of Georges Bizet, Camille Saint-Saëns, and Jules Massenet, and the plays of Victorien Sardou and Edmond Rostand. Analyze the relationship between modernity and the artists of the period. TWA

Course: LLI632 8 Hours
$59 + $79 fee = $138; NMR add $120
Online: Structured Remote
CRN#: 46618 4 Sessions  R
6/3-6/24 6:30-8:30 p.m.

Claude Monet: The Master of Light

Claude Monet drew inspiration for his Impressionist plein-air paintings from nature – the cathedrals and parks of the cities and the haystacks, cliffs, and ponds of the countryside. Follow Monet’s artistic development by examining the evolution of his style and influences. Explore the new concepts of perception, the new importance of landscape, and the new objective of painting light. Study the style, characteristics, and techniques of French Impressionism. Analyze some of the most famous works of Monet. TWA

Course: LLI606 6 Hours
$45 + $72 fee = $117; NMR add $120
Online: Structured Remote
CRN#: 16450 3 Sessions  R
7/8-7/22 1:30-3:30 p.m.

Exploring the History of Venice Through Art and Literature

New content! Venice is a city-mystery that continues to fascinate through centuries. Explore the Venice of history, the Venice of Italians, and the Venice of travelers, artists and writers. Follow in their footsteps and discover the Venice that has beguiled so many. Learn about Venice from the Middle Ages through the flowering of the Italian Renaissance, when Italian painters, sculptors, musicians, and writers remade the world and made Italy, once again, the center of Western Civilization. Explore the history, politics, art, and culture of Venice in this interactive and engaging course. TWA

Course: LLI373 10 Hours
$65 + $89 fee = $154; NMR add $120
Online: Structured Remote
CRN#: 46807 5 Sessions  T
6/1-6/29 10:30 a.m.-12:30 p.m.

Fists of Fabric: Quilts as Tools of Social Justice

Despite their delicate and decorative nature, quilts can be powerful tools in the fight for social justice. Learn about the many ways textile artists have engaged in what has become known as craftivism—using arts and crafts as a tool for activism. Discuss characteristics of quilts created for this purpose including anti-war quilts, the AIDS quilt, feminism quilts, and quilts highlighting racial injustice and police brutality.

Course: LLI604 1.5 Hours
$10 + $15 fee = $25; NMR add $30
Online: Structured Remote
CRN#: 46612 1 Session  F
5/14-5/14 12-1:30 p.m.

Sandro Botticelli: The Rediscovered Renaissance Genius

Sandro Botticelli stands in the center of the artistic explosion of Renaissance Florence during the 15th century. Explore the full span of his oeuvre—from the elegant golden style of his images of mythological creatures in Primavera and The Birth of Venus to the more somber figures of martyrdom in the melancholy Lamentation. Examine the style and characteristics of the Italian Renaissance. Learn about the objective of Neoplatonism. Discuss Botticelli’s style exhibited in his paintings. TWA

Course: LLI607 6 Hours
$45 + $72 fee = $117; NMR add $120
Online: Structured Remote
CRN#: 46614 3 Sessions  R
6/3-6/17 1:30-3:30 p.m.

The Architecture of Washington, D.C.: It’s Not All Neo-Classical

Have you ever looked closely at the buildings in Washington, D.C.? Are there any pre-revolutionary or 19th century architecture left? Explore the different architectural styles of the various buildings—neo-classical, art deco, brutalist—and more. Discuss if there is any pre-revolutionary architecture left. Analyze the 20th century building boom including the need for new government buildings. Identify 21st century "avant garde" style buildings. TWA

Course: LLI077 6 Hours
$45 + $72 fee = $117; NMR add $120
Online: Structured Remote
CRN#: 46654 3 Sessions  T
5/11-5/25 10:30 a.m.-12:30 p.m.

The Art of Ancient Greece and Rome

Explore the art of ancient Greece and Rome. Examine the development of art and sculpture from the geometric style of Greek vase painting up to the Classical and Hellenistic sculpture and architecture. Study Roman art, architecture, and sculpture from the time of the Republic to the fall of the Roman Empire. Discuss the social and historical context of Greece and Rome and analyze the most significant themes of Greco-Roman mythology. TWA

Course: LLI250 6 Hours
$45 + $72 fee = $117; NMR add $120
Online: Structured Remote
CRN#: 46657 3 Sessions  M
6/14-6/28 1:30-3:30 p.m.

Your instructor will contact you 3 days before the start of your LLI class to provide you with class information. Please email all three of us, the day before your class, if you do not hear from the instructor.

tracy.rittenour@montgomerycollege.edu
lynda.schrack@montgomerycollege.edu
natasha.sacks@montgomerycollege.edu

Please register early!

Class cancellations are processed at least a week before the start date due to low enrollments.
The Bauhaus-102 Years Old and Still Relevant

Note the chair you sat in today? The tea pot you brewed your tea in? These prototypes may have come from Bauhaus design. Learn about the architect, Walter Gropius, who designed the actual “Bauhaus” in Dessau, Germany, and was its first director. Analyze the design philosophy of the Bauhaus and Nazi Germany’s philosophy on art. Explore the leading artists and architects of the Bauhaus including Gropius, Mies van der Rohe, and Marcel Breuer and learn what happened to them after the Bauhaus closed in 1933. Examine the successes and failures, and what designs, originating at the Bauhaus, are still in use today. TWA

Course: LLI605 6 Hours
$45 + $72 fee = $117; NMR add $120

Online: Structured Remote
CRN#: 46613 3 Sessions T
6/8-6/22 6:30-8:30 p.m.

Brain Fitness Institute

Embracing Imperfection through Meditation

Discover ways to quiet the judging, ruminating mind. Cultivate qualities that emerge from embracing imperfection: authenticity, self-compassion, resilience, creativity, gratitude, and joy. Whether you are brand new to meditation or have practiced for years, this course will enable you to be more fully present to the experiences of your life. Recommended reading: The Gifts of Imperfection by Brene Brown. TWA

Course: LLI613 6 Hours
$45 + $72 fee = $117; NMR add $120

Online: Structured Remote
CRN#: 46616 4 Sessions W
6/9-6/30 10 a.m.-11:30 a.m.

Meditation for Mindfulness and Stress Reduction

One of the most beneficial effects of meditation is a sense of calm and relaxation. In this course you will learn a few simple mindfulness meditation practices that can result in a more consistent sense of well-being, less reactivity to negative experiences, and an enhanced quality of sleep and brain development. This course does not require experience with meditation or sitting in any particular posture. TWA

Course: LLI249 6 Hours
$45 + $72 fee = $117; NMR add $120

Online: Structured Remote
CRN#: 46876 4 Sessions T
5/4-5/25 1-2:30 p.m.

Memory Academy: Train Your Brain to Retain!

Have you experienced ‘senior moments?’ Struggled to remember where you placed your car keys, or experienced that ‘tip of the tongue’ feeling when trying to recall someone’s name? Discuss what memory is and how it works. Learn new techniques on how to: remember what you did in the past; put names to faces; and remember lists, errands, or other things you need to do. Examine your individual learning style and the technique that works best for your style in order to improve your memory. Practice applying learned memory techniques to real life situations. This program originated with the UCLA Center on Aging and is taught by a Holy Cross Hospital memory specialist. TWA

Course: LLI396 10 Hours
$65 + $89 fee = $154; NMR add $120

Online: Structured Remote
CRN#: 46659 5 Sessions F
6/4-7/9 1:3 p.m.
No class 7/2

Secrets of Longevity: From the Blue Zones and Beyond

What is the secret to a long and healthy life? Travel virtually around the world to the countries of Blue Zone areas and other communities where people live the longest and learn from their practices and wisdom. Examine what research and studies tell us about longevity—who lives the longest and why. Learn practical strategies from super-agers and apply them to your daily life.

Course: LLI480 2 Hours
$20 + $15 fee = $35; NMR add $30

Online: Structured Remote
CRN#: 46661 1 Session W
6/9 6:30-8:30 p.m.

Careers and Employment for 50+

How to Be Organized and Efficient at Work and Home

How do you value your time? Learn about scheduling and task organization tools as well as software applications to help you manage your projects, big or small, avoid scope creep, and remember your schedule. Practice vision shaping activities to help you organize your priorities and apply changes, inclusive of family and professional goals. Outline a project plan, prepare and monitor a weekly schedule, and keep track of details and important data. TWA

Course: LLI032 6 Hours
$35 + $69 fee = $104; NMR add $120

Online: Structured Remote
CRN#: 46802 3 Sessions T
6/15-6/29 7-9 p.m.

For additional career courses, see Professional and Career Development section on page 55.

Career Exploration Boot Camp Course: CRP013
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.

Employment Search Boot Camp Course: CRP014
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 resume writing, LinkedIn, and the latest self-marketing and networking techniques.
Computers and Technology

Knowing Technology: Your Computer and Devices NEW
Home computing devices 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. Learn how to save money and make the best use of these new technologies to enhance your life.

Course: LLI664 2 Hours
$15 + $10 fee = $25; NMR add $30
Online: Structured Remote
CRN#: 46880 1 Session T 6/8 1:3 p.m.

Knowing Technology: Your Cloud Storage Services NEW
Cloud computing storage is used every day for productivity at home and at work. What are the critical issues concerning cloud storage? Also, cloud computing storage takes many forms and it may be confusing to figure out how to make the most of each service. From One Drive to iCloud, to Google drive, the course covers the critical cloud storage issues. 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.

Course: LLI669 2 Hours
$15 + $20 fee = $35; NMR add $30
Online: Structured Remote
CRN#: 46881 1 Session T 6/15 1:3 p.m.

Knowing Technology: Your Digital Security NEW
Everyone has created a digital footprint. Whether it’s your password, username, SSN, IP address, or 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. This course is designed to provide you with the tools to understand and use the latest digital security measures to secure your digital assets.

Course: LLI670 2 Hours
$15 + $20 fee = $35; NMR add $30
Online: Structured Remote
CRN#: 46992 1 Session T 6/22 1:3 p.m.

Knowing Technology: AI in Your Smart Home NEW
Learn the history of artificial intelligence (AI) and how machine learning is currently being used to implement AI technologies. Examine the current state of technologies used in AI like Voice Recognition, Remote Sensing, Computer Vision and Hearing, and more. Explore Smart Home technologies powered by Artificial Intelligence (AI). Discuss how artificial intelligence is changing banking, shopping, entertainment, medical assistance, home security, energy conservation, and home appliances.

Course: LLI671 4 Hours
$20 + $49 fee = $69; NMR add $50
Online: Structured Remote
CRN#: 46882 2 Sessions T 6/29-7/6 1:3 p.m.

History and Current Events

Black Facts Lost in History NEW
Explore little known “Black facts.” Examine how history has been written, leaving out an entire race of people, as though they never existed or contributed to human development. Discuss whether these facts were misinterpreted or simply denied, lost, stolen, strayed, or misrepresented on purpose. Analyze these facts to discover how they shaped or sustained the information from the story of human development taught in western culture and if the new information even makes a difference. Learn how to continue researching to rewrite history for yourself, as well as the story of human development. TWA

Course: LLI633 8 Hours
$59 + $79 fee = $138; NMR add $120
Online: Structured Remote
CRN#: 46619 4 Sessions M 6/7-6/28 1:30-3:30 p.m.

Espionage, Cryptology, and Plots
Demystify the various methods used during World War II to disrupt, mislead, and hide from the enemy the true intentions of the combatants. Discuss the various espionage operations and the operations of individual spies, such as Cicero and Garbo. Explore the history of various codes, devices used, and how the codes were eventually broken—the most famous being the Enigma code used by the Germans. View in-class demonstrations of encryption techniques as well as images taken at Bletchley Park by the instructor. Examine plots, such as Operation Long Jump, the plot to assassinate the Big Three-Stalin, Churchill, and Roosevelt, as well as the attempted assassination of Hitler by his own officers. Discuss special operations, such as the rescue of Mussolini by Otto Skorzeny and counter-intelligence techniques, such as the broad strategic deceptions of Operation Bodyguard. TWA

Course: LLI655 12 Hours
$69 + $92 fee = $161; NMR add $120
Online: Structured Remote
CRN#: 46621 6 Sessions T 5/25-6/29 1:30-3:30 p.m.

History of Enslavement in the District of Columbia: Virtual Tour NEW
Examine the history of enslavement in the original Federal City (the District of Columbia). Analyze how the District of Columbia would become the center of the domestic traffic in enslaved blacks, under support of law and Constitution. Take a virtual tour of the buildings and locations, in which enslaved persons, adults and children, were penned, ahead of auction and sale. Explore the constructions—White House, Capitol, Washington Monument, the Underground Railroad, among others—that were built with enslaved Africans and indigenous peoples of the Potomac. Discuss current events related to racial inequality. TWA

Course: LLI660 8 Hours
$59 + $79 fee = $138; NMR add $120
Online: Structured Remote
CRN#: 16622 4 Sessions W 7/7-7/28 1:30-3:30 p.m.
Iran in the Middle East NEW
How the Islamic State Widens Its Reach Through Alliances
Explore the Islamic Republic of Iran’s complicated political system and its ability to widen its power projection in the region and beyond relying on the support of groups that are part of a Tehran-led alliance across the region. Examine the context for the rise of the Islamic Republic of Iran. Identify key Iranian regional allies and analyze the geopolitical and historical basis for these alliances. Discuss some of the key regional challenges and goals for Iran. TWA
Course: LLI635 8 Hours
$59 + $79 fee = $138; NMR add $120
Online: Structured Remote
CRN#: 16617 4 Sessions W
7/14-8/4 2-4 p.m.

Jewish Resistance During the Holocaust
Questions of Jewish resistance against the Nazis during the Holocaust has been a topic of great interest and controversy since World War II. Examine the extent of Jewish resistance, its limitations, and its achievements. Explore Jewish resistance in the ghettos, camps, and forests. Discuss the daily life of Jews under the Nazi occupation. Learn about the formation of an all Jewish fighting unit in the British army. TWA
Course: LLI368 8 Hours
$59 + $79 fee = $138; NMR add $120
Online: Structured Remote
CRN#: 46658 4 Sessions R
6/3-6/24 7-9 p.m.

Jews in China
Jewish Diaspora in China is a unique experience for world Jewry, as China is the only country in the Far East that has had Jews living in its society for over 1,000 years. Examine the communities dating back to the 7th and 10th centuries, as well as the 19th century, which became an essential part of the economic and social life of modern Chinese cities. Explore what brought a large number of Jews to China, where these individuals came from, and how they arrived. Discuss the longevity of these communities and how their communities connect with modern times. TWA
Course: LLI324 8 Hours
$59 + $79 fee = $138; NMR add $120
Online: Structured Remote
CRN#: 46805 4 Sessions M
5/10-6/7 6:30-8:30 p.m.
No class 5/31

Off-the-Beatens Path in Montgomery County NEW
Do you know the "Top 10" lesser-known spots in Montgomery County? Explore the historical importance or amazing natural beauty of these spots through an illustrated presentation. Learn about some famous residents’ homes and houses designed by famous architects. Discuss the spots that have connections to events of national significance, oases of natural beauty, and museums every bit as good as those on the Mall. Examine still-standing relics of Montgomery County’s past, and more. This class is taught by Ralph Buglass in partnership with Montgomery History.
Course: LLI630 2 Hours
$15 + $15 fee = $30; NMR add $30
Online: Structured Remote
CRN#: 46857 1 Session M
5/24 10:30 a.m.-12:30 p.m.

Salem: Superstition, Witchcraft & the History of a Communal Panic
How and why did the accusations of the Salem Witchcraft Trials (1691-93) begin? How and why did they stop? Learn about the Puritans worldview and the socio-political milieu that shaped their reactions to the events leading up to the trials. Explore how this episode illuminates the dynamics of communal panics. Use texts from American history, literature, and popular culture to explore the many ways in which witchcraft was depicted and understood in Britain and the United States in the 17th century. Analyze personal stories found in court records and use them to gain a more human understanding of this tragedy. TWA
Course: LLI363 8 Hours
$59 + $79 fee = $138; NMR add $120
Online: Structured Remote
CRN#: 16613 4 Sessions T
7/13-8/3 1:30-3:30 p.m.

The Better Angels: Women of the Civil War NEW
Five women who changed – and were changed by—the American Civil War. Learn about five remarkable women who made important contributions to the Union cause at various stages before, during, and after the critical years of the American Civil War. Explore how the singular actions of Clara Barton, Julia Ward Howe, Sarah Josepha Hale, Harriet Beecher Stowe, and Harriet Tubman led to their prominence during the war, and launched them into successful public roles following the conflict. Instructor Robert Plumb, author of The Better Angels: Five Women Who Changed Civil War America will cover highlights of the women’s contributions, their legacies, and their defining qualities such as courage, self-assurance, and persistence. This class is offered in partnership with Montgomery History.
Course: LLI634 2 Hours
$15 + $15 fee = $30; NMR add $30
Online: Structured Remote
CRN#: 46859 1 Session W
5/19 10:30 a.m.-12:30 p.m.

Registration Process During COVID-19
Due to COVID-19, face-to-face registrations are not available until the restrictions are lifted. Each person must register in order to attend any class—including online classes. Please see page 80 for registration information.

Please register at least 3 days before the start of class to ensure your information is provided to your instructor. If you are registering less than 3 days prior to the class, please contact customer service at 240-567-5188.
The History of Political Cartooning

NEW

Political cartoons have been a part of American life for several hundred years. Trace this history and examine the nature of political cartoons up to the present day. Explore famous cartoonists including the iconic Herblock, the long-time cartoonist for the Washington Post. Examine the impact of political cartoons on society. Discuss clashes between cartoonists and newspaper publishers. TWA

Course: LLI614 8 Hours
$59 + $72 fee = $131; NMR add $120
Online: Structured Remote
CRN#: 46617 4 Sessions  T
7/13-8/3  10:30 a.m.-12:30 p.m.

The Rise of the Business Titans

NEW

Explore the innovators and risk-takers that have shaped U.S. economy and society. Learn about the "Robber Barons," businessmen in the Gilded Age. Examine the men who built the bull market during the Roaring Twenties. Discuss the innovators who helped save the world from fascism on the ashes of the Great Depression; and "Big Business" at the apex of American dominance. Evaluate the sources of these innovators’ success, the circumstances that made their success possible, and the profound impact of the business elite on our lives. This course is taught by a former U.S. Department of the Treasury historian. TWA

Course: LLI636 6 Hours
$45 + $72 fee = $117; NMR add $120
Online: Structured Remote
CRN#: 46811 3 Sessions  W
5/12-5/26  6:30-8:30 p.m.

The Two Koreas: 1945-Present

NEW

Are you curious about the differences and similarities between the two Koreas? Trace the domestic and international processes which resulted in a fratricidal war that divided the Korean peninsula at the 38th parallel. Examine the emergence of the Republic of Korea (South Korea) and the Democratic People’s Republic of Korea (North Korea) as competing regimes within the global context of the Cold War. Discuss the ideological, socio-economic, and cultural differences separating these two regimes. Explore the unexpected similarities experienced by the inhabitants of these mutually antagonistic nations states as well as the challenges of any plan for re-unification. TWA

Course: LLI616 10 Hours
$65 + $89 fee = $154; NMR add $120
Online: Structured Remote
CRN#: 16638 5 Sessions  R
7/1-8/5  10:30 a.m.-12:30 p.m.
No class 7/8

Warriors, Monks, and Bankers: The Real Story of the Knights Templar

NEW

Have you wondered who and what were the Knights Templar? Examine the true story of these Christian holy warriors whose heroism and alleged depravity have been shrouded in myth. Explore the historical context of medieval European crusading within which the Templars arose. Discuss the relationship between knights, religion, and the Pope. Examine the changing nature of the roles of knights as warriors by the end of the Middle Ages. Analyze the political and religious forces that brought down the Templars. TWA

Course: LLI561 10 Hours
$65 + $89 fee = $154; NMR add $120
Online: Structured Remote
CRN#: 46808 5 Sessions  M
6/7-7/12  1:30-3:30 p.m.
No class 7/5

Horticulture

Annuals and Perennials for Your Garden

Learn how to select plants, where to purchase annuals and perennials, and plan a blooming garden for this growing zone. Explore vines and climbers—where to use them and how to maintain them. Discuss deer resistant plants, repeat blooming options, and support/structure in an annual and perennial garden. Identify which garden items to avoid, what species make viable substitutions, and compatible plants. Determine how often to divide and how to maintain annual and perennial plants. Examine shade and sun loving plants as well as tropical species that can add special interest to a garden. Discuss which annuals are viable to winter over and how to integrate annuals and perennials into a full season of blooming color and design. TWA

Course: LLI579 8 Hours
$59 + $79 fee = $138; NMR add $120
Online: Structured Remote
CRN#: 46611 4 Sessions  M
5/24-6/21  6:30-8:30 p.m.
No class 5/31

Decorative Trees and Shrubs

Do you know which trees and shrubs are successful in Mid-Atlantic garden spaces? Learn how to select woody ornamentals and plan a Mid-Atlantic region garden. Discuss deer resistant shrubs and the challenges of bamboo and other invasive plants in the landscape. Analyze which trees and shrubs to avoid. Explore general maintenance techniques. TWA

Course: LLI078 4 Hours
$35 + $49 fee = $84; NMR add $50
Online: Structured Remote
CRN#: 46803 2 Sessions  T
6/15-6/22  6:30-8:30 p.m.

Update Your Email and Contact Information

Please contact customer service (240-567-5188) to update your email address or other contact information so you can receive the classroom instructions. Your instructor will contact you 3 days before the start of your LLI class to provide you with class information. Please email all three of us, the day before your class, if you do not hear from the instructor.

tracy.ritenour@montgomerycollege.edu  lynda.schrack@montgomerycollege.edu  natasha.sacks@montgomerycollege.edu
Easy Care Houseplants \textit{NEW}

Bring beauty and nature into your home. Learn how to choose the right houseplant for your home and space. Discuss pot size, watering schedules, and types of light. Determine when to divide, how to take cuttings, and how to reproduce plants in your home. Analyze nutrition levels and when to fertilize. Identify common pests and learn how to control them. TWA

Course: LLI618 \hspace{0.5cm} 4 Hours
$35 + $49 fee = $84; NMR add $50

Online: Structured Remote
CRN#: 16615 \hspace{0.5cm} 2 Sessions \hspace{0.5cm} R
7/22-7/29 \hspace{0.5cm} 6:30-8:30 p.m.

Floral Arrangements for Home and Office

Learn how to purchase, process, and care for fresh flowers purchased from the supermarket, farmers market, and florist. Discuss the basic tools and containers available to create beautiful floral arrangements. Demonstration of four to six floral designs using supermarket purchases with simple tools and techniques.

Course: LLI028 \hspace{0.5cm} 4 Hours
$35 + $49 fee = $84; NMR add $50

Online: Structured Remote
CRN#: 16610 \hspace{0.5cm} 2 Sessions \hspace{0.5cm} R
8/12-8/19 \hspace{0.5cm} 6:30-8:30 p.m.

Garden Design

Do you ever wish you could have a beautiful home garden? Garden enthusiasts and homeowners will examine the basics of garden design. Discuss current garden trends, and how to integrate the architecture of your home/buildings into the landscape for a cohesive overall design. Learn about using plants and materials that are suitable for the Mid-Atlantic region to create a garden design suitable for your own home. TWA

Course: LLI370 \hspace{0.5cm} 8 Hours
$59 + $79 fee = $138; NMR add $120

Online: Structured Remote
CRN#: 16614 \hspace{0.5cm} 4 Sessions \hspace{0.5cm} T
7/27-8/17 \hspace{0.5cm} 6:30-8:30 p.m.

Introduction to Organic Vegetable Gardening

This course provides gardeners a way to produce vegetables for their household while using sustainable gardening practices. This class will cover what to plant, when to plant, and how to plant vegetable crops that are well suited to Maryland. In addition, how to organically control pest and diseases will be discussed. Furthermore, guidance will be provided on designing vegetable gardens.

Course: LLI825 \hspace{0.5cm} 5 Hours
$40 + $69 fee = $109; NMR add $120

Online: Structured Remote
CRN#: 46815 \hspace{0.5cm} 2 Sessions \hspace{0.5cm} W
5/12-5/19 \hspace{0.5cm} 6:30-9 p.m.

Orchids: How to Grow and Bloom

Discover how to be successful with orchid selection in the home environment. Learn how to purchase, care, transplant, and water your orchids. Discuss how to rebloom your orchid, when to fertilize, and when to root prune.

Course: LLI022 \hspace{0.5cm} 3 Hours
$15 + $15 fee = $30; NMR add $30

Online: Structured Remote
CRN#: 16609 \hspace{0.5cm} 1 Session \hspace{0.5cm} T
7/20 \hspace{0.5cm} 6:30-9:30 p.m.

Human and Natural Science

Biological Diversity in Maryland: from Oaks to Orioles \textit{NEW}

Did you know that Maryland is referred to as America in Miniature? Learn about Maryland’s over 90 species of mammals, 400 species of birds, several thousand species of plants, and its many insects, too numerous to count! Explore the organization of plant, fungal, and animal diversity, with an emphasis on organisms found in Maryland. Discuss what angiosperms are and how they are the most recently evolved plant group and the most diverse group of land plants, characterized by the production of flowers and fruit. TWA

Course: LLI648 \hspace{0.5cm} 6 Hours
$45 + $72 fee = $117; NMR add $120

Online: Structured Remote
CRN#: 16620 \hspace{0.5cm} 4 Sessions \hspace{0.5cm} F
7/9-7/30 \hspace{0.5cm} 10:30 a.m.-12 p.m.

Forensic Psychology: Learn to Decipher Complex Behavior \textit{NEW}

When you hear the term forensics, do you think of CSI or Criminal Minds? Forensic psychology is more than just fingerprints and a quick resolution to a case. Discuss an overview of the science of psychology. Analyze complex and challenging cases to improve your logical reasoning and critical thinking skills. This course will use film and readings in the criminal justice and abnormal psychology field to encourage discussion and to debate the intersection of psychology and criminal justice. TWA

Course: LLI642 \hspace{0.5cm} 8 Hours
$59 + $79 fee = $138; NMR add $120

Online: Structured Remote
CRN#: 46813 \hspace{0.5cm} 4 Sessions \hspace{0.5cm} F
6/4-6/25 \hspace{0.5cm} 10:30 a.m.-12:30 p.m.

Maryland’s Breeding Birds: An Introduction \textit{NEW}

Would you like to know the names of the beautiful birds you see outside your window? Learn the names of and how to identify a selection of the birds that breed in Maryland, including what they eat and where they reside. Identify the biological families to which the breeding birds of Maryland belong. Access the value of birds to the environment. Discuss the habitat types and physiographic regions of Maryland.

Course: LLI651 \hspace{0.5cm} 3 Hours
$15 + $15 fee = $30; NMR add $30

Online: Structured Remote
CRN#: 46853 \hspace{0.5cm} 2 Sessions \hspace{0.5cm} T
5/18-5/25 \hspace{0.5cm} 6:30-8 p.m.

Matriarchy and Survival of the African American Culture \textit{NEW}

Discuss how the practice of matriarchy, heavily practiced in Black culture, has been instrumental in the survival of the African American in America. Examine, from Dr. Quander’s dissertation research, personal stories of how matriarchs have practiced this ancient social/psychological/spiritual construct, most often unconsciously. Explore how these Black women survived, in spite of all hardships, heartbreak, pain and other elements of destruction usually intertwined within the fabric of Black life, that challenges them and theirs. View how the practice of “Lifting as We Climb” will become evident through their stories, chosen to represent the strength and
Appreciating Poetry
Do you love poetry? Would you like to better understand poetry? Read and explore sonnets by Shakespeare, Thomas Wentworth Higginson, and poems by Robert Frost, Gwendolyn Brooks, Emily Dickinson, among others. Discuss the differences between minor and major poets and poems. Analyze the political, socio-cultural, and historical contexts of poems, as well as the poet’s career, poetic fashions, poetic trends, and the reader’s response. All readings will be provided. TWA

Course: LLI086  6 Hours
$45 + $72 fee = $117; NMR add $120
Online: Structured Remote
CRN#: 16640  3 Sessions  W
7/14-7/28  2-4 p.m.

International Short Stories
Read and discuss a selection of short stories from One World Two: A Second Global Anthology of Short Stories, edited by Ovo Adagha and Chris Brazier (available through online retailers like Amazon, as well as Barnes and Noble), as well as supplemental provided material. Examine the short story as an art form with some classic, as well as newer, stories by authors from around the world, including Viet Thanh Nguyen, Edwidge Danticat, Daniel Alarcon, Aminatta Forna, and others. TWA

Course: LLI086  6 Hours
$45 + $72 fee = $117; NMR add $120
Online: Structured Remote
CRN#: 16640  3 Sessions  W
7/14-7/28  2-4 p.m.

Trouble Is My Business: American Hardboiled Detective Fiction and Film Noir
Do you know what hardboiled detective fiction is? Read and discuss such notable writers as Dashiell Hammett, Raymond Chandler, James M. Cain, Walter Mosley, James Ellroy, and others. Identify key elements of hardboiled detective fiction such as sparse language, snappy dialogue, antiheroes, femme fatales, societal corruption, and sex and violence. Examine the influence of European existentialism and German Expressionism on the early Hollywood B movies that would later be recognized as film noir classics. Analyze the sociological and historical issues that influenced both genres such as class, gender, race, The Great Depression, the rise of European fascism, World War II, and the threat of nuclear Armageddon. TWA

Course: LLI656  8 Hours
$59 + $79 fee = $138; NMR add $120
Online: Structured Remote
CRN#: 46860  4 Sessions  M
6/7-6/28  2-4 p.m.

Literature and Writing

“Nobody Does It Better:” The American Film Institute, 100 Top Films
The American Film Institute’s list of the 100 Greatest American Films of All Time serves as a survey of seminal moments in America’s history. Explore common themes among AFI’s top 100 films and their importance to America’s history. Analyze sections of the texts upon which certain films are based. Compare “reel-life” vs. real life in the film industry. Discuss when films began to talk and who controlled what they could say. Examine some of the biggest cinematic treasures of the United States, such as: Citizen Kane’s Rosebud, Singin’ in the Rain’s iconic dance, All About Eve’s “bumpy night”, and Ben Hur’s chariot race. TWA

Course: LLI141  2 Hours
$15 + $15 fee = $30; NMR add $30
Online: Structured Remote
CRN#: 46858  1 Session  M
5/17  10:30 a.m.-12:30 p.m.

Irish Short Stories
Take a deep dive into the soulful, lyrical, and sometimes funny genre of Irish short stories. Read, analyze, and discuss the work of 20th century and contemporary Irish writers, such as William Trevor, Seán Ó Faoláin, Mary Lavin, Edna O’Brien, and Colm Tóibín. Learn how politics and culture in Ireland have helped shape Irish fiction. Required text is The Granta Book of the Irish Short Story, edited by Anne Enright. TWA

Course: LLI640  8 Hours
$59 + $79 fee = $138; NMR add $120
Online: Structured Remote
CRN#: 46812  4 Sessions  R
6/10-7/1  10:30 a.m.-12:30 p.m.
No class 6/17
Music

How to Read Music
Memory Enhancement
Have you always wanted to learn how to read music or would like to brush up on basic skills? Explore the mechanics of reading music in this, lecture only, course including: key and time signatures, pitch, tempo, rhythm, and musical notation. Increase memory skills through key and note recognition and reinforce brain training techniques. TWA

Course: LLI089 6 Hours
$45 + $72 fee = $117; NMR add $120

Online: Structured Remote
CRN#: 46804 4 Sessions W
6/2-6/23 10:30 a.m.-12 p.m.

Personal Enrichment

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 such as 2/1 game force and force 1nt, sound competitive judgment, in-depth hand evaluation, and cardplay strategies for declarers and defenders. Prerequisite: Bridge for Beginners or equivalent experience.

Course: LLI958 12 Hours
$37 + $82 fee = $119; NMR add $120

Online: Structured Remote
CRN#: 46816 6 Sessions T
6/1-7/6 6:30-8:30 p.m.

Finding Our Roots: African American Genealogy [NEW]

Have you been wanting to discover your African American family history and don’t know where to begin? Start researching your African American family history and hit a brick wall? Learn how to begin your African American family history research. Identify resources and discover how to move beyond the brick walls that Mid-Atlantic Slavery presents. Explore how to create a research plan, document, verify, and organize information. Discuss how to glean information from your family members. TWA

Course: LLI619 8 Hours
$59 + $79 fee = $138; NMR add $120

Online: Structured Remote
CRN#: 16616 4 Sessions T
7/13-8/3 6:30-8:30 p.m.

International Cuisine—Cooking With a Chef [NEW]

Do you miss enjoying the delectable cuisine offered while travelling? Now you can feel like you are on vacation from the safety and comfort of your own home. Learn how to prepare a variety of appetizers, entrees, and desserts from different countries and continents. Explore ingredients and flavor profiles from different cultures. Discuss international cooking techniques. This class is taught by a professional chef. TWA

Course: LLI629 6 Hours
$59 + $89 fee = $148; NMR add $120

Online: Structured Remote
CRN#: 46810 4 Sessions W
5/12-6/2 7-8:30 p.m.

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

Online: Structured Remote
CRN#: 46806 2 Sessions R
6/17-6/24 6:30-8:30 p.m.

Wellness

Building Bones 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. TWA

Course: LLI641 5 Hours
$30 + $65 fee = $95; NMR add $50

Online: Structured Remote
CRN#: 46854 5 Sessions W
6/2-6/30 10 a.m.-11 a.m.

CRN#: 16633 5 Sessions R
7/1-7/29 10 a.m.-11 a.m.

Interested in receiving the Lifelong Learning Institute e-newsletter with class updates and free events?

E-mail: tracy.rittenour@montgomerycollege.edu

or visit our website to sign-up to be placed on our mailing list.
**Dancing for Cardio and Balance**

NEW

Do you want to get your whole body moving while having fun? Experience the joy of movement and feel your spirits lift as you dance to joyful and uplifting music selections from around the world. Increase your heart rate while learning simple and fun choreography that incorporates movements from the dance arts, martial arts, and healing arts. This low-impact class is appropriate for adults of all ages, levels, and abilities. TWA

Course: LLI650        5 Hours
$45 + $72 fee = $117; NMR add $120

Online: Structured Remote
CRN#: 46861  6 Sessions  M
5/17-6/28    10 a.m.-10:50 a.m.
No class 5/31

**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

Online: Structured Remote
CRN#: 46814  5 Sessions  F
5/21-6/25    11 a.m.-12:15 p.m.
Last class on 6/25 meets 11 a.m.-12 p.m.
No class 5/28
CRN#: 16623  5 Sessions  F
7/16-8/13    11 a.m.-12:15 p.m.
Last class on 8/13 meets 11 a.m.-12 p.m.

**LaBlast® Ballroom Dance Fitness**

NEW

Do you want to work out and have fun at the same time? Dance your way to a healthier mind and body with LaBlast® Dance Fitness. Practice skills of ballroom dance with the calorie blasting properties of interval fitness. Experience carefully curated music playlists from all eras and genres to help you stay engaged and entertained while learning the Tango, Rumba, Jive, and more! The multi-level learning approach makes LaBlast® Fitness perfect for everyone, from the absolute beginner to the advanced dancer. No partner is required and adults of all ages can participate. TWA

Course: LLI659        4.2 Hours
$45 + $69 fee = $114; NMR add $120

Online: Structured Remote
CRN#: 16621  5 Sessions  M
7/12-8/9     10 a.m.-10:50 a.m.

**Tai Chi for Physical and Mental Well-being—Summer Fitness**

It is common knowledge that exercise is beneficial to both physical and mental health. While there are many forms of gentle exercise practiced today, tai chi, an ancient Chinese tradition, is widely popular and beneficial. In this course, you will learn a variety of graceful, slow movements performed in a focused manner and accompanied by deep breathing. These low impact movements put minimal stress on muscles and joints. Some of tai chi benefits are: decreased stress, anxiety and depression; increased energy, stamina, flexibility, and balance; lower blood pressure; and enhanced quality of sleep.

Course: LLI277        6 Hours
$40 + $69 fee = $109; NMR add $120

Online: Structured Remote
CRN#: 46877  6 Sessions  W
5/5-6/9      10 a.m.-11 a.m.

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**Coaching Certification Program**

Required Courses (Must be taken in this order):

1. Coaching Clinic—Introduction
2. Coaching Essentials, Competencies, and Practices
3. Coaching Practicum
4. Coaching Mastery

Montgomery College is accredited by the International Coach Federation to offer Coaching Certification Program. All courses are ACSTH compliant for course specific training hours.


Coaching Practicum
After taking the Coaching Essentials, Competencies, and Practices courses, you must coach practice clients under the guidance of a faculty member through a practicum class. Prerequisite: Coaching Clinic-Introduction and Coaching Essentials, Competencies, and Practices. TWA

Course: MGT581 15 Hours
$300 + $365 fee = $665; NMR add $300

Online: Structured Remote
CRN#: 46625 5 Sessions T
5/25-6/29 6:30-9:30 p.m.

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

Online: Structured Remote
CRN#: 16461 2 Sessions S
8/7-8/14 9 a.m.-12 p.m.

Conflict Management / Mediation

40-Hour Basic Mediation Course
This 40-hour interactive and experiential training offers you a how-to guide for conducting mediations of various types of conflicts. An introduction to conflict theory assists you in exploring your own conflict style and how that may help or hinder the process. You will learn and practice the 7-Step Mediation Model and will learn how to handle anger, listen strategically, balance power, and write agreements. This course fulfills the requirements for Rule 17 of the Maryland Rules of Procedure for Alternative Dispute Resolution. This course is approved for 40 hours from the Maryland Board of Social Work Examiners, students must attend 100% of the class hours to receive their certificate. TWA

Course: MGT315 40 Hours

$425 + $500 fee = $925; NMR add $400

Overview of Mediation
Are you interested in learning how mediation may be used to resolve conflicts you, your family or friends may be having with spouses, ex-spouses, neighbors, contractors, businesses, homeowners’ associations, etc? Or are you thinking of becoming a mediator, but want to find out more before committing to a 40-Hour Basic Mediation course? If so, this 2-hour online course may be right for you. Topics covered include a definition of mediation, where mediation is used, how it works, an overview of the 7 Step Facilitative Mediation Process, positions vs. interest and importance of reflective listening. Short lectures, discussions and exercises will be used throughout the course to make sure the session is both educational and entertaining. Note: This course is delivered via Zoom. To fully participate, students must have access to a computer (desktop, laptop, or iPad) with a camera and microphone.

Course: MGT624 2 Hours
$50 + $40 fee = $90; NMR add $50

Online: Structured Remote
CRN#: 46627 1 Session W
6/9 7-9 p.m.

Unconscious Bias and Mediation
The new Maryland Standards of Conduct for Mediators state that Maryland mediators “shall make an effort to be aware of the mediator’s biases and should learn about unconscious and implicit biases.” This 6-hour course, given over two days via Zoom, will do just that. Starting with an introduction to the concepts of unconscious and implicit bias, the course uses mediation case studies to explore the biases that mediators bring to the table and what can be done about them. The course will be instructed by Darlene Floyd, nationally recognized trainer and lecturer on unconscious bias, and Tim Stranges, instructor of mediation and conflict resolution at Montgomery College. This course satisfies the MPME requirement for two hours of annual ethics training and the Circuit Court’s requirement for four hours of annual mediation training.

Course: MGT352 18 Hours
$260 + $325 fee = $585; NMR add $250

Online: Structured Remote
CRN#: 16459 6 Sessions R
7/8-8/12 6:30-9:30 p.m.

Human Resources

SHRM Essentials® of Human Resources
Human resource issues impact every company in some way. That is why it is 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: MGT662 6 Hours
$50 + $100 fee = $150; NMR add $120

Online: Structured Remote
CRN#: 46628 2 Sessions S
6/5-6/12 9 a.m.-12 p.m.
Management and Leadership—Performing Arts

Disney’s Approach to Leadership Excellence

Mediocre leaders produce mediocre results—so do not be one of them. It is time to DThink your Leadership style. Spend one day with Disney Institute, so your organization can benefit from Disney’s experience in leadership excellence—experience that has resulted in world-class employees and customer satisfaction and bottom-line results. Disney Institute can help you learn to think differently. TWA

Course: MGT263 8 Hours
$150 + $349 fee = $499; NMR add $10

Germantown Campus
CRN#: 46624 1 Session F
5/28 8 a.m.-5 p.m.

Six Sigma Greenbelt Professional

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 become Six Sigma professionals. Some algebra knowledge is required. TWA

Course: MGT596 48 Hours
$450 + $425 fee = $875; NMR add $40

Online: Structured Remote
CRN#: 46626 14 Sessions M W S
5/24-6/28 6-9 p.m. (M W)
No class 5/31 9 a.m.-1:30 p.m. (S)

Nonprofit Training Institute

Program Performance Measurement & Evaluation for Nonprofits

In the nonprofit sector, the professionals measuring the performance of the programs and evaluating the results are in high demand in multiple sectors such as health, education, law and governance, and human rights. Learn how to design and implement program evaluations in nonprofits. The modules that will be covered in this course are planning a program evaluation, data (collection strategy, quality measurement, matching stakeholder needs, analysis and interpretation, and reporting results), and data-driven decision making. This course is ideal for executive directors, project managers, board members, grant writers, and program officers. No textbook is required. TWA

Course: NPT012 36 Hours
$200 + $195 fee = $395; NMR add $160

Online: Structured Remote
CRN#: 16473 12 Sessions R
6/3-8/19 6-9 p.m.

Nonprofit Leadership Boot Camp

Application cycle is open for the Fall 2021 Boot Camp.

Join us as we delve deeper to understand nonprofits in a fun and creative setting.

Our current experiences with a global pandemic and broad-scale social movements have amplified the need to deeply understand what it takes to create change and design organizational structures that have efficacy and can effectively adapt to rapidly, and at times dramatically, changing environments.

Priority consideration date is Wednesday, August 18, 2021.

Performing Arts

Welcome to our community of artists! Join us for affordable visual & performing arts classes taught online. Professional artists teach all classes. See our Art + Design listings starting on page 8.

We do not anticipate Montgomery College to fully reopen this summer, so we are running all of our classes remotely. Please read section notes to understand how each class is structured.

Keep up with current information and new offerings by joining our email list at montgomerycollege.edu/community-arts/join, or visiting our website at montgomerycollege.edu/communityarts. You can also direct inquiries to communityarts@montgomerycollege.edu.

Dance

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.

Topic: Dances of the African Diaspora

Trace dance and rhythms from Africa to the Americans. Learn to dance Salsa, Samba, and Rumba. Explore Cuban and Brazilian folklore, its roots in Africa, and its relation to dances of those cultures. TWA

Course: PFA089 7.5 Hours
$55 + $40 fee = $95; NMR add $50

Online: Structured Remote
CRN#: 16480 10 Sessions S
6/8-8/14 10 a.m.-10:45 a.m.
No class 7/10

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: The Cha Cha

The Cha Cha is one of the most popular Latin dances on the social dance scene. This dance gathers its personality, character,
rhythm, and charm from the Mambo and Swing. Depending on its tempo, the Cha Cha can be slow and staccato or fast and lively. Its unique on-the-beat characteristic allows you to be expressive, which makes the Cha Cha fun for people of all ages. Experience why dancers find it easy to let it all out on the dance floor with this dance style. TWA

Course: PFA085 7.5 Hours
$55 + $40 fee = $95; NMR add $50
Online: Structured Remote
CRN#: 16487 6 Sessions R
7/8-8/12 7-7:45 p.m.
Class meetings are supplemented by a half hour of self-paced content each week.

Dance: Introduction Co-L
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: FLM054 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Online: Structured Remote
CRN#: 46741 15 Sessions T W R
6/1-7/7 10 a.m.-12:30 p.m.

Tap Dance: Introduction Co-L
Learn the basics of tap dance technique as you express your inner rhythms through your feet. Shuffle, flap, and paddle and roll in simple rhythmic combinations using both structure and improvisation. Experience percussive style tap while dancing to Motown, Beatles and Stones, Reggae, and Jazz tunes. TWA

Course: PFA078 12.5 Hours
$100 + $65 fee = $165; NMR add $120
Online: Structured Remote
CRN#: 16478 10 Sessions F
6/4-8/13 11 a.m.-12:15 p.m.
No class 7/9

Music

Guitar: Introductory Group
Take your first steps to becoming a guitar legend! Even the greats started by muddling through simple chords on an acoustic. Learn basic strumming and picking techniques, common chord progressions, scales, notation, and tablature reading. On completion, you will have a foundation to take more advanced courses, start private lessons, or continue learning on your own. Students must provide their own guitars. TWA

Course: PFA082 14 Hours
$120 + $90 fee = $210; NMR add $140
Online: Structured Remote
CRN#: 46640 8 Sessions T R
6/8-7/1 10 a.m.-11:45 a.m.

Guitar: Level 2 Group NEW
Continue your guitar journey with chord songs and melodies. Apply your strumming and fingerling skills to songs that use common chord progressions. Learn to read a song with accompanying chord charts while improving your strumming technique. Explore picking rhythms with melodies in the major scale. Prerequisite: PFA082 Guitar: Introductory Group or basic experience with a guitar, including knowledge of major and minor chords. TWA

Course: PFA093 14 Hours
$120 + $90 = $210; NMR add $140
Online: Structured Remote
CRN#: 16645 8 Sessions T R
7/13-8/5 10-11:45 a.m.

Introduction to Music Theory Co-L
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
Online: Structured Remote
CRN#: 46598 10 Sessions M W
6/2-7/7 6-9:45 p.m.
No class 7/5
CRN#: 16426 10 Sessions M W
7/12-8/11 6-9:45 p.m.

Listening to Music Co-L
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
Online: Structured Remote
CRN#: 46599 21 Sessions M T W R
6/1-7/7 9:30 a.m.-11:15 a.m.
No class 7/5
CRN#: 16427 24 Sessions M T W R
7/12-8/19 9:30 a.m.-11:05 a.m.

NEW Art + Design and Performing Arts offerings:

Jewelry: Materials Studies: Experiment with alternative materials and processes, like mold making, paper craft and found objects .................. Page 10
Jewelry History: 1700-1914: Discover the art of the Georgian, Victorian, and Edwardian eras................................................................. Page 9
The Critic’s Lens: Explore the work of art historians, critics, and curators, and how they shape our perception of art. ........................................Page 9
Google Drive for Artists: Use Google Drive's suite to manage your art practice across devices ............................................................... Page 8
Drawing Comics: Intermediate: Create compelling visual narratives with color, lettering, and inking techniques ........................................ Page 10
Landscape Photography: Create compelling landscape photographs that express a feeling of place ............................................................... Page 14
Guitar: Level 2 Group: Continue developing your strumming, picking, and fingerling skills with chord songs and melodies ...................... Page 51
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

**Course:** PFA080  **16 Hours**
$120 + $90 fee = $210; NMR add $140

**Online: Structured Remote**
**CRN#: 46597**  **8 Sessions**  **W 6/16-8/11  6:30-8 p.m.**
No class 7/7

Class meetings are supplemented by a half hour of self-paced content each week.

Private Lessons: Guitar (45 minutes)
Study guitar one-on-one with a music professional! Whether you’re just starting out or are a musician looking to hone your skills, join us for lessons crafted to your level and goals. If all sections are full, please contact communityarts@montgomerycollege.edu for availability. This private lesson is open to students of all levels. TWA

**Course:** PFA087  **11.25 Hours**
$185 + $730 fee = $915; NMR add $400

**Online: Structured Remote**
**CRN#: 46645**  **15 Sessions**  **5/17-8/28**

**Guitar and bass guitar.** Meets once a week for 45 minutes. Please contact communityarts@montgomerycollege.edu to connect with your instructor and choose a meeting time.

Private Lessons: Other Instrument (45 minutes)
Study your instrument one-on-one with a music professional! Whether you’re just starting out or are a musician looking to hone your skills, join us for lessons crafted to your level and goals. See section notes for instrument offered. If all sections are full, please contact communityarts@montgomerycollege.edu for availability. This private lesson is open to students of all levels. TWA

**Course:** PFA088  **11.25 Hours**
$185 + $730 fee = $915; NMR add $400

**Online: Structured Remote**
**CRN#: 46646**  **15 Sessions**  **5/17-8/28**

**Saxophone, Clarinet, and oboe.** Meets once a week for 45 minutes. Please contact communityarts@montgomerycollege.edu to connect with your instructor and choose a meeting time.

**CRN#: 46647**  **15 Sessions**  **5/17-8/28**

**Violin and viola.** Meets once a week for 45 minutes. Please contact communityarts@montgomerycollege.edu to connect with your instructor and choose a meeting time.

Private Lessons: Piano (45 minutes)
Study piano one-on-one with a music professional! Whether you’re just starting out or are a musician looking to hone your skills, join us for lessons crafted to your level and goals. If all sections are full, please contact communityarts@montgomerycollege.edu for availability. This private lesson is open to students of all levels. TWA

**Course:** PFA086  **11.25 Hours**
$185 + $730 fee = $915; NMR add $400

**Online: Structured Remote**
**CRN#: 46643**  **15 Sessions**  **5/17-8/28**

Meets once a week for 45 minutes. Please contact communityarts@montgomerycollege.edu to connect with your instructor and choose a meeting time.

**CRN#: 46644**  **15 Sessions**  **5/17-8/28**

Meets once a week for 45 minutes. Please contact communityarts@montgomerycollege.edu to connect with your instructor and choose a meeting time.

Songwriting
Discover the art of songwriting, and compose your own original songs! Songwriting is a continual process of discovery, watching your ideas unfold as you build a song. Examine the basic elements of songs, playing with a wide range of techniques. Study the qualities of successful songs and songwriters. Experiment, edit, and share your creations in a safe and nurturing environment, building a supportive community of songwriters. Bring a notebook and/or staff paper to the first class. Bring an instrument if you play one. No musical background necessary! Required textbook: *Beginning Songwriting: Writing Your Own Lyrics, Melodies, and Chords* by Andrea Stolpe with Jan Stolpe. TWA

**Course:** PFA077  **16 Hours**
$120 + $90 fee = $210; NMR add $140

**Online: Structured Remote**
**CRN#: 46641**  **8 Sessions**  **T 6/7-7/20  10:30-11:45 a.m.**

Class meetings are supplemented by 45 minutes of self-paced content each week.

World Music Co-L
Enjoy a survey of cross-cultural popular music and the traditional music that influenced it. Topics include social and cultural roles of music and factors influencing its development and dissemination. Participate in music-making, listen to live and recorded music, and engage in stimulating reading, writing, and discussions. TWA

**Course:** FLM005  **37.5 Hours**
$396 + $136.20 fee = $532.20; NMR add $871.20

**Online: Structured Remote**
**CRN#: 46597**  **10 Sessions**  **T R 6/1-7/7  6-10:05 p.m.**

**Private Music Lessons in**
**Guitar, Piano, Saxophone, Clarinet, Oboe, Violin, and Viola!**

Study your instrument one-on-one with a professional musician. Open to all levels.

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**Join our Community Arts Email List!**
Get schedule updates, event announcements, and info on pop-up classes. We send zero to three emails a week, so we won’t flood your inbox!

montgomerycollege.edu/community-arts/join
Stand-up Comedy: Introduction

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

Course: PFA083 12.5 Hours
$100 + $65 fee = $165; NMR add $120
Online: Structured Remote
CRN#: 46642 5 Sessions M 6/7-7/5 7-9:30 p.m.

Voice-Over Workshop

Discover how to use your speaking voice for commercials, films, videos, and more. Learn about a unique, outside the box way to break into this creative, fulfilling, and potentially lucrative industry. Voice-overs can be managed on your own terms, on your own turf, in your own time, and with minimal overhead! Whether you choose to pursue voice-overs part-time or full-time, this could be the game changer you’ve been looking for. Community Arts offers this workshop in partnership with Such A Voice, an established voice-over training company. It is an intensive 2-hour workshop, not their introductory webinar.

Course: PFA075 2 Hours
$22 + $18 fee = $40; NMR add $30
Online: Structured Remote
CRN#: 16481 1 Session W 7/7 6:30-8:30 p.m.

Health Care Insurance for Retirement

This course will address the major components of retiree health care: Medicare, Medicare Advantage Plans, and Long-Term Care. Health care costs typically rise at twice the inflation rate, so the course will also address ways to fund this expense through tax-advantaged plans. Determine the cost of supplemental coverage, evaluate your ability to pay for health care not covered by federal or state programs, and be able to project your health care expenses. The target audience for this course are those who are newly retired and those who plan to retire within 2 years. TWA

Course: PRF139 6 Hours
$36 + $69 fee = $105; NMR add $120
Online: Structured Remote
CRN#: 46823 3 Sessions M 6/7-6/21 6:30-8:30 p.m.

Increase Cash, Decrease Debt, & Protect Your Financial Future

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

Course: PRF161 3 Hours
$20 + $20 fee = $40; NMR add $30
Online: Structured Remote
CRN#: 46825 1 Session R 5/13 6:30-9:30 p.m.

Making Smart Investment Decisions

Making smart investment decisions can make a big difference in your retirement years. With some basic understanding of investment products and risk and return, you can take steps to grow your retirement nest egg. Discuss investment products, risk and return, volatility, and how fees can impact your portfolio. Learn the questions to ask before you invest, the red flags of fraud, and how to use the free resources on Investor.gov, the SEC’s online portal for individual investors.

Course: PRF173 2.5 Hours
$15 + $20 fee = $35; NMR add $30
Online: Structured Remote
CRN#: 46831 1 Session M 6/14 6:30-9 p.m.
CRN#: 46833 1 Session M 7/19 6:30-9 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 couple’s 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 the next few years.

Course: PRF159 3 Hours
$20 + $20 fee = $40; NMR add $30
Online: Structured Remote
CRN#: 16625 1 Session T 7/13 6:30-9:30 p.m.

Money Matters for Millennials

How to save and invest for things you need: home, education, retirement, and financial goals? Explore ways to pay off your loans or debts. Discuss how to save, generate revenue streams, and invest. Create a budget plan to help you achieve the financial future you want. Discuss the best way to keep track of your money.

Course: PRF028 3 Hours
$15 + $15 fee = $30; NMR add $30
Online: Structured Remote
CRN#: 46817 1 Session S 6/19 9:30 a.m.-12:30 p.m.
Workforce Development and Continuing Education

Personal Finance Academy

**Mutual Funds**

Content: Mutual Funds and Exchange Traded Funds (ETFs). Learn how to read a mutual fund prospectus and shareholder reports, and discuss how to compare mutual funds. Examine exchange-traded funds (ETFs) and understand how they differ from mutual funds. Discuss how to research and compare mutual funds using free resources and the importance of understanding your investment objectives and risk tolerance. Learn about free resources on Investor.gov, the SEC’s online portal, and tips to avoid fraud.

**Course:** PRF175  
2 Hours  
$15 + $15 fee = $30; NMR add $30

**Online: Structured Remote**  
CRN#: 46832  
1 Session  
6/24  
6:30-8:30 p.m.

**Probate in Maryland: An Overview for Executors-To-Be**

An overview of the probate process in Maryland, and more specifically in Montgomery County, including: a review of determining whether a probate is necessary; how to open a probate estate; how the estate is administered; and how the estate is closed. Explore the documents used by the Register of Wills; learn how to determine if an asset is a ‘probate asset’ or a ‘non-probate’ asset; and how to deal with claims and debts against the estate. Discuss the costs of probate, including the fees owed to the personal representative (executor) and attorneys. TWA

**Course:** PRF150  
4 Hours  
$55 + $66 fee = $121; NMR add $120

**Online: Structured Remote**  
CRN#: 16624  
2 Sessions  
W  
7/14-7/21  
6:30-8:30 p.m.

**Rejuvenate Your Retirement**

How long will your retirement income last? This course provides a fresh look at important financial topics relevant to adults entering, or already enjoying, retirement. Making your money last throughout retirement has never been more challenging. People are living longer and fewer retirees have traditional pensions, while interest rates are at all-time lows. Learn about important financial topics such as reducing taxes, assessing investment risk, exploring retirement income sources and investment options, planning for health care needs, and preparing your estate. TWA

**Course:** PRF165  
4 Hours  
$25 + $57 fee = $82; NMR add $50

**Online: Structured Remote**  
CRN#: 46828  
2 Sessions  
W  
5/5-5/12  
1-3 p.m.

CRN#: 46829  
2 Sessions  
T  
5/11-5/18  
1-3 p.m.

CRN#: 46830  
2 Sessions  
W  
6/9-6/16  
1-3 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

**Online: Structured Remote**  
CRN#: 46818  
2 Sessions  
M  
5/3-5/10  
6:30-9:30 p.m.

CRN#: 46819  
2 Sessions  
W  
5/12-5/19  
6:30-9:30 p.m.

CRN#: 46820  
2 Sessions  
R  
5/20-5/27  
6:30-9:30 p.m.

CRN#: 46821  
2 Sessions  
W  
6/2-6/9  
6:30-9:30 p.m.

CRN#: 46822  
2 Sessions  
T  
6/8-6/15  
6:30-9:30 p.m.

CRN#: 46878  
2 Sessions  
R  
6/10-6/17  
6:30-9:30 p.m.

**Stocks, Bonds, Mutual Funds, and ETFs Explained**

Whether you manage your own investments or someone manages them for you, it is important to understand the different types of investments. In this course, an experienced investment advisor and Certified Financial Planner explains advantages and disadvantages of different investments, risks, ways to own investments, asset allocation, tax considerations, historical performance, and more. For instance, are Exchange Traded Funds (ETFs) better than mutual funds? TWA

**Course:** PRF138  
5 Hours  
$50 + $65 fee = $115; NMR add $120

**Online: Structured Remote**  
CRN#: 46851  
2 Sessions  
M  
6/21-6/28  
6:30-9 p.m.

**Wealth Creation Today**

This class is aimed at adults ages 35-50 who are interested in building their financial wealth while meeting individual and/or family financial priorities. Learn to invest, manage debt, and explore tax advantaged investment options. Reduce barriers to wealth accumulation, develop smart money management strategies, and explore paths to risk management. Start on your wealth creation with this class. TWA

**Course:** PRF164  
6 Hours  
$25 + $49 fee = $74; NMR add $50

**Online: Structured Remote**  
CRN#: 46826  
2 Sessions  
W  
5/12-5/19  
6:30-9:30 p.m.

CRN#: 46827  
2 Sessions  
T  
5/18-5/25  
6:30-9:30 p.m.

**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

**Online: Structured Remote**  
CRN#: 46824  
2 Sessions  
T  
6/1-6/8  
6:30-9:30 p.m.

CRN#: 16626  
2 Sessions  
R  
7/15-7/22  
6:30-9:30 p.m.
Professional and Career Development

Career Exploration Boot Camp
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: CRP013  12 Hours
$45 + $59 fee = $104; NMR add $120
Online: Structured Remote
CRN#: 46702  6 Sessions  M W
6/7-6/23  7-9 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 resume writing, LinkedIn, and the latest self-marketing and networking techniques. Explore how to distinguish yourself from others competing for the same jobs and try new job search strategies. Learn how to use career and job search resources, such as Career Coach, and networking and employment resources such as social media. TWA

Course: CRP014  10 Hours
$0 + $25 fee = $25; NMR add $0
Online: Structured Remote
CRN#: 46703  5 Sessions  M W
6/21-7/7  7-9 p.m.

Project Management

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

Course: PMC002  24 Hours
$354 + $305 fee = $659; NMR add $300
Online: Structured Remote
CRN#: 46648  8 Sessions  M W
6/7-6/30  6-9 p.m.

Montgomery College Project Management Certificate Program
The NEW Montgomery College Project Management Certificate is designed for students looking to enter a new career field, expand/hone their project management skills with the latest practices, or those that want to gain new skills

The list of courses for a certificate is shared below.

1. PM101: Methodology and Overview
2. PM102: Practical Application of Predictive Project Management
3. PM103: Practical Application of Agile Project Management
4. PM104: Interpersonal Skills for Project Management Practitioners
5. Elective choice. (Information released during summer on website)

These courses can also enhance project management knowledge for those seeking to prepare for the PMP® or CAPM® exams.

PM101: Methodology and Overview
This course will introduce you to the two major methodologies utilized for managing projects- the predictive (traditional) approach and the agile approach. This overview will cover the terms and concepts of both approaches as well as giving a high level overview of how each methodology conducts projects. Having this broad understanding will provide you with a clear understanding of the different ways projects can be accomplished. You will use hands on exercises and a course exam to demonstrate understanding as well as to compare the benefits of each methodology. TWA

Course: PMC036  15 Hours
$175 + $200 fee = $375; NMR add $160
Online: Structured Remote
CRN#: 46649  5 Sessions  M T W R F
5/17-5/21  6-9 p.m.

PM102: Practical Application of Predictive (Traditional) Project Management
This course will provide you with a comprehensive review of the predictive (traditional) approach to project management. This will cover the methodology of managing projects from the initiation to the closing of the project. Topics covered include defining the scope, creating a schedule, preparing for risks, determining communications as well as managing change, building project teams and closing a project. By the end of this class, you will have created the basic project documents utilized by this methodology through the use of a case study and will be prepared to apply these to your own projects. TWA

Course: PMC037  28 Hours
$350 + $365 fee = $715; NMR add $350
Online: Structured Remote
CRN#: 46650  9 Sessions  T R S
6/1-6/22  6-9 p.m. (T R)
9 a.m.-12:30 p.m. (S)

Looking for MORE Professional and Career Development Classes?
See our Lifelong Learning Careers and Employment for 50+ section on page 41.
PM103: Practical Application of Agile Project Management

Project Management practitioners are increasingly embracing agile as a technique for managing successful projects. It is a topic of growing importance in project management. Whether you are a PMP® credential holder or an individual working on agile project teams, this course will provide you with a comprehensive review of the agile approach. Understand the values and principles of agile and identify methodologies of agile project management with a focus on the scrum method. TWA

Course: PMC038  28 Hours
$350 + $365 fee = $715; NMR add $350

Online: Structured Remote
CRN#: 46651  10 Sessions  T R S
4/29-5/20  6-9 p.m. (T R)
9 a.m.-12:30 p.m. (S)
CRN#: 16483  10 Sessions  T R S
7/6-7/27  6-9 p.m. (T R)
9 a.m.-12:30 p.m. (S)

PM104: Interpersonal Skills for Project Management Practitioners

As a project management practitioner, your success and effectiveness are determined by the quality of your professional relationships. In this course you will learn and practice the skills necessary to build and maintain positive relationships with your team members, users, stakeholders, product owners and customers. Topics include interpersonal communications, active listening, conflict management, influencing, trust building, decision-making, and constructive feedback. TWA

Course: PMC039  8 Hours
$75 + $130 fee = $205; NMR add $140

Online: Structured Remote
CRN#: 46652  4 Sessions  T R
5/25-6/3  6:30-8:30 p.m.
CRN#: 16484  4 Sessions  T R
8/3-8/12  6:30-8:30 p.m.

Project Management Professional® (PMP) Certification Prep

Prepare for the internationally recognized Project Management Professional® (PMP) Certification exam. Demonstrate to employers, customers, and colleagues that you possess project management knowledge, experience, and skills to bring projects to successful completion. As a PMI Authorized Training Partner, our course is taught by instructors who completed the Authorized Training Partner Train the Trainer—PMP® Exam Prep program and are equipped to deliver PMP® exam prep and training content to PMI’s quality standards. You are ensured that you are learning “PMI-developed” PMP® exam prep material. TWA

Course: PMC040  35 Hours
$800 + $699 fee = $1,499; NMR add $650

Online: Structured Remote
CRN#: 46653  11 Sessions  M W S
6/7-6/30  6-9 p.m. (M W)
9 a.m.-1 p.m. (S)
Class on 6/26 will be from 9 a.m.-12 p.m.
CRN#: 16485  11 Sessions  M W S
7/19-8/11  6-9 p.m. (M W)
9 a.m.-1 p.m. (S)
Class on 8/7 will be from 9 a.m.-12 p.m.

PMP® Exam Preparation and Recertification with PDUs

Ensure you’re prepared to take the PMP® exam! Montgomery College is an Authorized Training Partner (ATP) by the Project Management Institute (PMI) to provide industry leading preparation towards the PMP® certification exam. Training with an Authorized Partner is the only way to ensure you are learning PMI-developed PMP® exam prep material and ensure you are learning from PMI-vetted instructors.

Our courses are PDU-eligible for current PMP® and CAPM® credential holders. Earn hours towards recertification by attending our convenient and affordable courses.

The PMI Approved Training Partner Seal (PMI ATP Seal), PMP, and CAPM are registered marks of the Project Management Institute.

Real Estate

Continuing Education

ABCs of Selling a House

In this practical guide to selling a house under any market condition, we will cover contract clauses, how to prepare for a smooth closing, minor improvements, and advantages/ disadvantages of listing a home with a real estate professional. Approved: 3 hours. TWA

Course: REC127  3 Hours
$25 + $25 fee = $50; NMR add $50

Online: Structured Remote
CRN#: 46842  1 Session  W
6/9  9 a.m.-12 p.m.

Brokerage Relationships and Disclosures

This Continuing Education course is for existing Maryland real estate professionals and fulfills the requirement set by MREC to maintain a Maryland Real Estate License. Topics include: moving from agency to brokerage, properly completing brokerage agreements, review licensee duties, analyze client/customer scenarios, identifying and dealing with dual agency, and provide information on updated brokerage relationship disclosure. TWA

Course: REC203  3 Hours
$25 + $25 fee = $50; NMR add $50

Online: Structured Remote
CRN#: 46848  1 Session  W
6/9  1-4 p.m.

Buying / Selling Foreclosure Properties

Gain a better understanding of the foreclosure process, property condition, and risks associated with buying a foreclosure sale. Approved: 3 hours. TWA

Course: REC034  3 Hours
$25 + $25 fee = $50; NMR add $50

Online: Structured Remote
CRN#: 46840  1 Session  R
6/10  5-8 p.m.
Contracts and Offer to Purchase
Students will be re-introduced to the basic elements of a Real Estate sales contract. Topics covered will include: how to help a client satisfy disclosure obligations, protect interests with contingencies, and how a contract is terminated. Approved: 3 hours. TWA
Course: REC195 3 Hours $25 + $25 fee = $50; NMR add $50
Online: Structured Remote CRN#: 46847 1 Session S 6/12 1-4 p.m.

Ethics: Predatory Lending / Flipping
This course covers the Maryland Real Estate Commissions’ Code of Ethics, including the practice of flipping, predatory lending, and how it affects the licensees business relationships. Approved: 3 hours. TWA
Course: REC012 3 Hours $25 + $25 fee = $50; NMR add $50
Online: Structured Remote CRN#: 46839 1 Session R 6/10 9 a.m.-12 p.m.

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? These topics and more, will be covered in this course. Approved: 3 hours. TWA
Course: REC035 3 Hours $25 + $25 fee = $50; NMR add $50
Online: Structured Remote CRN#: 46841 1 Session F 6/11 1-4 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 $15 + $15 fee = $30; NMR add $30
Online: Structured Remote CRN#: 46844 1 Session F 6/11 9 a.m.-10:30 a.m.

Real Estate Legislative Update
This course will cover legislative issues that have been introduced and passed in recent 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
Online: Structured Remote CRN#: 46843 1 Session F 6/11 5-8 p.m.

Rentals, Renters, and Landlords
A comprehensive overview of how to deal with rentals, renters, and landlords. Learn how to qualify applicants and the procedures required by the State of Maryland. Approved: 3 hours. TWA
Course: REC189 3 Hours $25 + $25 fee = $50; NMR add $50
Online: Structured Remote CRN#: 46846 1 Session R 6/10 1-4 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 homeowners 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
Online: Structured Remote CRN#: 46845 1 Session S 6/12 9 a.m.-12 p.m.

Licensure

Basic Real Estate Principles and Practices for Salespersons
This time intensive course fulfills the 60 hour MREC requirement and will prepare students to become a real estate Salesperson in Maryland; general knowledge topics and MD law are covered. Students are required to test with their class and must pass EACH exam with a minimum of 70%. All 60 hours of the course must be attended/made-up (no more than 12 hours) BEFORE testing with the State, exams must be passed within 60 days. Failure to respond to notices or take/pass exams within allotted time will result in exam forfeiture and course will need to be retaken. TEXT BOOKS REQUIRED ON THE FIRST DAY OF CLASS: Modern Real Estate Practice 20th Edition, Maryland Real Estate Practice and Law 16th Edition, and Study Guide. TWA
Course: REB010 60 Hours $230 + $149 fee = $379; NMR add $160
Hybrid (Online & Face to Face)
CRN#: 46836 21 Sessions M R 5/4-7/14 5:30-8:30 p.m.
Class on 7/14 will meet on the Rockville Campus from 6-9 p.m.
CRN#: 46835 20 Sessions T W 5/3-7/19 6:30-9:30 p.m.
Class on 7/19 will meet on the Rockville Campus from 6-9 p.m.
CRN#: 16630 11 Sessions S U 7/10-8/9 9 a.m.-3:30 p.m.
Class on 8/9 will meet on the Rockville Campus from 6-9 p.m.

Real Estate Basic Principles Retest
You 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. Previous REB010 students that did not pass both class exams are eligible for 2 retakes; retakes must be taken and passed within 60 days. Testing period for the Maryland exam is one hour; two hours for the General knowledge exam. Exams are graded within one week, if successfully passed, records are submitted to PSI.
Course: REB142 3 Hours $15 + $15 fee = $30; NMR add $30
Rockville Campus
CRN#: 46837 1 Session W 5/19 6-9 p.m.
CRN#: 46838 1 Session W 6/9 6-9 p.m.
CRN#: 16628 1 Session W 7/28 6-9 p.m.
CRN#: 16629 1 Session W 8/11 6-9 p.m.
Motorcycle Safety

Basic Rider Course 2-License Waiver (BRC2-LW)
This course is NOT for beginners! This eleven-hour course is for individuals that have current street riding experience and are seeking a class M license. This course includes three hours of formal classroom and five hours of riding exercises. It also includes three hours of independent study done at home via an online E-course prior to class. Participants are encouraged to use their own motorcycle by transporting them legally to the range. Upon successful completion of both a knowledge and riding skills test, you will receive a certificate and course completion card recognized by the Maryland Motor Vehicle Administration. Class materials, E-course instructions and correspondence will be sent to your MYMC email account and any secondary email you have on your MYMC account. TWA

Course: SFT064  18 Hours
$174 + $150 fee = $324; NMR add $160
Hybrid (Online & Face to Face)
CRN#: 46756  3 Sessions  W R
5/3-5/6  eCourse (5/3-5/5)
Driving range: 7:45 a.m.-3:15 p.m. (5/5-5/6)
CRN#: 46757  3 Sessions  S U
5/6-5/9  eCourse (5/6-5/8)
Driving range: 7:45 a.m.-3:15 p.m. (5/8-5/9)
CRN#: 46758  3 Sessions  S U
Driving range: 7:45 a.m.-3:15 p.m. (5/15-5/16)
CRN#: 46759  3 Sessions  S U
5/20-5/23  eCourse (5/20-5/22)
Driving range: 7:45 a.m.-3:15 p.m. (5/22-5/23)
CRN#: 46760  3 Sessions  S U
6/3-6/6  eCourse (6/3-6/5)
Driving range: 7:45 a.m.-3:15 p.m. (6/4-6/5)
CRN#: 46761  3 Sessions  S U
6/10-6/13  eCourse (6/10-6/12)
Driving range: 7:45 a.m.-3:15 p.m. (6/12-6/13)
CRN#: 46762  3 Sessions  W R
6/14-6/17 eCourse (6/14-6/16)
Driving range: 7:45 a.m.-3:15 p.m. 6/16-6/17
CRN#: 46763  3 Sessions  S U
6/17-6/20  eCourse (6/17-6/19)
Driving range: 7:45 a.m.-3:15 p.m. (6/19-6/20)
CRN#: 46764  3 Sessions  S U
6/24-6/27  eCourse (6/24-6/26)
Driving range: 7:45 a.m.-3:15 p.m. (6/26-6/27)
CRN#: 16571  3 Sessions  W R
7/5-7/8  eCourse (7/5-7/7)
Driving range: 7:45 a.m.-3:15 p.m. (7/7-7/8)
CRN#: 16572  3 Sessions  S U
7/15-7/18  eCourse (7/15-7/17)
Driving range: 7:45 a.m.-3:15 p.m. (7/17-7/18)
CRN#: 16574  3 Sessions  S U
7/22-7/25  eCourse (7/22-7/24)
Driving range: 7:45 a.m.-3:15 p.m. (7/24-7/25)
CRN#: 16575  3 Sessions  S U
7/29-8/1 eCourse (7/29-7/31)
Driving range: 7:45 a.m.-3:15 p.m. (7/31-8/1)
CRN#: 16576  3 Sessions  S U
8/5-8/8  eCourse (8/5-8/7)
Driving range: 7:45 a.m.-3:15 p.m. (8/7-8/8)
CRN#: 16577  3 Sessions  S U
8/12-8/15 eCourse (8/12-8/14)
Driving range: 7:45 a.m.-3:15 p.m. (8/14-8/15)

Beginners Motorcycle Safety
This Maryland MVA-certified Motorcycle Basic Rider Course (BRC), is an 18-hour course designed for those who have little or no riding experience, or who have not ridden in a long time. It includes distance learning (MSF E-Course), classroom, and riding instruction on the basic riding skills and strategies necessary for an individual to begin and/or practice street riding. Motorcycles are provided and you must wear appropriate range gear/attire; additional expectations are found in the FAQs listed on our website. Upon successful completion of both a knowledge and riding skills test, you will receive a certificate and course completion card issued by the Motorcycle Safety Foundation (MSF) recognized by the Maryland Motor Vehicle Administration for Motorcycle Skills Licensure requirements, also known as M Endorsement. Note: Students will not be admitted to class after the class start time; we encourage all students to arrive 20 minutes early. Textbook provided in class. 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. TWA

Course: SFT044  10 Hours
$90 + $35 fee = $125; NMR add $120
Online: Structured Remote
CRN#: 46752  3 Sessions  T W R
5/15-5/20  5:8:20 p.m.
CRN#: 46753  3 Sessions  W R F
6/2-6/4  5:8:20 p.m.
CRN#: 16567  3 Sessions  M T W
7/6-7/28  1-4:20 p.m.
Motorcycle Retest

This course is for students who have taken, yet failed the Motorcycle Safety Foundation and Maryland Motor Vehicle Administration Basic Rider Course. Students are required to pass the state preparatory licensing test in order to obtain a certification to apply for an M driver license endorsement. This course should be taken within 30 days of completing the Motorcycle BRC or ABRC.

Course: SFT046  2 Hours
$20 + $15 fee = $35; NMR add $30

14 Firstfield Rd DrivingRange
CRN#: 46754  1 Session  U
5/16  3-5 p.m.
CRN#: 46755  1 Session  U
6/13  3-5 p.m.
CRN#: 16568  1 Session  S
7/10  3-5 p.m.
CRN#: 16569  1 Session  U
8/1  3-5 p.m.
CRN#: 16570  1 Session  U
8/22  3-5 p.m.

Public Safety

Basic Special Police Officer Academy (Classroom)

Maryland HB1111, effective October 1, 2020, requires that all new Special Police Officer (SPO) applicants receive 80 hours of training, including the successful completion of 61 objectives, prior to application for an SPO commission. The Basic SPO Academy will utilize experienced law enforcement trainers to teach the 61 objectives. Each instructor who teaches more than 3 hours will have the required instructor certification from MPCTC or a waiver which allows the person to teach based on prior certification, past law enforcement experience and college instruction experience. This classroom portion of SPO training will cover 64 hours of the required 80 hour Academy. Upon completion, the SPO candidate will receive a Certificate of Completion that is required when applying for a commission. TWA

Course: PST001  64 Hours
$300 + $297 fee = $597; NMR add $250

Hybrid (Online & Face to Face)
CRN#: 46833  8 Sessions  M T W R
5/17-5/27  8 a.m.-4 p.m.

Basic Special Police Officer Academy (Hands On)

This hands-on portion of SPO training will cover 16 hours of the required 80 hour Academy. It must be taken with PST001. Upon completion, the SPO candidate will receive a Certificate of Completion that is required when applying for a commission. TWA

Course: PST002  16 Hours
$100 + $98 fee = $198; NMR add $120

Rockville Campus
CRN#: 46834  2 Sessions  F
5/21-5/27  8:30 a.m.-12:30 p.m.

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. Class will meet online via Zoom. Work outside of class may be required. Textbook is required and available for purchase at https://www.bkstr.com/montgomerycollegestore/home TWA

Course: SAT004  30 Hours
$255 + $130 fee = $385; NMR add $160

Online: Structured Remote
CRN#: 46750  8 Sessions  S U
5/1-5/23  9 a.m.-1 p.m.
CRN#: 46751  8 Sessions  M T W R
6/21-7/1  8:30 a.m.-12:30 p.m.
CRN#: 16562  8 Sessions  M T W R
8/2-8/12  8:30 a.m.-12:30 p.m.

GRE Preparation

This course is designed as an overview and review for people preparing to take the Graduate Record Exam (GRE). Instruction will be given in how to answer each type of question and will include one or more practice diagnostic tests. You will have an opportunity to ask questions on specific problems. Class will meet online via Zoom. Work outside of class may be required. Textbook is required and available for purchase at https://www.bkstr.com/montgomerycollegestore/home TWA

Course: TPR021  30 Hours
$255 + $130 fee = $385; NMR add $160

Online: Structured Remote
CRN#: 16631  10 Sessions  M W
7/12-8/11  6-9 p.m.

CLEP: An Inexpensive Way to Translate Knowledge into College Credit

CLEP is a way to receive credit for what you already know by earning qualifying scores on any of the 33 exams that are offered.

Due to COVID-19, CLEP testing at our GBTC testing site is currently suspended. We look forward to serving you soon.

Please visit www.collegeboard.org/clep to find open testing centers. Scores can still be sent to Montgomery College to appear on your transcript. Email us at: clep@montgomerycollege.edu with questions.
**Praxis Preparation**

**PRAXIS Core Preparation**
A passing score on the Praxis Core exam is required for admission to most teacher education programs. This course is designed to review and practice basic skills in math, writing, and reading in a supportive learning environment. Sessions offer content lecture, test-taking strategies, and timed practice tests. Class will meet online via Zoom. Work outside of class may be required. Textbook is required and available for purchase at https://www.bkstr.com/montgomerycollegestore/home.

Course: **TPr034**
16 Hours
$165 + $80 fee = $245; NMR add $140

Online: **Structured Remote**
CRN#: 16632 8 Sessions  T  R
7/6-7/29 6:30-8:30 p.m.

**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 confidence and speed, and get a review of test content. Textbook required at first class and is available for purchase at campus bookstores. Class will meet online via Zoom. Work outside of class may be required. Textbook is required and available for purchase at https://www.bkstr.com/montgomerycollegestore/home.

Course: **SAT001**
30 Hours
$255 + $130 fee = $385; NMR add $160

Online: **Structured Remote**
CRN#: 46747 8 Sessions  S  U
5/1-5/23 9 a.m.-1 p.m.
CRN#: 46746 10 Sessions  T  R
5/4-6/3 5:8:15 p.m.
CRN#: 46748 8 Sessions  M  T  W  R
6/21-7/1 8:30 a.m.-12:30 p.m.
CRN#: 46749 8 Sessions  M  T  W  R
6/21-7/1 1-5 p.m.
CRN#: 16552 8 Sessions  M  T  W  R
7/12-7/22 8:30 a.m.-12:30 p.m.
CRN#: 16553 8 Sessions  M  T  W  R
7/12-7/22 1-5 p.m.

SAT Preparation: **Critical Reading and Writing**

This course is to prepare students to take the critical reading and writing sections of the SAT. It is intended to strengthen test-taking skills by focusing on familiarization with SAT-type questions, developing test-taking strategies, managing test panic and increasing confidence and speed. A review of test content includes reading comprehension, grammar and essay writing. Practice with real, timed SAT test sections is an integral part of the course. Class will meet online via Zoom. Work outside of class may be required. Textbook is required and available for purchase at https://www.bkstr.com/montgomerycollegestore/home.

Course: **SAT003**
18 Hours
$180 + $75 fee = $255; NMR add $140

Online: **Structured Remote**
CRN#: 16558 5 Sessions  M  T  W  R  F
7/26-7/30 9 a.m.-12:36 p.m.
CRN#: 16559 5 Sessions  M  T  W  R  F
8/16-8/20 1-4:36 p.m.

SAT/ACT Math Fundamentals Review

This math review course is designed to augment the SAT and ACT test preparation courses. You will review basic arithmetic, algebraic and geometric concepts to more successfully participate in the SAT and ACT prep courses. Class will meet online via Zoom. Work outside of class may be required. Textbook is required and available for purchase at https://www.bkstr.com/montgomerycollegestore/home.

Course: **SAT006**
9 Hours
$134 + $55 fee = $189; NMR add $120

Online: **Structured Remote**
CRN#: 16563 3 Sessions  T  W  R
7/6-7/8 9 a.m.-12:30 p.m.

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**SAT Preparation: Math**

This course will prepare you for the math portion of the SAT. It is intended to strengthen test-taking skills by focusing on familiarization with SAT-type math questions, developing test-taking strategies, managing test panic, increasing confidence and speed. A review of test content includes basic math, algebra, geometry, data analysis, statistics and probability. Practice with real, timed SAT test section is an integral part of the course. Class will meet online via Zoom. Work outside of class may be required. Textbook is required and available for purchase at https://www.bkstr.com/montgomerycollegestore/home.

Course: **SAT002**
18 Hours
$180 + $75 fee = $255; NMR add $140

Online: **Structured Remote**
CRN#: 16558 5 Sessions  M  T  W  R  F
7/26-7/30 9 a.m.-12:36 p.m.
CRN#: 16559 5 Sessions  M  T  W  R  F
8/16-8/20 1-4:36 p.m.

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**JUST ADDED TO THE SUMMER 2021 SCHEDULE!**

**Pre-algebra/Algebra Fast Track**

For students who need a review of pre-algebra and algebra topics in order to improve math placement. See our website for full information on class offerings and pricing.

Course: **WPS081**
30 Hours
46888 6/7-6/25 M–F 6:30-8:30 p.m.
16648 7/26-8/13 M–F 6:30-8:30 p.m.

Course: **WPS082**
28 hours
16649 6/28-7/16 M–F 6:30-8:30 p.m. No Class 7/5
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

Hybrid (Online & Face to Face)
CRN#: 46731  2 Sessions  M
6/7-6/14  2-5 p.m.
CRN#: 16534  2 Sessions  S
7/10-7/17  10 a.m.-1 p.m.

Maker Space / Fab Lab CNC Router Applications
Have you ever seen a spectacular woodwork design and wondered 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 Applications course. TWA
Course: TTG562  6 Hours
$53 + $48 fee = $101; NMR add $120

Hybrid (Rockville Campus & DL)
CRN#: 16535  2 Sessions  M
7/12-7/19  2-5 p.m.
CRN#: 16536  2 Sessions  S
8/7-8/14  10 a.m.-1 p.m.

Structured Remote (SR) vs Distance Learning (DL)
Structured Remote (SR) classes will meet at a designated meeting date and time with the possibility of transitions to in-person classroom teaching.
Distance Learning (DL) classes are at your leisure during the semester and will not transition to in-person classes.

Hybrid (In person & DL or SR)
Classes will meet online either through Structured Remote (SR) or Distance Learning (DL) along with face to face meetings on campus.

See page 2 for more information.
Workforce Development and Continuing Education

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. Instructor will provide textbook information for students to order themselves on the first meeting. TWA

Course: TTG511 46 Hours
$480 + $117 fee = $597; NMR add $250
Hybrid (Online & Face to Face)
CRN#: 16493 12 Sessions R
6/10-8/26 6-10:05 p.m.

Welding I—Introduction to Welding
TIP
Introduces the basic processes in the welding field. Emphasizes welding safety. Introduces the various types of welding equipment, identification and selection of filler material, types of welds, and the different welding positions. This course is also part of a series that will help prepare for D1.1 Certification. Prerequisite or Co-requisite: Completion of TTG582 (Welding Symbols and Blueprint Reading) or completing both courses simultaneously. TWA

Course: TTG583 90 Hours
$617 + $370 fee = $987; NMR add $400
Hybrid (Online & Face to Face)
CRN#: 16544 24 Sessions W R
6/30-9/16 5:30-9:15 p.m.

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. Textbooks/course materials required: www.montgomerycollege.edu/bookstore or call 240-567-5302. TWA

Course: TTG572 46 Hours
$470 + $127 fee = $597; NMR add $350
Hybrid (Online & Face to Face)
CRN#: 16492 12 Sessions S
6/5-8/28 1-4:50 p.m.

Welding III—Advanced: GTAW
Introduces the students to the Gas Tungsten Arc Welding process in aluminum, stainless steel, and steel. Emphasizes welding safety. Students will also learn basic blueprint and welding symbols, basic metallurgy, and lean identification and selection of GTAW filler materials. Prerequisite: Welding II—Advanced: SMAW. Textbooks/course materials required: www.montgomerycollege.edu/bookstore or call 240-567-5302. TWA

Course: TTG573 46 Hours
$470 + $286 fee = $756; NMR add $350
Hybrid (Online & Face to Face)
CRN#: 16541 12 Sessions M
6/7-8/30 5:30-9:20 p.m.

Welding Symbols and Blueprint Reading
Introduces various types of prints used in the welding industry. Topics include print reading, measurements, metallurgy, types of welds and joints, and welding symbols. TWA

Course: TTG582 30 Hours
$250 + $150 fee = $400; NMR add $225
Hybrid (Online & Face to Face)
CRN#: 46736 8 Sessions W R
6/2-6/24 5:30-9:15 p.m.

American Sign Language

ASL—Just Enough
This is a beginning ASL course for students who are looking for a basic overview. You will learn, review and practice basic ASL grammar, fingerspelling, numbers, and basic sign vocabulary on a variety of topics. Aspects of Deaf culture will also be discussed. If you are looking for more of a foundation for further ASL study, please register for ASL I Part 1 (not offered every semester). Please check the MC Bookstore for details regarding textbooks. TWA

Course: LAN175 22 Hours
$154 + $135 fee = $289; NMR add $140
Online: Structured Remote
CRN#: 46794 12 Sessions R
5/27-8/12 9 a.m.-11 a.m.
ASL I—Part 1
This course is an introduction to American Sign Language, the language used by the Deaf. Its grammar, different from English because of its visual-spatial nature, takes advantage of space, movement, handshapes, and facial grammar: (facial expression). Learn fingerspelling, introductions, starting conversations, asking questions, and familiarity with the visual environment of ASL. Some basic aspects of Deaf culture will be covered. Taught in ASL; no prerequisites. Class will be held online via Zoom. Please check the MC Bookstore for details regarding textbooks. TWA
Course: LAN079 22 Hours
$154 + $135 fee = $289; NMR add $140
Online: Structured Remote
CRN#: 46783 12 Sessions M 5/24-6/28 9 a.m.-11 a.m.
No class 5/31, 6/4

ASL I—Part 2
This is a continuation of ASL I—Part 1 and appropriate for those with some basic ASL experience. You will expand your conversation skills and improve your use of fingerspelling. Topics include asking basic need questions, giving and receiving directions, and telling a narrative. More basic aspects of Deaf culture will be discussed. Please check the MC Bookstore for details regarding textbooks. TWA
Course: LAN080 22 Hours
$154 + $135 fee = $289; NMR add $140
Online: Structured Remote
CRN#: 46784 12 Sessions W 5/26-7/11 7-9 p.m.

Chinese

Chinese Brush-Up III  NEW
Designed for students who have completed at least 3-4 years of study and have some degree of comfort and fluency in Chinese. Class is conducted exclusively in Chinese. Participate in fun and relaxing conversation and interactive exercises to keep your skills fresh. Grammar is reviewed as needed or requested by participants. No textbook is required for this class; all materials will be provided by the instructor. TWA
Course: LAN257 16 Hours
$109 + $111 fee = $220; NMR add $140
Online: Structured Remote
CRN#: 46799 8 Sessions W 5/26-7/14 7-9 p.m.

French

French Brush-Up I
If you have completed one or two semesters of study, or have some basic experience in French, this course is appropriate. You can refine skills already learned and get questions answered through fun, dynamic conversation and other interactive exercises. This level is not recommended if you have no prior experience with French. No textbook is required for this class; all materials will be provided by the instructor. TWA
Course: LAN088 16 Hours
$109 + $111 fee = $220; NMR add $140
Online: Structured Remote
CRN#: 46788 8 Sessions M W 6/7-6/13 7-9 p.m.

French Brush-Up II
If you have completed at least two years of study, this level is appropriate. Participate in fun, dynamic conversation and interactive exercises to keep your skills fresh. You will review grammar that you just haven’t quite absorbed. No textbook is required for this class; all materials will be provided by the instructor. TWA
Course: LAN089 16 Hours
$109 + $111 fee = $220; NMR add $140
Online: Structured Remote
CRN#: 46789 8 Sessions T R 6/7-6/13 7-9 p.m.

French Brush-Up III
If you have completed at least 3-4 years of study and have some degree of comfort and fluency in French this level is appropriate. Class is conducted exclusively in French. Participate in fun and relaxing conversation and interactive exercises to keep your skills fresh. Grammar is reviewed as needed or requested by participants. No textbook is required for this class; all materials will be provided by the instructor. TWA
Course: LAN148 16 Hours
$109 + $111 fee = $220; NMR add $140
Online: Structured Remote
CRN#: 46792 8 Sessions T R 6/8-7/1 3-5 p.m.

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. Please check the MC Bookstore for details regarding textbooks. TWA
Course: LAN047 22 Hours
$133 + $128 fee = $261; NMR add $140
Online: Structured Remote
CRN#: 46770 12 Sessions W 5/26-6/18 7-9 p.m.

French—Advanced (6 weeks)  NEW
This course is designed for nonnative French speakers with an excellent command of the spoken language. Conducted exclusively in French, emphasis is placed on participation in extended topics of choice. Student oral presentations are followed by class dialogue. Grammar is reviewed as necessary. TWA
Course: LAN241 12 Hours
$85 + $90 fee = $175; NMR add $120
Online: Structured Remote
CRN#: 46796 6 Sessions T 5/25-6/19 2-4 p.m.
CRN#: 46797 6 Sessions W 5/26-6/20 12:30-2:30 p.m.
German Conversation and Grammar Review #2 (6 weeks)  
NEW
This course is intended for students with a foundation in intermediate German grammar. Develop improved fluency through extended discussions based on readings and conversational topics. Practice conversation, review grammar, and increase vocabulary. Demonstrate reading and listening comprehension. Please check the MC Bookstore for details regarding textbooks. TWA
Course: LAN260  12 Hours  $85 + $90 fee = $175; NMR add $120  
Online: Structured Remote  
CRN#: 46801  6 Sessions  R  5/27-7/1  6-8 p.m.

German Conversation and Literature  
NEW
This course is intended for students who have completed at least German II—Part 1 or who are able to comprehend, speak, read, and write in simple German, using the present tense and the infinitive. In this multi-level, intermediate-advanced German course, students will be assigned to a group based on their level: Level 1—Review the infinitive and present tense and develop skills in basic conversation and comprehension, reading simple texts from a variety of sources including newspapers and text books. Level 2—Review the future tense and new vocabulary, and read a fiction book in easy German, as well as newspapers and authentic material from other sources. In both levels, students will be working in small groups, prepare presentations, and engage in class discussions. Please check the MC Bookstore for details regarding textbooks. TWA
Course: LAN259  12 Hours  $85 + $90 fee = $175; NMR add $120  
Online: Structured Remote  
CRN#: 16608  6 Sessions  R  7/8-8/12  6-8 p.m.

Hebrew

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. Class will be held online via Zoom. Please check the MC Bookstore for details regarding textbooks: https://www.bkstr.com/montgomerycollegestore/home. TWA
Course: LAN226  22 Hours  $133 + $128 fee = $261; NMR add $140  
Online: Structured Remote  
CRN#: 46889  12 Sessions  R  5/27-8/12  5-7 p.m.

Italian

Italian II—Part 2
This is a continuation of Italian II—Part 1, suitable if you have at least one year of experience and a good knowledge of present, past, and future tenses. You will begin developing fluidity in conversation and written language as you learn to express polite requests, preferences, probability, and wishes. Italian cultural topics are discussed. Please check the MC Bookstore for details regarding textbooks. TWA
Course: LAN187  12 Hours  $85 + $90 fee = $175; NMR add $120  
Online: Structured Remote  
CRN#: 16607  6 Sessions  M W  7/12-7/28  7-9 p.m.

Italian II—Part 2
This is a continuation of Conversational Italian for Travelers. It is appropriate if you have just completed Conversational Italian for Travelers or have a little life experience or study in basic Italian. You will continue to practice basic exchanges to improve speaking and listening communication skills. Please check the MC Bookstore for details regarding textbooks. TWA
Course: LAN075  22 Hours  $133 + $128 fee = $261; NMR add $140  
Online: Structured Remote  
CRN#: 46782  12 Sessions  T  5/25-8/10  7-9 p.m.

Spanish

Spanish Brush-Up I
If you have completed two semesters of study or have some basic experience in Spanish this course is appropriate. You can refine skills already learned and get questions answered through fun, dynamic and relaxing conversation and other interactive exercises. This level is not recommended if you have no prior experience with Spanish. No textbook is required for this class; all materials will be provided by the instructor. TWA
Course: LAN085  16 Hours  $109 + $111 fee = $220; NMR add $140  
Online: Structured Remote  
CRN#: 46785  8 Sessions  M W  6/7-6/30  10 a.m.-12 p.m.
Spanish Brush-Up II
If you have completed at least two years of study, or have some proficiency in Spanish, this level is appropriate. Participate in fun and relaxing conversation and interactive exercises to keep your skills fresh and review that grammar that you just haven’t quite absorbed. No textbook is required for this class; all materials will be provided by the instructor. TWA
Course: LAN086 16 Hours
$109 + $111 fee = $220; NMR add $140
Online: Structured Remote
CRN#: 46786 8 Sessions M W 6/7-6/30 2-4 p.m.
CRN#: 46787 8 Sessions T R 6/8-7/1 7-9 p.m.

Spanish Brush-Up III
If you have completed at least 3-4 years of study and have some degree of comfort and fluency in Spanish this level is appropriate. Class is conducted exclusively in Spanish. Participate in fun and relaxing conversation and interactive exercises to keep your skills fresh. Grammar is reviewed as needed or requested by participants. No textbook is required for this class; all materials will be provided by the instructor. TWA
Course: LAN111 16 Hours
$109 + $111 fee = $220; NMR add $140
Online: Structured Remote
CRN#: 46790 8 Sessions T R 6/8-7/1 12:30-2:30 p.m.
CRN#: 46791 8 Sessions T R 6/8-7/1 7-9 p.m.

Spanish I—Part 1
This course is an introduction to spoken Spanish. You will learn introductory-level vocabulary and grammar so that you can begin to engage in practical everyday communications. Topics include greetings, polite expressions, asking and answering questions, and exchanging personal information. The present tense of regular verbs is introduced. Please check the MC Bookstore for details regarding textbooks. TWA
Course: LAN009 22 Hours
$133 + $128 fee = $261; NMR add $140
Online: Structured Remote
CRN#: 16565 12 Sessions T 5/25-8/24 7-9 p.m.
CRN#: 16566 12 Sessions R 5/27-8/12 1-3 p.m.

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. Please check the MC Bookstore for details regarding textbooks. TWA
Course: LAN010 22 Hours
$133 + $128 fee = $261; NMR add $140
Online: Structured Remote
CRN#: 46765 12 Sessions M 5/24-8/23 7-9 p.m.
CRN#: 46766 12 Sessions W 5/26-8/11 2-4 p.m.
No class 5/31, 7/5

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. Please check the MC Bookstore for details regarding textbooks. TWA
Course: LAN011 22 Hours
$133 + $128 fee = $261; NMR add $140
Online: Structured Remote
CRN#: 46767 12 Sessions R 5/27-8/12 7-9 p.m.

Spanish III—Part 1
This class is for anyone with intermediate to advanced language skills who is able to follow either the Spanish dialogues or subtitles. Enhance your Spanish language knowledge through movies from a variety of countries. Explore regional differences in accents, cadences, as well as idioms, grammar and vocabulary. TWA
Course: LAN174 22 Hours
$190 + $135 fee = $325; NMR add $160
Online: Structured Remote
CRN#: 46793 12 Sessions M W 5/24-7/7 7-9 p.m.
No class 5/31, 7/5

Spanish in Our Community/
Español en Nuestra Comunidad
(6 weeks)
This conversational course, conducted entirely in Spanish and intended for intermediate to advanced level Spanish students, aims to improve language fluency, while raising awareness of the nearly one million people of Hispanic origin who live in the DC metro region. Multimedia excerpts from local Spanish media, weekly community calendars and news events are used to generate discussion on social, political, and economic challenges facing the Hispanic population. Each week features a guest from a different sector in the greater Hispanic community to share their immigration story and engage the class in conversation. Activities are supplemented with reading, writing, and grammar exercises. TWA
Course: LAN258 12 Hours
$85 + $90 fee = $175; NMR add $120
Online: Structured Remote
CRN#: 46800 6 Sessions W 5/26-6/30 3-5 p.m.

Spanish Through Cinema
This class is for anyone with intermediate to advanced language skills who is able to follow either the Spanish dialogues or subtitles. Enhance your Spanish language knowledge through movies from a variety of countries. Explore regional differences in accents, cadences, as well as idioms, grammar and vocabulary. TWA
Course: LAN174 22 Hours
$190 + $135 fee = $325; NMR add $160
Online: Structured Remote
CRN#: 46793 12 Sessions M W 5/24-7/7 7-9 p.m.
No class 5/31, 7/5
Writing

How To Publish Your Book
Everyone has a story to tell! Join us for How To Publish Your Book and learn successful tips and tactics to help yourself become a published author. Whether this is your first book, or you have a series of novels, your success in the writing game will be determined by the amount of credible publishers attached to you and your work. How to Publish Your Book, taught by a published author, will help you gain that credibility. Discover powerful shortcuts, tips, and ways to put you ahead in the game. Topics that will be covered are the publishing process, marketing and promotion stages, and finally the book selling process. If you are ready to become a writer and author, this step-by-step course will give you all the tools you need to get published. TWA

Course: WRT213 10 Hours
$60 + $90 fee = $150; NMR add $120
Online: Distance Learning
CRN#: 16471 5 Sessions
7/10-8/7 Online 24/7

Novel Writer's Boot Camp
Here it is by popular request! This class is designed to support novel writers through the creation of their first drafts. Each class will combine lecture topics with trouble shooting, goal setting, and group critique. Well discuss the nuts and bolts of getting that first draft done: getting started, writing methods, outlines versus road maps, researching, revising, and more. You'll have an opportunity to set goals and receive support from fellow writers. You'll also have a chance to receive students feedback on short excerpts of your work. You can re-register for this class each semester until your book is done. Its the support you've been looking for to get you through that first draft! TWA

Course: WRT169 10 Hours
$70 + $80 fee = $150; NMR add $120
Online: Distance Learning
CRN#: 46629
6/8-7/13 Online 24/7

Wordiness-When Just a Few Words Will Do
Do you find yourself writing sentences that are too long? Have you ever re-read a sentence and struggled to finish it in one breath? Wordiness is one of the most common mistakes that happens when a writer, either intentionally or unintentionally, uses far too many words. In this course, students will learn what filler words are and how to eliminate the use of them, how to stop using unnecessarily complex or abstract words. TWA

Course: WRT212 9 Hours
$70 + $65 fee = $135; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 16470 3 Sessions
7/15-7/29 6:30-9:30 p.m.

Writing For Impact
Have you always wanted to organize your thoughts in a clear and concise manner, that will allow your ideas to have impact on your readers. Do you want to improve your writing skills by learning to select and use appropriate formats for your audience, and adjust your writing style accordingly. This writing course will give you an array of writing tools to identify your objective and communicate it clearly, learn to spot, correct, and avoid the most common writing pitfalls. You will gain valuable experience analyzing, writing, and revising a variety of documents, so that you will be able to write with impact. TWA

Course: WRT211 12 Hours
$70 + $95 fee = $165; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 46727 4 Sessions
6/3-6/24 6:30-9:30 p.m.

Structured Remote (SR) vs Distance Learning (DL)
Structured Remote (SR) classes will meet at a designated meeting date and time with the possibility of transitions to in-person classroom teaching.
Distance Learning (DL) classes are at your leisure during the semester and will not transition to in-person classes.

Hybrid (In person & DL or SR)
Classes will meet online either through Structured Remote (SR) or Distance Learning (DL) along with face to face meetings on campus.
See page 2 for more information.
Writing for Pleasure

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
$100 + $95 fee = $195; NMR add $120

Online: Distance Learning
CRN#: 46623  1 Session
6/5-7/31  Online 24/7
No class 7/3

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
$35 + $85 fee = $120; NMR add $120

Rockville Campus
CRN#: 16458  2 Sessions  T R
7/20-7/22  6:30-9:30 p.m.

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
$35 + $85 fee = $120; NMR add $120

Rockville Campus
CRN#: 16468  2 Sessions  T R
8/3-8/5  6:15-9:15 p.m.

Ed2go

Bringing Education to YOU!
Each Ed2go course comes equipped with a patient and caring instructor. Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more. You can complete any course entirely from your home or office. Any time of the day or night.

Courses start as low as $120!

Visit www.montgomerycollege.edu/wdce/noncredit-online-courses for more information or call Janet Lane at 240-567-6938. E-mail your inquiries to ed2go@montgomerycollege.edu.

www.ed2go.com/mcdistance
Adult English for Speakers of Other Languages (ESOL)

The Adult ESOL Program has six levels, and provides basic English language and life skills instruction to Maryland residents, whose native language is not English. This program is unable to provide services to F1 and J1 visa holders. Please see the FAQ section of our website for more details.

**Registration Guidelines:**

1. You must live in Maryland to register for classes.
2. Students must be 18 years of age or older at the time of registration.
3. Students 18 years of age must provide official documentation of school withdrawal.
4. All new students must register online.
5. Students must take a writing, a reading, and a speaking placement test online.
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:** [www.montgomerycollege.edu/wdce/aelg](http://www.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
- for information in Mandarin, press 6

**COVID-19 Updates:** All classes and registrations will be held via online/remote instruction. Please see website for updates.

**Early Morning Classes**

<table>
<thead>
<tr>
<th>School</th>
<th>Registration</th>
<th>Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online: Structured Remote</td>
<td>See website</td>
<td>Monday–Friday 7:00 a.m.–9 a.m.</td>
</tr>
</tbody>
</table>

**Day Classes**

<table>
<thead>
<tr>
<th>School</th>
<th>Registration</th>
<th>Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online: Structured Remote</td>
<td>See website</td>
<td>Monday–Friday 9:05 a.m.–11:05 a.m.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Monday–Friday 11:10 a.m.–1:10 p.m.</td>
</tr>
</tbody>
</table>

**Evening Classes**

<table>
<thead>
<tr>
<th>School</th>
<th>Registration</th>
<th>Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online: Structured Remote</td>
<td>See website</td>
<td>Monday, Tuesday, Wednesday, &amp; Thursday 6:30 p.m.–9:30 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 movie theatre 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 orientation/registration. Some services may require a longer set up time, so we do encourage students to contact the disability support services office as soon as possible.

* 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, the U.S. Dept. of Education and the Montgomery County Government.*
**Registration Guidelines:**

| 1. You must live in Maryland to register for classes. | 6. Choose a location offering class at a time you can attend. |
| 2. Students must be 18 years of age or older at the time of registration. | 7. Go there in person to register and get tested. |
| 3. Students 18 years of age must provide official documentation of school withdrawal. | 8. If there is no room in the class for you, we will put your name on a waiting list for another class. |
| 4. All new students must register in person, and bring a picture ID | 9. Students in GED® test preparation level classes must pay tuition. |
| 5. Do not bring children to registration, testing, or class. | 10. All students purchase their own textbooks. |

**Community Information Session:**

Come and get information about the GED® test preparation program. You will learn about classes and the GED® test, how long it takes to prepare, and what you need to do to register for classes or the GED® test. You do not need to register for this event. The meeting includes time for questions and answers. **We strongly recommend that you go to a session.** Attending does not mean you are registered for classes. Please note, no childcare is provided for the meeting.

**Community Information Sessions will be at:**

<table>
<thead>
<tr>
<th>Location</th>
<th>Dates</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>COVID-19 Updates: All classes and registrations will be held via online/remote instruction. Please see website for updates.</td>
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<td><a href="https://www.montgomerycollege.edu/ged">https://www.montgomerycollege.edu/ged</a></td>
<td></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.

**COVID-19 Updates: All classes, and registrations will be held via online/remote instruction. Please see website for updates.**

**Day Classes**

- Online: Structured Remote
  - www.montgomerycollege.edu/ged
  - Monday–Thursday 9 a.m.–12 p.m.

**Evening Classes**

- Online: Structured Remote
  - www.montgomerycollege.edu/ged
  - Monday–Thursday 6:30 p.m.–9:30 p.m.

**Official GED Practice Test™**

For information about the Maryland state administration of the GED® test call 410-767-0936 or visit the website at http://www.dllr.maryland.gov/gedmd/

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.

**Locations:**

<table>
<thead>
<tr>
<th>John F. Kennedy High School</th>
<th>Montgomery College Germantown Campus 20200 Observation Drive Germantown, MD 20876</th>
</tr>
</thead>
<tbody>
<tr>
<td>1901 Randolph Road Silver Spring, MD 20902</td>
<td>Richard Montgomery High School 250 Richard Montgomery Drive Rockville, MD 20852</td>
</tr>
<tr>
<td></td>
<td>Thomas Edison High School of Technology 12501 Dalewood Dr. Silver Spring, MD 20906</td>
</tr>
<tr>
<td>Montgomery Blair High School 51 University Blvd., East Silver Spring, MD 20901</td>
<td>Montgomery College Takoma Park Campus 900 King Street Takoma Park, MD 20910</td>
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<tr>
<td></td>
<td>Seneca Valley High School 19401 Crystal Rock Dr. Germantown, MD 20874</td>
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<td></td>
<td>Sligo Middle School 1401 Denis Ave. Silver Spring, MD 20902</td>
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<td></td>
<td>White Oak Middle School 12201 New Hampshire Ave. Silver Spring, MD 20904</td>
</tr>
<tr>
<td>Gaithersburg High School 101 Education Blvd. Gaithersburg, MD 20877</td>
<td>Montgomery College Rockville Campus 51 Mannakee Street Rockville, MD 20850 Gudelsky Bldg., Corner of N. Campus Dr. &amp; Route 355</td>
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<tr>
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<td>Westfield South (Wheaton) 11002 Veirs Mill Road, Suite 210 Silver Spring, MD 20902 (Use front entrance, across from the parking garage)</td>
</tr>
<tr>
<td>John F. Kennedy High School 1901 Randolph Road Silver Spring, MD 20902</td>
<td>Montgomery College Rockville Campus 51 Mannakee Street Rockville, MD 20850 Gudelsky Bldg., Corner of N. Campus Dr. &amp; Route 355</td>
</tr>
<tr>
<td></td>
<td>Westfield South (Wheaton) 11002 Veirs Mill Road, Suite 210 Silver Spring, MD 20902 (Use front entrance, across from the parking garage)</td>
</tr>
</tbody>
</table>

*Westfield South: 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, 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 orientation/registration. Some services may require a longer set up time, so we do encourage students to contact the disability support services office as soon as possible.

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, the U.S. Dept. of Education and the Montgomery County Government.
Additional AELG Courses

The Adult ESOL Program provides basic English language and life skills instruction to Maryland residents whose native language is not English.

<table>
<thead>
<tr>
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<th>ESOL for Customer Service Jobs</th>
<th>ESOL for Healthcare Jobs</th>
<th>ESOL for Bridge to IT Jobs</th>
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</thead>
<tbody>
<tr>
<td>Learn the English and basic skills you need to work in entry-level building trades jobs.</td>
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<tr>
<td>Improve English-speaking skills and learn basic skills needed to enter the retail and customer service industry.</td>
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<td></td>
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</tr>
<tr>
<td>Learn the English and basic skills you need to work in entry-level healthcare jobs.</td>
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<tr>
<td>Learn English, study, and workplace readiness skills for careers in technology.</td>
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<tr>
<td>Are you looking for a new job or a better job in carpentry, heating/air conditioning, or electricity?</td>
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<tr>
<td>Do you want to work in the sales and service industry?</td>
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<tr>
<td>Are you looking for a new job or a better job in healthcare?</td>
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<tr>
<td>Do you want to learn more about jobs and careers in the information technology field?</td>
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<tr>
<td>Do you want to learn more English for that job?</td>
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</tr>
<tr>
<td>Would you like to improve your English-speaking skills?</td>
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<tr>
<td>Would you like to learn medical vocabulary?</td>
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<tr>
<td>Do you like computers and want to improve your computer skills?</td>
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</tbody>
</table>

COVID-19 Updates: All classes and registrations will be held via online/remote instruction. Please see website for updates.

For up-to-date information and for more information, e-mail ESOL@montgomerycollege.edu or visit our website at www.montgomerycollege.edu/wdce/aelg.

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!

If interested, you must attend an Information/Registration Sessions
Please visit our website for dates and times.

Information/Registration Sessions will be held online. Please visit our website www.montgomerycollege.edu/wdce/citizenship for up-to-date information.

For more information call 240-567-8839, email Citizenshipprogram@montgomerycollege.edu.

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/tesol.html
Project Management Certificate

The NEW Montgomery College Project Management Certificate program will elevate your skills and provide you the knowledge to be a better project manager. We combine our expert and experienced faculty with affordable and practical courses to help make YOU stand out in the project management field. The program will incorporate fundamental PM knowledge, predictive and agile approaches, and concept deep dives through a series of required and elective courses.

Courses for a certificate are (see page 55 for course details):

1. **PM101: Methodology and Overview**
2. **PM102: Practical Application of Predictive Project Management**
3. **PM103: Practical Application of Agile Project Management**
4. **PM104: Interpersonal Skills for Project Management Practitioners**
5. **Elective choice. (Information released during summer on website)**

Get Information, schedule and costs at
www.montgomerycollege.edu/wdce/projectmanagement

Interested in a Project Management Institute certification preparation course? Go to
www.montgomerycollege.edu/wdce/projectmanagement/pmi.
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Montgomery College now offers UGotClass!

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: www.montgomerycollege.edu/wdce/noncredit-online-courses/
Nonprofit Leadership Boot Camp

Application cycle is open for the Fall 2021 Boot Camp.

Join us as we delve deeper to understand nonprofits in a fun and creative setting.

Our current experiences with a global pandemic and broad-scale social movements have amplified the need to deeply understand what it takes to create change and design organizational structures that have efficacy and can effectively adapt to rapidly, and at times dramatically, changing environments.

Priority consideration date is Wednesday, August 18, 2021.
SAVE THE DATE

Advanced Placement Summer Institute 2021
6/21–6/25 • Monday–Friday • 9 a.m.–4 p.m.

Designed for educators in teaching Advanced Placement® courses.

The Advanced Placement Summer Institute (APSI) offers 30+ hours of subject specific professional development that equips new and experienced teachers with content and resources to enhance their teaching of AP® courses. The APSI provides a unique opportunity for teachers to exchange ideas and information with peers. $650 + $95 fee = $745; NMR add $5

API001 AP Biology
API003 AP Music Theory
API005 AP English Language and Composition
API006 AP English Literature and Composition
API010 AP Statistics
API011 AP World History
API012 AP US Government and Politics
API014 AP US History
API015 AP Calculus AB

For more information, please check out website at www.montgomerycollege.edu/wdce/advanced-placement-summer-institute.

CLEP: An Inexpensive Way to Translate Knowledge into College Credit

CLEP is a way to receive credit for what you already know by earning qualifying scores on any of the 33 exams that are offered.

Due to COVID-19, CLEP testing at our GBTC testing site is currently suspended. We look forward to serving you soon.

Please visit www.collegeboard.org/clep to find open testing centers. Scores can still be sent to Montgomery College to appear on your transcript. Email us at: clep@montgomerycollege.edu with questions.
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Improve your Photography Skills with our focused 5-week classes:

- Landscape Photography
- Portrait Photography
- Adobe Lightroom: Photo Editing
- Digital Photography Basics
- Smartphone Photography

See course listings on page 14.

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JUST ADDED TO THE SUMMER 2021 SCHEDULE!
Pre-algebra/Algebra Fast Track
For students who need a review of pre-algebra and algebra topics in order to improve math placement.
See our website for full information on class offerings and pricing.
Course: WPS081 30 Hours
46888  6/7-6/25  M–F  6:30-8:30 p.m.
16648  7/26-8/13  M–F  6:30-8:30 p.m.
Course: WPS082 28 hours
16649  6/28-7/16  M–F  6:30-8:30 p.m.  No Class 7/5

What's Happening
Summer 2021
Visited our website often for up-to-date course information.
Most Summer 2021 classes will be held online through Distance Learning or Structured Remote teaching for the entire semester. Decisions to move into future phases will depend on state and county guidelines. See full details of the plan and the phases, including resources for students, employees, and the community, at MC Resilient: www.montgomerycollege.edu/resilient-mc/index.html.
Distance Learning (DL) are offered completely online and allow students to learn independently, on their own schedules, as they meet specific deadlines and complete assignments. Instructors guide students’ learning with lessons, activities, and feedback through a Blackboard course site
Structured Remote (SR) are scheduled on specific days and at specific times. Students meet as a class remotely through Zoom or Blackboard Collaborate; instructors will tell students which software to use. Students complete reading and assignments according to the course schedule. Class sessions take place in real time, and the instructor leads course sessions.
Hybrid (face to face & DL or SR) are listed in the course schedule with specific times and locations. Some meetings will happen online via structured remote or distance learning along with some on-campus meetings. Note: on campus meetings will be reevaluated closer to spring break.
Course in Building Trades, Health Sciences, and Workforce Technologies may meet on campus. Safety measures will be in place to protect students and employees. If you are required to come to campus, follow the Health and Safety Guidance found on the web at: https://www.montgomerycollege.edu/coronavirus/return-to-campus-health-safety.html
More information on instruction types can be found on the web at https://www.montgomerycollege.edu/coronavirus/student-guidance.html#instruction.
Summer Youth Programs
Montgomery College Youth Programs provides high quality summer courses with cutting edge, integrated skills.

Summer 2021 offers more than 250 fun filled summer camps for grades 1–12. Many of our favorites are back including Abrakadoodle, Black Rocket, Computer Skills and Programming camps, and Engineering skills, Yang Academy of Math and Science, Study and Testing Skills for School Success camps, as well as the ever popular Circus Camp, Legal Eagles, and many more.

www.montgomerycollege.edu/youth

NEED HELP LOOKING FOR A CAREER?
CAREER COACH CAN HELP!

Career Coach is an online search tool that will help you find a good career by providing the most current data on wages, employment, job postings, and associated education and training for our region.

For more information, go to https://montgomerycollege.emsiccc.com

School Year Youth Programs at Montgomery College!
Providing high-quality programs that are educational, engaging, and fun!

Due to the uncertainty of COVID-19 restrictions, please check our website for up-to-date program information. www.montgomerycollege.edu/youth.

Kids’ College
Enrichment courses for students in Grades K–12 (grades may differ, depending on course offerings.) Courses are offered after school and on Saturdays on the Germantown, Rockville, or Takoma Park/Silver Spring Campus.

Black Rocket
Black Rocket provides unique enrichment and educational programs to children and young adults offering distinct programs in Creative Sciences, Digital Arts, and Leadership. Each course emphasizes self-empowerment, cognitive reasoning, and divergent thinking through hands-on learning.

Enrichment programs for youth grades K–12

Abrakadoodle
The Abrakadoodle mission is to enhance the lives of children by creating an educationally rich learning environment that ignites their imaginations and leads them to discover their own unique creativities, talents and abilities.

Piano
Piano Fun for Grades K–6. Lessons range from beginner to advanced. These are small group lessons. Classes run for about three months in the Fall or the Spring.

For a full list of our school year programs and up-to-date information, please visit www.montgomerycollege.edu/youth.
Academic Programs and 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.
Services for Students with Disabilities

Montgomery College complies with the provisions of Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2009. The College provides accommodations, access to facilities, programs, activities, and services for qualified students with documented disabilities. Accommodations are determined on a case-by-case analysis based on information provided by a qualified professional.

If you need support services due to a disability, please contact Natalie Martinez, WDCE Disability Support Services Counselor, to schedule an appointment, phone 240-567-4118, e-mail natalie.martinez@montgomerycollege.edu, Fax: 240-567-5163 at least two 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 print deaf text version is available at the Rockville, Takoma Park/Silver Spring and Germantown Campus libraries.

Students Under 16

Students must be 16 or older, or have permission of the program area by the start date of class, in order to participate. Call 240-567-5188 for more information.

Co-Listed Classes

Classes marked with this code [CoL] are co-listed. They are offered so that students may register either for credit or continuing education (noncredit) status. Co-listing gives students an option to choose the best path for their educational needs. Each section includes both credit and noncredit students. For students seeking credit classes, please consult the credit course schedule. The expectations for attendance, participation, and effort are the same for all students. Instructors will announce policies concerning class activities.

If you have registered as a noncredit student in a co-listed course and you wish to change from noncredit to credit status, you will have one day after the class has begun to do so. After that, you are committed to your path as a noncredit student for the remainder of the course. If the course has a required assessment level to be a credit student, you must first complete the assessment testing and meet the appropriate assessment level before you can change to credit status. Dates for co-listed classes may reflect the actual credit term dates. Please check the day on your calendar for the actual start date of your class.

Parking Regulations

Each person associated with the College who parks a vehicle on any Campus of the College or any property owned, leased, maintained, or operated by the College must register the vehicle regardless of its ownership. Students, faculty, staff and visitors must abide by college traffic regulations. The College reserves the right to issue a citation or tow, at the owner’s risk and expense, any unregistered vehicle parked in violation.

Instructions for Parking Permits:

Students parking a vehicle on any Campus of the College (Rockville, Germantown and Takoma Park/Silver Spring) while attending a program will receive a temporary (15 day) parking permit with their class confirmation materials. If you register via the web, your printed confirmation or registration history will serve as a parking permit until you can print out the WDCE Student Temporary Parking Permit. The parking permit is free to students but you must register your vehicle.

All Students registered for WDCE 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 and Materials

Textbooks/course materials: Purchase textbooks and/or course materials at the Campus where your class will be held. For classes held at the Gaithersburg Business Training Center, Distance Education and Learning Technologies (DELT), and off-Campus MCPS locations, please use the Rockville Campus MC Books & More; for classes at Westfield South use the Takoma Park/Silver Spring Campus MC Books & More. You do not need to go to a Campus store to make your purchase. You may purchase your textbooks/course materials online to have your purchases mailed to you. To order online or to find out more details about purchases, buybacks, returns, contact information, ebooks, rentals, and more, visit the College’s MC Books & More website at www.montgomerycollege.edu/bookstore or call the main number 240-567-5302. MC Books & More and the Cafritz Art Store & More are the Official Montgomery College Bookstores.

For information specific to WDCE, 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

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.

Scholarship Opportunities

For detailed information regarding scholarship opportunities and how to apply, visit https://www.montgomerycollege.edu/workforce-development-continuing-education/wdce-scholarships/index.html

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.
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: www.montgomerycollege.edu/wdce/registrations.html.

Registration will not be processed without appropriate payment.

Option 1: In-Person Registration
A completed form with payment may be submitted in person at any of these Montgomery College Campus registration areas:

Gaithersburg Business Training Center
Room 400
8:30 a.m.–9 p.m. (M–R)
8:30 a.m.–4:30 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.–10 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.

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 or returning student.

Option 3: Mail Registration
Send completed form with payment for total due to Montgomery College, WDCE, 51 Mannakee St., Rockville, MD 20850.

Option 4: Fax Registration
Fax completed form with payment information to WDCE at 240-683-6945.

Due to COVID-19, students CANNOT register in person until restrictions are lifted. Please visit montgomerycollege.edu/wdce/esl for more information or see page 5 of this schedule.

Policy

The following are general guidelines taken from the College policy on residency for tuition purposes. A complete copy of the policy is available in the Montgomery College Catalog.

A. Students attending Montgomery College will pay tuition according to their residency classification.

To qualify for in-state tuition, a student must be a U.S. Citizen, Permanent Resident or have a qualifying Visa status.

B. To qualify, for tuition purposes, as a resident of the state of Maryland, legal domicile must have been maintained for a period of not less than three months prior to the first regularly scheduled class for the semester; unless you are a member of the Military covered under HB935.

C. The domicile of a person registering in a noncredit course at Montgomery College shall be considered as a person’s permanent place of abode, where physical presence and possessions are maintained, and where he/she intends to remain indefinitely.

Refund Policy

Refunds are paid at 100% for classes canceled, dropped online, or in person (using a Drop Form), prior to the start date of the class. Refunds are also paid at 100% if class is dropped prior to the Refund Date printed on your registration confirmation. DO NOT drop classes online on or after the day the class begins; you will not receive a refund. APPE students must call 240-567-7262 for refund/withdrawal instructions. Refunds for open enrollment classes will go to the registered student of record. For the Drop Form and more information, visit www.montgomerycollege.edu/wdce/register/refundpolicy.html.

Due to COVID-19, face-to-face registrations are not available until the restrictions are lifted.

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.

Tuition Installment Plan (TIP)

The Tuition Installment Plan (TIP) may allow students to pay registration charges in several payments; some restrictions apply. Each term is independent and must be enrolled in separately. A nonrefundable fee is required to participate in TIP. Students must register online during the TIP enrollment period prior to the close date indicated for each plan. Only courses with a TIP code have a tuition installment plan available. For more information go to www.montgomerycollege.edu/wdce/registerops.html

Tuition Waiver

Only noncredit courses designated “tuition waiver applies” in each publication will be available for tuition waiver. This statement appears in each applicable course description. Only tuition is waived; required fees must be paid by the student. Documents must be received at time of registration.

Senior Tuition Waiver (TWA): Maryland residents 60 years or older by the start date of the class may have tuition waived.

Disability Tuition Waiver: Please go to montgomerycollege.edu/wdce/register/disabilitywaiver.html for information.

National Guard Tuition Waiver: If you are currently a member of the Maryland National Guard and are enlisted for at least a 24-month period, you are eligible for a 50 percent tuition waiver. You must submit proof of such from the adjutant general’s office.

VA-Approved Course: Courses indicated with this VAA code are approved for VA educational benefits under Title 38, U.S.C., Section 3676. (Post 9/11 GI Bill). For more information, visit www.montgomerycollege.edu/wdce/registerops.html

Questions?
Call 240-567-5188.
Course Locations

Activity Center at Bohrer Park
506 S. Frederick Avenue
Gaithersburg, MD 20877

Adventist HealthCare Shady Grove Medical Ctr
9901 Medical Center Drive
Rockville, MD 20850

Agricultural History Farm Park
18400 Muncaster Road
Derwood, MD 20855

Asbury Methodist Village
301 Russell Avenue
Gaithersburg, MD 20877

Brooke Grove Nursing and Rehab Center
18131 Slade School Road
Sandy Spring, MD 20860

Bethesda-Chevy Chase Regional Service Ctr
4805 Edgemoor Lane, 2nd Fl.
Bethesda, MD 20814

Davis Library
6400 Democracy Blvd.
Bethesda, MD 20817

Gaithersburg Business Training Center (MC)
Montgomery College
12 S. Summit Avenue
Gaithersburg, MD 20877

Gaithersburg Driving Range
14 Firstfield Road (14 FR)
Gaithersburg, MD 20878

Gaithersburg Library
18330 Montgomery Village Ave.
Gaithersburg, MD 20879

Germantown Campus (MC)
20200 Observation Drive
Germantown, MD 20876

Holy Cross Hospital Germantown
119801 Observation Drive
Germantown, MD 20876

Holy Cross Hospital Silver Spring
1500 Forest Glen Road
Silver Spring, MD 20910

Ingleside at King Farm
701 King Farm Blvd.
Rockville, MD 20850

Kensington Park Library
4201 Knowles Avenue
Kensington, MD 20895

Kensington Park Senior Center
3620 Littledale Road
Kensington, MD 20895

La Madeleine—Pike and Rose
11610 Old Georgetown Road
Rockville, MD. 20852

La Madeleine—Old Georgetown Rd.
7607 Old Georgetown Road
Bethesda, Md 20814

Twinbrook Public Library
202 Meadow Hall Drive
Rockville, MD 20851

Westfield South (MC)
11002 Veirs Mill Road
Suite 306
Wheaton, MD 20902

Wheaton Library
11701 Georgia Avenue
Wheaton, MD 20902

For Montgomery County Public School locations, go to www.montgomerycollege.edu/wdce/mcps/locations.html.

Building Abbreviations
BE  Bioscience Education Center
CC  Campus Center
CF  Cafritz Arts Center
CH  Child Care Center
CM  The Commons
CS  Computer Science Building
CU  Communication Arts Center
FH  Falcon Hall
GU  Gudelsky Institute for Technical Ed.
HC  Health Sciences Center
HS  Humanities and Social Sciences
HT  High Technology and Science Center
HU  Humanities
MK  Mannakee
MP  Mathematics Pavilion
MU  Music
P1  Pavilion One
P2  Pavilion Two
P3  Pavilion Three
PE  Physical Education
PG  Physical Education
PK  Paul Peck Academic and Innovation
RC  Resource Center
SA  Sciences and Applied Studies
SB  South Campus Instructional Building
SE  Science East
SN  Science North
SW  Science West
TC  Technical Center
TT  Interim Technical Training Center

Room Numbers
Room numbers will be printed on your registration receipt for classes held on our Campuses. Please be sure to keep the receipt for your records. Room numbers can also be found online.

How to Read Course Description

Course Title
Easy Breezy Summer Cooking

Course Description
Get a taste of summer 2021! Learn quick and easy summer dishes, entrees and snacks. You will make a collection of healthy, quick and easy recipes.

Course #    Course Hrs
Course: SPP530 15 Hours

Tuition and Fees
$160 + $69 fee = $229; NMR add $140

Location
Online: Structured Remote

CRN #    # of Sessions    Day(s)
CRN#: 16598 10 Session    R
Date(s)    Time
6/17-8/19 10 a.m.-11:30 a.m.
REGISTRATION FORM
Workforce Development and 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 240-683-6945.
Mail completed registration form with payment to WDCE Registration, 51 Mannakee Street, CC 220, Rockville, MD 20850.

College ID Number: M 2

Birthdate

Month - Day - Year

Sex □ Female □ Male

Last Name

First Name

Middle Initial

Address

House # and Street Name (Do NOT use P.O. Box or you will be charged Non-Md. resident fee.)

City

State

Zip

Apt. #

Home Phone

Work Phone

E-Mail

Have you attended MC before? □ Yes □ No

If you have ever taken a credit class at MC and the last class (credit or non-credit) you took at MC was more than 4 years ago, you must also complete and submit a Student Reactivation form found at: http://www.montgomerycollege.edu/studentforms.

How did you hear about us? □ Received brochure in mail □ Website □ Social media □ Advertisement □ On campus □ Other

MILITARY: If the military is paying for your course(s), you must submit the last 4 digits of your SSN.

STUDENTS WITH DISABILITIES

If you need support services due to a disability, call Workforce Development & Continuing Education at 240-567-4118 at least three weeks before class begins.

ETHNICITY: Choose one. (Disclosure not mandatory by Montgomery College, but is required by the U.S. Department of Education.)

□ Not Hispanic or Latino □ Hispanic or Latino

RACE: Choose all that apply, you may choose more than one. (Disclosure not mandatory by Montgomery College, but is required by the U.S. Department of Education.)

□ American Indian or Alaskan Native □ Asian □ Black or African American □ Native Hawaiian and other Pacific Islander □ White

□ U.S. Citizen □ Permanent Resident (Circle one: Green Card / Working Card) □ Other Immigration Status (used for tuition-setting purposes only)

CHECK ALL THAT APPLY:

□ I have been a Maryland resident [as defined in the Montgomery College Catalog] for at least three months.

□ I am 60 years of age or older. (Applicable to designated tuition waiver courses for Maryland residents only.)

□ I am a Maryland National Guard member enlisted for at least a 24 month period and submitting proof of such from the adjutant general's office.

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Refunds will go to the registered student of record.

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:

Credit Card Number

Expiration date on card

3 or 4 digit Security code on your card

Name on Card

Card holder signature required

Date

Montgomery College is an Equal Opportunity Affirmative Action Title IX institution.

Please do not email registration form with credit card information.

NOTE: Credit card information will be detached and disposed of promptly and properly after payment is approved.

6/13/2020
On-site Training for Your Employees in Mission-Critical Skills

Montgomery College Offers Corporate and Public Sector Group Rates — Cost-Effective Training By Top Industry Professionals —

Our team of expert professionals will meet with you to assess your needs, and customize training designed for your employees.

- Business Writing for Technology and Science Professionals
- Professional and Workplace Writing
- Project Management Professional Certification Training—PMP®
- Management and Leadership Training Program
- Cybersecurity Breach-Prevention Training for Employees
- Cybersecurity Skills and Certifications
- Interpersonal Communication Skills
- Powerpoint and Prezi Presentation Skills
- Human Resources for Supervisors
- Supervisory Skills Program
- Encouraging Innovation in the Workplace

Most of the courses offered by Workforce Development and Continuing Education can be customized for specific business or government needs.

Call today to see how we can help you and your employees.

For more information, contact: Steve Greenfield, Dean
Montgomery College Workforce Development and Continuing Education
Business Information Technology & Safety
steve.greenfield@montgomerycollege.edu • 240-567-2583

SAVE THE DATE
Advanced Placement Summer Institute 2021
6/21–6/25
Monday–Friday • 9 a.m.–4 p.m.

Designed for educators in teaching Advanced Placement® courses.

The Advanced Placement Summer Institute (APSI) offers 30+ hours of subject specific professional development that equips new and experienced teachers with content and resources to enhance their teaching of AP® courses.

The APSI provides a unique opportunity for teachers to exchange ideas and information with peers.

$650 + $95 fee = $745; NMR add $5

API001 AP Biology
API003 AP Music Theory
API005 AP English Language and Composition
API006 AP English Literature and Composition
API010 AP Statistics
API011 AP World History
API012 AP US Government and Politics
API014 AP US History
API015 AP Calculus AB

For more information, please check out website at
www.montgomerycollege.edu/wdce/advanced-placement-summer-institute.

NEW in Spring 2021
Montgomery College
Project Management Certificate

Montgomery College WDCE introduces the Project Management Certificate starting Spring 2021.

This program will elevate your skills and provide you the knowledge to be a better project manager. We combine our expert and experienced faculty with affordable and practical courses to help make YOU stand out in the project management field.

The Project Management Certificate Program will incorporate fundamental PM knowledge, predictive and agile approaches, and concept deep dives through a series of required and elective courses.

Get Information, schedule and costs at
www.montgomerycollege.edu/wdce/projectmanagement

Interested in a Project Management Institute certification preparation course? Go to
www.montgomerycollege.edu/wdce/projectmanagement/pmi.

Come Join Us!

Join us May 28, 2021 in Germantown, MD for the Disney Institute—Leadership Excellence program presented by the Disney Institute and sponsored by Montgomery College!

In this unique, one-day workshop, participants will learn Disney’s time-tested leadership strategies and methods for improving team productivity and business results.

May 28, 2021
8 a.m.–4 p.m.
Germantown Campus

Get more information about when registration opens at
www.montgomerycollege.edu/wdce/disney.

As to Disney artwork/properties: © Disney
Summer 2021 semester classes will be offered online.

Although classes in the brochure may reflect face-to-face meetings, please note, until further notice from the Montgomery County Leaders, classes will be taught online through Distance Learning or Structured Remote format. Classes will meet via Zoom and/or Blackboard learning systems. Therefore, you will need a computer, laptop, tablet, or smartphone camera ready with speakers, internet access and a browser that is current. See page 2 for details.

Resilient MC

Throughout the ongoing pandemic, Montgomery College has prioritized the health and safety of its students and employees above all else. As we move into the next phase of teaching, learning, and working, this will continue to guide all of our decisions about the structure of our education programs and delivery of key services.

Watch and listen to our Conversation with Leadership: Resilient MC, where MC President DeRionne Pollard and senior vice presidents shared how the college is planning for the next phase of its resilient response to COVID-19.