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

Registration Opens Nov. 25

SCHEDULE OF NONCREDIT CLASSES

WINTER/SPRING 2020
Montgomery College provides many courses that prepare individuals to sit for industry credential examinations. Further details may be found on the individual program websites.

**Business and Professional**
- Certified Associate in Project Management (CAPM®)
- Nail Technician
- Food Service Management (ServSafe®)
- Individual Tax Preparer
- LEED Green Associate
- National Apartment Association
- 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)

**Health Care**
- Basic Cardiac Life Support for Healthcare Providers
- Basic First Aid
- Certified Medical Assistant (CMA)
- Certified Nursing Assistant (CNA)
- CPR & AED
- CPR, AED & Basic First Aid Course
- Delegating Nurse Training for Assisted Living
- Healthcare Providers
- Fitness Certification/Fitness Professional
- Geriatric Nursing Assistant (GNA): CNA/GNA
- Medical Coder*
- Medicine Aide Update
- NCLEX RN Review
- Nurse Refresher
- Nursing*
- Nursing Refresher Program Course
- Personal Trainer Certificate
- Pharmacy Technician
- Phlebotomy Technician
- Physical Therapist
- RN Case Manager/Delegating Nurse Training for Assisted Living
- Train the Trainer: Preparing CNAs for Success

**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 Administrator Training
- 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 Recordkeeping 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

*Credit Program
American Pre-Academic and Professional ESL

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

Students MUST register IN PERSON, at least ONE WEEK BEFORE the first class starts, at any one of the following locations:
- Rockville Campus—Campus Center
  Room 220 CC
- Takoma Park/Silver Spring Campus—Cafritz Foundation Arts Center, Room 230 CF
- Gaithersburg Business Training Center—Room 400
- Germantown Campus—Social Sciences, Rooms 241 and 243 HS
- Westfield South in Wheaton—Room 306

How to Register for Class
You must take the Workforce Development and Continuing Education Assessment (ESLA). No appointment is necessary for the test. Test results and placement information are given by appointment. Please be sure to keep the appointment. You cannot register online, by fax, or by mail.

Testing dates for the Rockville Campus
Please come to Room 220 in Campus Center (2nd floor) at one of these times for testing:
- Monday 12/16 1 p.m.
- Tuesday 1/14 6:30 p.m.
- Thursday 1/16 10:30 a.m.
- Tuesday 1/21 10:30 a.m.
- Wednesday 1/22 6:30 p.m.

Testing dates for the Takoma Park/Silver Spring Campus
Please come to Room 230 in the Cafritz Foundation Arts Center at one of these times for testing:
- Tuesday 1/7 6:30 p.m.
- Wednesday 1/15 10:30 a.m.
  - The test takes almost two hours.
  - You do not have to make an appointment to take the test.
  - There is no charge to take the test.
  - You will be asked to come back another day to get your test results and course-level placement.
  - Take the test as early as you can because ESL classes fill up early.
  - Do not bring children to the test.

Communication Skills for English Language Learners 2
Improve your listening comprehension and vocabulary while increasing your ability to communicate in daily situations in English. Practice pronunciation patterns and learn strategies to help you better communicate in English. TWA

Course: ESL188
$370 + $70 fee = $440; NMR add $225

Rockville Campus
CRN#: 34132 24 Sessions M,W
2/3-4/29 12:30-2:30 p.m.
No class 3/16, 3/18
CRN#: 34133 24 Sessions T,R
2/4-4/30 12:30-2:30 p.m.
No class 3/17, 3/19

Communication Skills for English Language Learners 3
Improve your speaking, listening and pronunciation skills to communicate better in daily social and work situations. Learn strategies to start conversations in English and keep them going. TWA

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

Rockville Campus
CRN#: 34137 24 Sessions M,T,W,R
1/27-3/5 9:30-11:30 a.m.
CRN#: 34139 24 Sessions M,W
2/3-4/29 7-9 p.m.
No class 3/16, 3/18
CRN#: 34138 24 Sessions M,W
2/3-4/30 12:30-2:30 p.m.
No class 3/16, 3/18
CRN#: 34140 24 Sessions T,R
2/4-4/30 12:30-2:30 p.m.
No class 3/17, 3/19

Communication Skills for English Language Learners 4
Improve your speaking, listening and pronunciation to communicate more effectively in English. Practice using English to solve problems and learn to select appropriate vocabulary and intonation to better communicate your intended message. Discuss past and current events. TWA

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

Rockville Campus
CRN#: 34141 24 Sessions M,T,W,R
1/27-3/5 9:30-11:30 a.m.
CRN#: 34143 24 Sessions M,W
2/3-4/29 7-9 p.m.
No class 3/16, 3/18
CRN#: 34142 24 Sessions M,W
2/3-4/30 12:30-2:30 p.m.
No class 3/16, 3/18
CRN#: 34144 24 Sessions T,R
2/4-4/30 12:30-2:30 p.m.
No class 3/17, 3/19
CRN#: 34145 24 Sessions M,T,W,R
3/24-5/1 9:30-11:30 a.m.
Last class meets on Friday 5/1
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: ESL102
$370 + $70 fee = $440; NMR add $225
Rockville Campus
CRN#: 34147 24 Sessions M,W 2/3-4/29 12:30-2:30 p.m.
No class 3/16, 3/18
CRN#: 34148 24 Sessions M,W 2/3-4/29 7-9 p.m.
No class 3/16, 3/18
CRN#: 34146 24 Sessions M,T,W,R 3/24-5/1 9:30-11:30 a.m.
Last class meets on Friday 5/1

Conversation Workshop
Improve your ability to speak and understand English. Work on your pronunciation, and increase your vocabulary as you practice communicating in English about daily life and needs. TWA
Course: ESL202
$370 + $70 fee = $440; NMR add $225
Takoma Park/Silver Spring Campus
CRN#: 34149 24 Sessions M,W 2/3-4/29 12:30-2:30 p.m.
No class 3/16, 3/18

Pronunciation for Advanced
Beginning and Intermediate Students
Learn to better understand spoken English and to be better understood when speaking. Learn how to recognize and produce basic sound patterns of English. TWA
Course: ESL103
$235 + $65 fee = $300; NMR add $160
Rockville Campus
CRN#: 34089 12 Sessions T 2/4-4/28 7-9 p.m.
No class 3/17
CRN#: 34088 12 Sessions T,R 2/4-3/12 12:30-2:30 p.m.

Reading and Writing 1
For beginning students with some basic knowledge of English. Learn basic English grammar, write simple sentences and paragraphs, and read short simple texts. You will also practice speaking and listening. TWA
Course: ESL165
$520 + $90 fee = $610; NMR add $300
Rockville Campus
CRN#: 34090 34 Sessions M,T,W,R,F 1/27-3/12 9:30-11:30 a.m.
CRN#: 34091 27 Sessions T,R 2/4-5/12 6:30-9 p.m.
Last class on 5/12 meets 6:30-9:30 p.m.
No class 3/17, 3/19
Takoma Park/Silver Spring Campus
CRN#: 34093 27 Sessions M,W 2/3-5/11 6:30-9 p.m.
Last class on 5/11 meets 6:30-9:30 p.m.
No class 3/16, 3/18

Reading and Writing 2
For high-beginning students who have already studied English and know some basic English vocabulary and grammar. Improve grammar knowledge, write paragraphs and read a book. This course is helpful if you are planning to take the Accuplacer ESL test. TWA
Course: ESL166
$520 + $90 fee = $610; NMR add $300
Rockville Campus
CRN#: 34096 27 Sessions M,W 2/3-5/11 6:30-9 p.m.
Last class on 5/11 meets 6:30-9:30 p.m.
No class 3/16, 3/18
Takoma Park/Silver Spring Campus
CRN#: 34098 34 Sessions M,T,W,R,F 1/27-3/12 9:30-11:30 a.m.
CRN#: 34099 27 Sessions T,R 2/4-5/12 6:30-9 p.m.
Last class on 5/12 meets 6:30-9:30 p.m.
No class 3/17, 3/19

Reading and Writing 3
For low-intermediate students who have already studied English in school. Review basic English verb tenses and practice writing well-developed paragraphs. Learn to use various reading strategies to help you understand texts. This course is helpful if you are planning to take the Accuplacer ESL test. TWA
Course: ESL168
$520 + $90 fee = $610; NMR add $300
Rockville Campus
CRN#: 34104 27 Sessions M,W 2/3-5/11 6:30-9 p.m.
Last class on 5/11 meets 6:30-9:30 p.m.
No class 3/16, 3/18
Takoma Park/Silver Spring Campus
CRN#: 34107 27 Sessions T,R 2/4-5/12 6:30-9 p.m.
Last class on 5/12 meets 6:30-9:30 p.m.
No class 3/17, 3/19

Reading and Writing 4
For intermediate students. Read, discuss and respond to readings in writing. Develop and practice skills needed for academic study in the United States. This course is helpful if you are planning to take the Accuplacer ESL test. TWA
Course: ESL176
$520 + $90 fee = $610; NMR add $300
Rockville Campus
CRN#: 34114 27 Sessions M,W 2/3-5/11 6:30-9 p.m.
Last class on 5/11 meets 6:30-9:30 p.m.
No class 3/16, 3/18
CRN#: 34115 27 Sessions M,W 2/3-5/11 12-2:30 p.m.
Last class on 5/11 meets 12-3 p.m.
No class 3/16, 3/18
CRN#: 34113 27 Sessions T,R 2/4-5/12 6:30-9 p.m.
Last class on 5/12 meets 6:30-9:30 p.m.
No class 3/17, 3/19

Pre-Academic Courses

APPE (ESL)

Inclement Weather
Inclement weather conditions: go to www.montgomerycollege.edu. 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 canceled, there are no classes. Students attending classes at local hospitals, will have class unless notified by their instructor.
Continued from previous page

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

Rockville Campus
CRN#: 34153  34 Sessions M,T,W,R,F
1/27-3/12  9:30-11:30 a.m.

CRN#: 34152  34 Sessions M,T,W,R,F
1/27-3/12  9:30-11:30 a.m.

CRN#: 34156  27 Sessions T,R
2/4-5/12   11:45 a.m.-2:15 p.m.

Last class on 5/12 meets 6:30-9:30 p.m.
No class 3/17, 3/19

CRN#: 34154  27 Sessions T,R
2/4-5/12  6:30-9 p.m.

Last class on 5/12 meets 6:30-9:30 p.m.
No class 3/17, 3/19

CRN#: 34158  34 Sessions M,T,W,R,F
3/24-5/8  9:30-11:30 a.m.

CRN#: 34157  34 Sessions M,T,W,R,F
3/24-5/8  9:30-11:30 a.m.

Takoma Park/Silver Spring Campus
CRN#: 34161  27 Sessions T,R
2/4-5/12  6:30-9 p.m.

Last class on 5/12 meets 6:30-9:30 p.m.
No class 3/17, 3/19

CRN#: 34160  27 Sessions T,R
2/4-5/12  9:30 a.m.-12 p.m.

Last class on 5/12 meets 9:30 a.m.-12:30 p.m.
No class 3/17, 3/19

CRN#: 34162  34 Sessions M,T,W,R,F
3/24-5/8  9:30-11:30 a.m.

Writing and Vocabulary Skills
Introductory writing course for students who already have the ability to write simple sentences. Increase vocabulary and learn to write better paragraphs. This course is helpful if you are planning to take the Accuplacer ESL test. TWA
Course: ESL189
$370 + $70 fee = $440; NMR add $225

Rockville Campus
CRN#: 34134  20 Sessions M,W
2/3-4/15  12:30-2:30 p.m.
No class 3/16, 3/18

CRN#: 34135  20 Sessions T,R
2/4-4/16  7-9 p.m.

No class 3/17, 3/19

CRN#: 34136  20 Sessions T,R
2/4-4/16  12:30-2:30 p.m.

No class 3/17, 3/19

Intermediate Writing
Learn to write and edit well-developed paragraphs. Review basic grammar and punctuation. This course is helpful if you are planning to take the Accuplacer ESL test. TWA
Course: ESL184
$370 + $70 fee = $440; NMR add $225

Rockville Campus
CRN#: 34125  20 Sessions M,W
2/3-4/15  12:30-2:30 p.m.
No class 3/16, 3/18

CRN#: 34127  20 Sessions T,R
2/4-4/16  7-9 p.m.

No class 3/17, 3/19

CRN#: 34126  20 Sessions T,R
2/4-4/16  12:30-2:30 p.m.

No class 3/17, 3/19

CRN#: 34128  20 Sessions M,T,W,R,F
3/25-5/8  9:30-11:30 a.m.

Takoma Park/Silver Spring Campus
CRN#: 34129  20 Sessions M,W
2/3-4/15  7-9 p.m.

No class 3/16, 3/18

CRN#: 34130  20 Sessions T,R
2/4-4/16  12:30-2:30 p.m.

No class 3/17, 3/19

Intermediate Writing 2
Review writing and editing of well-developed paragraphs. Introduction to writing a multi-paragraph essay. This course is helpful if you are planning to take the Accuplacer ESL test. TWA
Course: ESL225
$370 + $70 fee = $440; NMR add $225

Rockville Campus
CRN#: 34164  20 Sessions M,W
2/3-4/15  7-9 p.m.

No class 3/16, 3/18

CRN#: 34163  20 Sessions M,W
2/3-4/15  12:30-2:30 p.m.

No class 3/16, 3/18

CRN#: 34165  20 Sessions T,R
2/4-4/16  12:30-2:30 p.m.

No class 3/17, 3/19

CRN#: 34166  20 Sessions M,W,F
3/25-5/8  9:30-11:30 a.m.

ANIMAL CARE AND VETERINARY ASSISTANT

Animal Reiki I
This course will benefit you if you are new to Reiki or an experienced practitioner wanting to learn about working with animals. You will be introduced to Reiki, the Japanese healing system and the history of it’s founders. You will learn how you can perform Reiki sessions on animals with a focus on healing and balancing. TWA
Course: PET010  10 Hours
$60 + $150 fee = $210; NMR add $140

Rockville Campus
CRN#: 34594  5 Sessions M,W
1/27-2/10  6:30-8:30 p.m.

Animal Reiki II
This course is designed to enable you to learn the healing methods of Level II Reiki, how distance healing works across space and time, and how Reiki can be complimented with other alternative healing techniques. Each successful student will receive a second level attunement/Animal Reiki Level II Certificate and skills to practice Level II Reiki with animals. Prerequisite: Animal Reiki Level I. TWA
Course: PET011  10 Hours
$60 + $150 fee = $210; NMR add $140

Rockville Campus
CRN#: 34595  5 Sessions M,W
2/17-3/2  6:30-8:30 p.m.
ANIMAL CARE AND VET ASSISTANT

Animal Reiki III
Learn the advanced methods of using Reiki energy healing with animals. You will learn healing after surgery or trauma, energy work for animals who have been abandoned, energy work for animals with emotional and behavioral problems, and also techniques for balancing one's own energy and how to pass Reiki healing ability to others. Prerequisite: Reiki I and II. TWA
Course: PET018 10 Hours
$60 + $150 fee = $210; NMR add $140
Rockville Campus
CRN#: 34596 10 Sessions M,W 3/9-3/23 6:30-8:30 p.m.

Emergency Preparedness for Pets—Are You Ready? **NEW**
Pets are part of the family, 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, you will learn how to make an emergency plan for your pet, how to prepare a shelter for your pet, and how to prepare a disaster kit for your pet in the case of an emergency. TWA
Course: PET025 5 Hours
$45 + $35 fee = $80; NMR add $50
Rockville Campus
CRN#: 34604 2 Sessions T 4/7-4/14 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 and cardiac emergencies, and treating basic wounds.
Course: PET008 5 Hours
$45 + $35 fee = $80; NMR add $50
Gaithersburg Business Training Center
CRN#: 34593 2 Sessions S 4/18-4/25 10 a.m.-12:30 p.m.

Professional Dog Grooming—Module I **NEW**
This course is the first of four courses to prepare you to enter the professional dog grooming workforce, either as an employee or as a business owner with a mobile grooming service, a grooming shop, a home grooming business or working in a veterinarian office. This course introduces you to the fundamentals of professional dog grooming. Topics to be covered include equipment and tools maintenance, purchasing and the correct use of tools, record keeping, canine anatomy, breed standards/characteristics, coat type and texture, nutrition effects, health examinations, groomer’s relationship with area veterinarians, groomer/pet safety and grooming skills. Prerequisite: You must have previous hands-on interactions with dogs to do well in this course. TWA
Course: PET021 24 Hours
$400 + $75 fee = $475; NMR add $225
To Be Determined
CRN#: 34597 8 Sessions M,T,R 2/17-3/5 6:30-9:30 p.m.

Professional Dog Grooming—Module II **NEW**
This course is the second of four courses to prepare a student to enter the professional dog grooming workforce. In this module there is a continuation of work on the skills presented in module I. Additional topics to be covered include: the beginning of hands on skills, meeting the canine client and determining their grooming needs, learning how to recognize the temperament of the canine client, the basics of dog safety 101, and working with and educating the pet owner about proper care at home. Prerequisite: Professional Dog Grooming—Module I, TWA
Course: PET022 15 Hours
$350 + $75 fee = $425; NMR add $225
To Be Determined
CRN#: 34598 5 Sessions M,T,R 2/3/9-3/17 6:30-9:30 p.m.

Professional Dog Grooming—Module III **NEW**
In this third module of the professional dog-grooming program, there will be a continuation of work on the skills presented in Professional Dog Grooming—Module II. This module will begin hands-on learning skills. You will begin to develop grooming skills, handling matted coats and double coats, proper brushing, hand striping, shedding, and the proper use of shampoos. You will learn the different names of particular grooms, how to identify lumps, bumps, ear infections, skin irritations, nail trimming, and ear cleaning. Prerequisite: Professional Dog Grooming—Module I and II. TWA
Course: PET023 30 Hours
$425 + $75 fee = $500; NMR add $225
To Be Determined
CRN#: 34600 10 Sessions M,T,R 3/26/4-16 6:30-9:30 p.m.

Professional Pet Groomer Training
Certified pet groomers enjoy an artistic and rewarding career helping pets look their best! Groomers specialize in maintaining a pet’s appearance by bathing, cutting, trimming, and styling fur; clipping nails and cleaning ears. This can be in your own shop, a mobile pet salon, or even a pet supply store. This 105-hour comprehensive training program consists of four non-credit courses and 12 hours of internship training in an off campus grooming boutique. Courses must be taken in sequence. Upon successful completion of all courses, you will receive a Montgomery College Workforce Development and Continuing Education Certificate. SPACE IS LIMITED!

Veterinary Assistant Training III: Patient Care & Treatment ♥
Learn veterinary assistant inpatient care and clinical procedures. Topics include: medicating the patient, animal nutrition, fluid therapy, and therapeutic techniques for animals. This course consists of 18 classroom hours and 16 clinical hours. Prerequisites: Veterinary Assistant Training I & II. TWA
Course: VET004 34 Hours
$363 + $85 fee = $448; NMR add $225
Rockville Campus
CRN#: 34859 7 Sessions W 2/12-3/25 6:30-9:30 p.m.
CRN#: 34860 8 Sessions F 2/14-3/27 12:30-3:30 p.m.
No class 3/20
CRN#: 34858 7 Sessions F 2/14-3/27 6:30-9:30 p.m.
No class 3/20

Veterinary Assistant Training IV ♥
This course is the final course of the Veterinary Assistant Training series. Topics include animal nutrition, surgical preparation, first aid and emergency procedures, CPR, and the critical care of animals. You will learn the skills necessary to assist in these situations. The course includes 24 classroom hours and 18 clinical hours. The course concludes with a wrap-up seminar day. Prerequisites: Veterinary Assistant Training I, II, and III. TWA
Course: VET005 42 Hours
$403 + $85 fee = $488; NMR add $225
Rockville Campus
CRN#: 34861 8 Sessions F 4/17-6/5 12:30-3:30 p.m.
CRN#: 34862 8 Sessions F 4/17-6/5 6:30-9:30 p.m.
CRN#: 34864 9 Sessions W 4/8-5/27 6:30-9:30 p.m.

NEW AND IMPROVED
ART HISTORY, THEORY, AND PROFESSIONAL DEVELOPMENT

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

Topic: Art and Culture of Central Africa
Explore visual traditions and art forms of the people of Central Africa in relation to the complexities of the region’s identity and socio-cultural context. Examine the art of people from Cameroon to the Congo basin. Central African art reflects the dominance of ancient powerful kingdoms and other forms of government. The sculptural forms are most commonly wood carvings: masks, ancestor figures, bowls, boxes, cups, staffs, pots, weapons, and musical instruments. TWA

Course: ADS488 15 Hours
$120 + $75 fee = $195; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 34302 10 Sessions R
2/11-4/21 11 a.m.-12:30 p.m.
No class 3/17

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

Course: ART001 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Takoma Park/Silver Spring Campus
CRN#: 34320 30 Sessions M,W
1/27-5/13 10:11:15 a.m.
No class 3/16, 3/18

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

Course: ART002 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Takoma Park/Silver Spring Campus
CRN#: 34231 15 Sessions M,W
1/27-5/13 3-4:15 p.m.
No class 3/16, 3/18

Art in DC
Get out of the classroom and experience art in DC! Gain a deeper understanding of our local art scene by visiting a range of art institutions in the DC metro area, from world-renowned museums to galleries and other dynamic venues. We will talk with curators, directors, educators, and more, learning about their responsibilities and each institution’s mission, collection, and business model. Every day meets at a different location.

Many are accessible by public transportation but some require driving. We frequently visit multiple locations on the same day, so be prepared to walk. Art in DC has more demand than available seats, so please only register if you are committed to attending all eight sessions. Bring your enthusiasm, curiosity, and critical-thinking to this interactive course! TWA

Course: ADS442 24 Hours
$160 + $160 fee = $320; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 34212 8 Sessions R
2/13-4/16 1-4 p.m.
No class 3/19, 4/2

Color Theory and Application
The expressive, symbolic, decorative, and aesthetic aspects of color will be introduced. Investigate color theories and solutions to a variety of problems using color as a tool. TWA

Course: ART027 75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Takoma Park/Silver Spring Campus
CRN#: 34223 30 Sessions T,R
1/28-5/14 9-10:15 a.m.
No class 3/17, 3/19

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

Course: ADS476 4 Hours
$40 + $40 fee = $80; NMR add $50
Takoma Park/Silver Spring Campus
CRN#: 34281 1 Session S
3/28 1-5 p.m.

Mathematics in Art and Design
“Without mathematics there is no art”, stated Luca Pacioli, Italian mathematician and collaborator with Leonardo DaVinci. Learn how math underlies art and examine their inherent connections—including how art has driven the development of mathematics. Explore artworks from antiquity to modern times, as well as examples from graphic design, geometric and optical art, Islamic ornamentation, cartoons, and street art. Create your own artwork with mathematical foundations, such as geometrical constructions, golden-ratio-based Fibonacci sequences, symmetry, patterns, tessellations, elementary perspective, fractals, and anamorphosis. No background in art or math is required. TWA

Course: ADS423 25 Hours
$190 + $120 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 34207 10 Sessions S
2/15-4/25 10 a.m.-12:30 p.m.
No class 3/21

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
Takoma Park/Silver Spring Campus
CRN#: 34267 30 Sessions T,R
1/28-5/14 2-3:15 p.m.
No class 3/17, 3/19

Supply lists will be provided the first day of class unless otherwise noted. Bookstores on all campuses carry most of the art supplies you will need.
**Survey of African Art**
Discover the art and culture of major African regions. This course emphasizes architecture, sculpture, painting, crafts, and performance. Explore cross-cultural and outside influences, religion, philosophy, and everyday life as they relate to the art of various African peoples. This course includes field trips to museums and galleries.

- **Course:** ART013
- **CRN:** 34236
- **Sessions:** 15
- **Dates:** 1/31-5/15
- **Time:** 11 a.m.-1:40 p.m.
- **Location:** Takoma Park/Silver Spring Campus
- **Fee:** $396 + $125 fee = $521.20
- **Total:** $521.20
- **Note:** No class 3/20

---

**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
- **CRN:** 34296
- **Sessions:** 1
- **Dates:** 3/7
- **Time:** 9 a.m.-12 p.m.
- **Location:** Takoma Park/Silver Spring Campus
- **Fee:** $22 + $18 fee = $40
- **Total:** $40
- **Note:** No class 3/16, 3/18

---

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

- **Course:** ADS487
- **CRN:** 34297
- **Sessions:** 10
- **Dates:** 2/15-4/25
- **Time:** 1-2:30 p.m.
- **Location:** Takoma Park/Silver Spring Campus
- **Fee:** $120 + $75 fee = $195
- **Total:** $195
- **Note:** No class 3/21

---

**CRAFTS**

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

- **Course:** ADS466
- **CRN:** 34224
- **Sessions:** 10
- **Dates:** 2/12-4/22
- **Time:** 1-3:30 p.m.
- **Location:** Takoma Park/Silver Spring Campus
- **Fee:** $185 + $125 fee = $310
- **Total:** $310
- **Note:** No class 3/20

---

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

- **Course:** ADS339
- **CRN:** 34186
- **Sessions:** 10
- **Dates:** 2/13-4/23
- **Time:** 4-6:30 p.m.
- **Location:** Takoma Park/Silver Spring Campus
- **Fee:** $185 + $125 fee = $310
- **Total:** $310
- **Note:** No class 3/19

---

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

- **Course:** ADS375
- **CRN:** 34194
- **Sessions:** 10
- **Dates:** 2/14-4/24
- **Time:** 10 a.m.-12:30 p.m.
- **Location:** Takoma Park/Silver Spring Campus
- **Fee:** $190 + $120 fee = $310
- **Total:** $310
- **Note:** No class 3/20

---

**Jewelry & Metalsmithing: Intermediate**
Dive into focused processes within jewelry and metalsmithing, with new topics addressed each semester. This course is designed for intermediate level students who understand basic metalsmithing including sawing and soldering. **Prerequisite:** ADS402 Jewelry & Metalsmithing Introduction, ART060/ART245 Jewelry and Metalsmithing, or basic metal jewelry experience. TWA

- **Course:** ADS493
- **CRN:** 34321
- **Sessions:** 7
- **Dates:** 3/26-5/9
- **Time:** 1:45 p.m.
- **Location:** Rockville Campus
- **Fee:** $205 + $135 fee = $340
- **Total:** $340
- **Note:** No class 3/17

---

**Jewelry & Metalsmithing: Introduction**
Discover fundamental metalsmithing techniques while designing and making jewelry and small objects. Learn fabrication techniques, including sawing, piercing, surface enrichment, and soldering. Specific projects may change based on instructor or semester; see section notes for details. No prior experience necessary! This course fulfills the prerequisite for all intermediate-level jewelry and metalsmithing courses. TWA

- **Course:** ADS491
- **CRN:** 34313
- **Sessions:** 7
- **Dates:** 2/1-3/14
- **Time:** 1:45 p.m.
- **Location:** Rockville Campus
- **Fee:** $205 + $135 fee = $340
- **Total:** $340
- **Note:** No class 3/17

---

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

- **Course:** ADS339
- **CRN:** 34186
- **Sessions:** 10
- **Dates:** 2/13-4/23
- **Time:** 4-6:30 p.m.
- **Location:** Takoma Park/Silver Spring Campus
- **Fee:** $185 + $125 fee = $310
- **Total:** $310
- **Note:** No class 3/19

---

**Jewelry & Metalsmithing: Intermediate**
Dive into focused processes within jewelry and metalsmithing, with new topics addressed each semester. This course is designed for intermediate level students who understand basic metalsmithing including sawing and soldering. **Prerequisite:** ADS402 Jewelry & Metalsmithing Introduction, ART060/ART245 Jewelry and Metalsmithing, or basic metal jewelry experience. TWA

- **Course:** ADS493
- **CRN:** 34321
- **Sessions:** 7
- **Dates:** 3/26-5/9
- **Time:** 1:45 p.m.
- **Location:** Rockville Campus
- **Fee:** $205 + $135 fee = $340
- **Total:** $340
- **Note:** No class 3/17

---

**Jewelry & Metalsmithing: Introduction**
Discover fundamental metalsmithing techniques while designing and making jewelry and small objects. Learn fabrication techniques, including sawing, piercing, surface enrichment, and soldering. Specific projects may change based on instructor or semester; see section notes for details. No prior experience necessary! This course fulfills the prerequisite for all intermediate-level jewelry and metalsmithing courses. TWA

- **Course:** ADS491
- **CRN:** 34313
- **Sessions:** 7
- **Dates:** 2/1-3/14
- **Time:** 1:45 p.m.
Jewelry and Metalsmithing
This course provides a foundation in fabrication with sheet metals such as copper, brass, and silver. Analyze historical, social, and ethical aspects within jewelry and metalsmithing as you develop technical competency and explore material as an art form. Creative design and technical craftsmanship are emphasized. Techniques include: sawing, piercing, riveting, tabs, soldering, sleeved rings, hollow rings, and bezels. No prior experience required. If seats are full, enroll in ARTT245 for credit or audit. Sections are identical and co-listed. TWA
Course: ART060 75 Hours $396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 34260 30 Sessions T,R 1/28-5/14 1:30-4 p.m. No class 3/17, 3/19

Jewelry and Metalsmithing Practicum
This course is designed for students at the intermediate level. Students will continue to develop metalsmithing skills while engaging in concepts and critical inquiry within the field. Topics rotate each semester. See section notes. Prerequisite: ARTT245, ARTT123 with metal emphasis, ADS402, or equivalent experience. If seats are full, enroll in ARTT255 for credit or audit. Sections are co-listed. TWA
Course: ART061 75 Hours $396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 34261 15 Sessions F 1/31-5/15 10 a.m.-3:40 p.m. No class 3/20 Topic: Casting

Jewelry Basics
Explore the elements of jewelry design using simple hand tools. Learn techniques such as stamping, texturing, sawing, piercing, and wire wrapping. Design and fabricate your own jewelry in the studio as you develop your creativity and fabrication skills. Discover contemporary trends in jewelry and metalsmithing and how you can apply them to your work. Note: This course does not include soldering, so it is not a substitute for ADS402. TWA
Course: ADS479 25 Hours $185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 34283 10 Sessions R 2/13-4/23 10 a.m.-12:30 p.m. No class 3/19

Paper Crafts
Experience the range of processes used in working with paper as a medium. Create functional and nonfunctional objects while exploring materials and cultivating a respect for craft. Complete a variety of paper crafts projects that build upon one another, looking at a variety of cultural traditions as examples. Projects may include mixed media collage, pop-up cards, paper lanterns and lamps, paper sculpture, and hanging sculpture and mobile. Students may also undertake individual paper projects that inspire them. Creative design and technical craftsmanship are emphasized. No prior experience required. TWA
Course: ADS433 25 Hours $185 + $125 fee = $310; NMR add $160
Rockville Campus
CRN#: 34210 10 Sessions T 2/1-4/21 10 a.m.-12:30 p.m. No class 3/17

Stained Glass: 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: ADS456 12.5 Hours $95 + $70 fee = $165; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 34214 5 Sessions W 3/25-4/22 7-9:30 p.m.

Paper Crafts
Experience the range of processes used in working with paper as a medium. Create functional and nonfunctional objects while exploring materials and cultivating a respect for craft. Complete a variety of paper crafts projects that build upon one another, looking at a variety of cultural traditions as examples. Projects may include mixed media collage, pop-up cards, paper lanterns and lamps, paper sculpture, and hanging sculpture and mobile. Students may also undertake individual paper projects that inspire them. Creative design and technical craftsmanship are emphasized. No prior experience required. TWA
Course: ADS433 25 Hours $185 + $125 fee = $310; NMR add $160
Rockville Campus
CRN#: 34210 10 Sessions T 2/1-4/21 10 a.m.-12:30 p.m. No class 3/17

Supply lists will be provided the first day of class unless otherwise noted. Bookstores on all campuses carry most of the art supplies you will need.

Stained Glass: Intermediate
Expand your knowledge of stained glass by working with next-level materials and processes. Learn to incorporate unconventional materials like copper pipe, non-square frames, metal rings, hanging materials, and glass adhesives into your stained glass projects. Prerequisite: ADS490 stained glass experience. TWA
Course: ADS490 15 Hours $120 + $75 fee = $195; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 34310 5 Sessions W 2/13-4/24 1:30-4 p.m. No class 3/20

The Art Doll: Costumes and Accessories
Bring your doll to class and create the special costume and accessories needed to communicate the doll’s personality. This class is hands-on and will begin with sketching and exploring design possibilities. We will design and construct a complete head to toe look for your original doll. Please bring your doll to the first class. Prerequisite: Basic hand-sewing skills; can be learned in ADS456 Sewing: Introduction. TWA
Course: ADS404 25 Hours $190 + $120 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 34250 10 Sessions F 2/14-4/24 9 a.m.-2:40 p.m. No class 3/20

Weaving and Textiles
Introduction to the fundamental techniques and processes of weaving. Explore two- and three-dimensional forms in textiles. Design and craftsmanship are emphasized in both traditional and experimental approaches to fiber. TWA
Course: ART045 75 Hours $396 + $136.20 fee = $532.20; NMR add $871.20
Takoma Park/Silver Spring Campus
CRN#: 34250 15 Sessions F 1/31-5/15 9 a.m.-2:40 p.m. No class 3/20

Drawing
Children’s Book Illustration
Have you ever wondered what it takes to illustrate a children’s book? In this course, students learn about visual storytelling, the layout and design of children’s books, and the process of conceptualizing a picture book from start to finish. Students will choose a story to work with, create a storyboard, and work on a book "dummy." We will look at examples, discuss composition, drawing and painting methods, and how to pitch to publishers or self-publish. Note: though you will be drawing, this is not a drawing class. The focus is on illustrating a story, as opposed to drawing an illustration. TWA
Course: ADS449 25 Hours $185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 34213 10 Sessions T 2/11-4/21 7-9:30 p.m. No class 3/17
Collage and Assemblage

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

Course: ADS339  25 Hours
$185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 34186  10 Sessions  R
2/13-4/23  4-6:30 p.m.
No class 3/19

Color Theory and Application ▶

The expressive, symbolic, decorative, and aesthetic aspects of color will be introduced. Investigate color theories and solutions to a variety of problems using color as a tool. TWA

Course: ART027  75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Takoma Park/Silver Spring Campus
CRN#: 34240  28 Sessions  M,W
2/3-5/13  12-2:55 p.m.
No class 3/16, 3/18

Drawing Comics

Discover the basics of visual storytelling frame-by-frame! Whether your interest is in slice-of-life stories or super hero epics, you'll learn to build your own narrative style. Take on everything from drawing backgrounds and environments to illustrating action to writing dialogue and narration. Bring a sketchbook and your favorite drawing tools to the first class, and get ready for lots of drawing! Open to students of all skill levels; no prior experience required. TWA

Course: ADS484  25 Hours
$185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 34295  10 Sessions  R
2/13-4/23  7-9:30 p.m.
No class 3/19

Drawing I ▶

Explore methods, materials, and drawing techniques using graphite, charcoal, and ink. Gain confidence in learning to “see” and record experiences on paper. No prior drawing experience necessary. TWA

Course: ART032  75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Takoma Park/Silver Spring Campus
CRN#: 34241  15 Sessions  S
2/15-5/16  9 a.m.-2:40 p.m.
No class 3/21

Drawing Workshop Series

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

Each workshop is 3 hours
Cost of each workshop is $22 + $18 fee = $40; NMR add $30

--- Germantown Campus ---

Drawing Workshop: Drawing Basics
Learn basic drawing techniques using pencil, graphite, and tortillons. You will focus on drawing from a still life. This workshop is geared toward optimizing use of materials.
Course: ADS460
CRN#: 34217  F  2/28  10 a.m.-1 p.m.

Drawing Workshop: Ink Still Life
Draw from observation using ink (nibs and/or ballpoint and fountain pens) and learn hatching and cross-hatching techniques. We will continue to work from still life objects.
Course: ADS461
CRN#: 34219  F  3/6  10 a.m.-1 p.m.

Drawing Workshop: Watercolor Pencil & Graphite Still Life
Learn basic drawing techniques combining the use of watercolor pencils and graphite. We will continue our exploration of still life this week.
Course: ADS463
CRN#: 34222  F  3/13  10 a.m.-1 p.m.

Drawing Workshop: Pastel Still Life
Learn to use pastels as a color drawing tool. Explore marking, color blending, and shading techniques. This week, we continue our investigation of depicting still life.
Course: ADS472
CRN#: 34275  F  3/27  10 a.m.-1 p.m.

Drawing Workshop: Hands in Charcoal & Conté
Learn to draw hands, one of the most difficult parts of the body to depict! Continue exploring the use of charcoal and conté crayons as drawing tools.
Course: ADS473
CRN#: 34279  F  4/3  10 a.m.-1 p.m.

Drawing Workshop: Self-Portrait in Multiple Media
Discover tools and techniques for drawing the portrait, including pencil and graphite, color pencil, watercolor, and wet technique pastel. This week, we will explore self-portraiture from a photograph, so please bring a photograph of yourself.
Course: ADS470
CRN#: 34229  F  4/10  10 a.m.-1 p.m.

--- Takoma Park/Silver Spring Campus ---

Drawing Workshop: Drawing Basics
Learn basic drawing techniques using pencil, graphite, and tortillons. You will focus on drawing from a still life. This workshop is geared toward optimizing use of materials.
Course: ADS460
CRN#: 34280  F  4/24  10 a.m.-1 p.m.

Drawing Workshop: Ink Still Life
Draw from observation using ink (nibs and/or ballpoint and fountain pens) and learn hatching and cross-hatching techniques. We will continue to work from still life objects.
Course: ADS461
CRN#: 34218  S  2/27  10 a.m.-1 p.m.

Drawing Workshop: Pastel Still Life
Learn to use pastels as a color drawing tool. Explore marking, color blending, and shading techniques. This week, we continue our investigation of depicting still life.
Course: ADS472
CRN#: 34275  F  3/27  10 a.m.-1 p.m.

Drawing Workshop: Watercolor Pencil & Graphite Still Life
Learn basic drawing techniques combining the use of watercolor pencils and graphite. We will continue our exploration of still life this week.
Course: ADS473
CRN#: 34279  F  4/3  10 a.m.-1 p.m.

Drawing Workshop: Self-Portrait in Multiple Media
Discover tools and techniques for drawing the portrait, including pencil and graphite, color pencil, watercolor, and wet technique pastel. This week, we will explore self-portraiture from a printed document.
Course: ADS470
CRN#: 34229  F  4/10  10 a.m.-1 p.m.

Drawing Workshop: Narrative Portraiture in Graphite
Learn to tell a story with your drawings. We will depict a person in a symbolic space in order to reveal more about them. Explore the use of pencils and graphite sticks as a drawing medium.
Course: ADS475
CRN#: 34280  F  4/24  10 a.m.-1 p.m.

Drawing Workshop: Colored Pencil Landscape
Explore the use of colored pencils, including drawing methods and blending colors. We will draw from landscape photographs this week, so please bring one.
Course: ADS462
CRN#: 34220  S  2/29  1-4 p.m.

Drawing Workshop: Watercolor Pencil & Graphite Still Life
Learn basic drawing techniques combining the use of watercolor pencils and graphite. We will continue our exploration of still life this week.
Course: ADS463
CRN#: 34221  S  3/7  1-4 p.m.

Drawing Workshop: Colored Pencil Portrait
Learn basic drawing techniques using colored pencils and pastels. This week we will explore drawing portraits from a printed document.
Course: ADS464
CRN#: 34223  S  3/14  1-4 p.m.
### Drawing Workshop: Watercolor Still Life
Learn basic watercolor techniques using monochrome tone or inks. Discover the application of mixed media and wet techniques. This week, we will continue our exploration of still life.

**Course:** ADS469  
**CRN:** 34226  
**Dates:** 3/28-5/14  
**Times:** 2-4:15 p.m.

### Drawing Workshop: Self-Portrait in Multiple Media
Discover tools and techniques for drawing the portrait, including pencil and graphite, color pencil, watercolor, and wet technique pastel. This week, we will explore self-portraiture from a photograph, so please bring a photo of yourself!

**Course:** ADS470  
**CRN:** 34227  
**Dates:** 3/28-5/14  
**Times:** 2-4:15 p.m.

### Introduction to Drawing
Learn fundamental drawing skills such as gesture, proportion, composition, cross contour, line, and perspective. Working from direct observation with still life, you will learn to translate three-dimensional space to a two-dimensional image. Explore various techniques, including graphite, pens, and ink. No prior drawing experience necessary. TWA

**Course:** ADS039  
**CRN:** 34174  
**Dates:** 3/28-5/14  
**Times:** 2-4:30 p.m.

**Supplies:** You will need a sketchbook, pencils, erasers, and paper. TWA

**Prerequisites:** ADS 319 Intro to Graphic Design Software, or life equivalent experience.

### Graphic Design and Digital Arts

#### Children’s Book Illustration
See course on page 10.

#### Free Mac OSX Crash Course
Take this free class if you are unfamiliar with Mac computers or need to brush up on your skills. Most of our graphic design and digital arts classes are taught on Macintosh computers with the OSX operating system. This class is open to anyone at any skill level. Take it to prepare for another course or by itself. It’s free and has no restrictions!

**Course:** ADS430  
**Free**

##### Rockville Campus
**CRN:** 34209  
**Dates:** 2/1  
**Times:** 9:30 a.m.-12:30 p.m.

##### Takoma Park/Silver Spring Campus
**CRN:** 34208  
**Dates:** 2/1  
**Times:** 9:30 a.m.-12:30 p.m.

#### Illustrator I
Adobe Illustrator CC is a comprehensive vector graphics program that enables artists and designers to create sophisticated illustrations and type effects. In this introductory course, you will start by drawing and manipulating simple shapes that can be used to create logos, advertisements, and other illustrations. Topics will include the tool palette, understanding vector graphics, creating basic shapes, blending shapes and colors, the Bezier pen vector drawing tool, creating custom brushes, creating type, using layers and gradients, and saving files. Prerequisite: Experience using Mac computers; can be fulfilled through ADS430 Free Mac OSX Crash Course, ADS 319 Intro to Graphic Design Software, or life experience. TWA

**Course:** ADS197  
**CRN:** 34176  
**Dates:** 2/25-4/21  
**Times:** 6:30-9:30 p.m.

**Supplies:** You will need a laptop with Adobe Illustrator CC installed. TWA

---

**Inclement Weather**

Inclement weather conditions: go to www.montgomerycollege.edu. If the College is closed, there are no classes. For classes meeting in a Montgomery County Public Schools facility, go to www.montgomeryschoolsmmd.org. If MCPS is closed, or evening activities are canceled, there are no classes. Students attending classes at local hospitals, will have class unless notified by their instructor.
InDesign
Discover InDesign, Adobe’s powerful layout program that compliments Photoshop and Illustrator. Learn to create layouts for magazines, books, and more! Work with your own and supplied photos, graphics, and text. By the end of the class, you will be able to create your own page layouts and export them as printer-ready documents. Bring a flash drive (at least 4GB) to the first class. Prerequisite: ADS430 Mac OSX Crash Course, ADS319 Intro to Graphic Design Software, or experience using Mac computers.
TWA
Course: ADS210 25 Hours
$185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 34183 10 Sessions R 2/13-4/23 7-9:30 p.m.
No class 3/19

Introduction to Graphic Design Software
Wondering how technology can be used as a tool for making art? Using Adobe CC, explore the professional photo, drawing, and layout programs Adobe Illustrator, Photoshop, and InDesign. Learn fundamental 2D design skills and investigate how to use these professional programs to meet your creative needs. No prior knowledge of computer applications is required to take this course.
TWA
Course: ADS319 25 Hours
$185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 34164 10 Sessions M 2/10-4/20 7-9:30 p.m.
No class 3/16

Photoshop I
Learn the basic tools of Adobe Photoshop and how to creatively enhance or alter scanned or digital camera images for use in original artwork, graphic design, and web media. Topics include the tool palette, menus, layers, filters and special effects, color palettes, photo color correction, composing photos with text, and file formats. With these tools, you will create effective composition in your images. Prerequisite: Experience using a Mac; can be fulfilled through ADS430 Free Mac OSX Crash Course or ADS319 Intro to Graphic Design Software.
TWA
Course: ADS198 25 Hours
$185 + $125 fee = $310; NMR add $160
Rockville Campus
CRN#: 34177 10 Sessions R 2/13-4/23 7-9:30 p.m.
No class 4/9
Takoma Park/Silver Spring Campus
CRN#: 34178 8 Sessions W 2/26-4/22 6:30-9:30 p.m.
No class 3/18

Interior Design
Interior Design I
Discover the relationship of people to their environment! Explore the design process necessary to create functional, aesthetic interior spaces, then use drafting instruments to translate design concepts into completed projects. TWA
Course: ART063 75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 34263 30 Sessions T,R 1/29/5-14 9-11:40 a.m.
No class 3/17, 3/19

Interiors: Design Principles
Learn to apply art theory to interior design. Explore design elements like color, space, texture, line, lighting, sound, and form in two- and three-dimensional spaces. Use these tools to create elevations, plans, and interior models.
TWA
Course: ART064 75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 34264 30 Sessions M,W 1/27-5/13 9-11:40 a.m.
No class 3/16, 3/18

Interiors: Technical Drawing & Drafting
Drawing is the foundation for communication in interior design. Learn basic drafting and drafting techniques, and discover how they can be used to accurately communicate design concepts. Use drafting tools to complete two- and three-dimensional drawings, as well as freehand sketches.
TWA
Course: ART065 75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 34265 30 Sessions T,R 1/28-5/14 1-3:40 p.m.
No class 3/17, 3/19

Painting
Acrylic Painting: Intermediate
Further your exploration of acrylic painting, the dominant painting medium of the 20th century and today. Advance your technical and conceptual skills by creating representational, abstract, and non-objective paintings. Explore the use of a variety of acrylic media as well as mixing, surface preparation, and application strategies.
Prerequisite: ADS414 Intro to acrylic painting or equivalent experience.
TWA
Course: ADS457 25 Hours
$195 + $115 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 34202 10 Sessions T 2/11-4/21 9:30 a.m.-12 p.m.
No class 3/17

Aqueous Media and Collage
Learn to create collages using aqueous media (watercolor) as a unifying tool. Students will conceptualize and assemble compositions related to mythology, symbolism, fantasy, personal iconography, whimsical, and/or spiritual themes. Gain experience using design principles and elements of art to create a unified piece. There is no limit on the combined use of aqueous media: we will incorporate found objects, pen and ink, magazine clippings, colored and watercolor pencils; acrylic paints, pastel, pencil, and discarded paintings.
TWA
Course: ADS468 25 Hours
$195 + $115 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 34225 10 Sessions W 2/12-4/22 9:30 a.m.-12 p.m.
No class 3/18

Chinese Brush Painting: Flowers, Birds and Landscape
Learn the foundational strokes and principles of composition for Chinese painting using brushes, sumi-e ink, and Chinese watercolors to paint on rice paper. Subjects include flowers, animals, and landscapes. Upon completion of this course, students will complete a painting for each subject.
TWA
Course: ADS403 25 Hours
$195 + $115 fee = $310; NMR add $160
Germantown Campus
CRN#: 34204 10 Sessions M 2/10-4/20 10 a.m.-12:30 p.m.
No class 3/16
Rockville Campus
CRN#: 34203 10 Sessions W 2/12-4/22 10 a.m.-12:30 p.m.
No class 3/18
Takoma Park/Silver Spring Campus
CRN#: 34202 10 Sessions T 2/11-4/21 9:30 a.m.-12:30 p.m.
No class 3/17

Introduction to Acrylic Painting
Explore the amazing medium of acrylic paints! Acrylic is the dominant painting medium of the 20th century, used by artists like Rothko, Warhol, and Hockney. Learn how to use a wide variety of acrylic products, including paint, gels, medium, and grounds. Practice mixing clean colors, controlling drying time, and creating glazes and textures. This course is designed for new artists and those who have never explored acrylics in depth.
TWA
Course: ADS414 25 Hours
$195 + $115 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 34206 10 Sessions T 2/11-4/21 9:30 a.m.-12 p.m.
No class 3/17

ROOM NUMBERS
Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records.
Introduction to Oil Painting
Discover the medium of the masters! Learn to paint with the same tools as Rembrandt, Van Gogh, Raphael, and Picasso. Take advantage of the thickness and long dry-time of oils to build up your canvas with textures and layers. Learn paint mixing, color relationships, composition, brushwork, and how to create depth. No experience required. TWA
Course: ADS401 25 Hours $185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 34201 10 Sessions T 2/18-4/21 7-9:30 p.m.

Oil Painting: Intermediate
Continue your studies of oil painting, the medium of the masters! Learn to translate thematic research to the canvas and explore the possibilities of realism, representation, and abstraction. Practice next-level techniques and materials while continuing the study of color begun in Intro to Oil Painting. Discover the major painting movements that built the foundation for contemporary painting. Prerequisite: ADS401 Intro to Oil Painting, or ART026/ART211 Painting I, or equivalent experience. TWA
Course: ADS485 25 Hours $185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 35384 10 Sessions F 2/14-4/24 4-6:30 p.m.

Painting I
In this introductory studio course, you’ll create representational, abstract, and non-objective paintings and develop technical skills such as the ability to size and prime canvases. Demonstrations, lectures, and class critiques will be employed. TWA
Course: ART026 75 Hours $396 + $136.20 fee = $532.20; NMR add $871.20
Takoma Park/Silver Spring Campus
CRN#: 34239 30 Sessions T,R 1/28-5/14 1-3:40 p.m.
No class 3/17, 3/19

Painting II
A continuation of Painting I, with an emphasis on solutions to advanced problems related to the creation of representational, abstract, and non-objective paintings. Develop technical skills in various media. Demonstrations, lectures, and class critiques will be employed. TWA
Course: ART025 75 Hours $396 + $136.20 fee = $532.20; NMR add $871.20
Takoma Park/Silver Spring Campus
CRN#: 34238 30 Sessions M,W 1/27-5/13 12-2:40 p.m.
No class 3/16, 3/18

Painting: Beginning Watercolor
Learn the basic tools and techniques of watercolor painting in this introductory class. Emphasis on how to utilize color in creating an effective composition. Demonstration, discussion, and critiques will augment studio work. Bring tubes of red, blue, and yellow watercolor paint, a one-inch flat watercolor brush, and a jar for water to the first class. Subject matter includes still life, landscape, and portrait painting. TWA
Course: ADS350 25 Hours $190 + $120 fee = $310; NMR add $160
Germantown Campus
CRN#: 34193 10 Sessions R 2/13-4/23 9-11:30 a.m.
No class 3/19
Takoma Park/Silver Spring Campus
CRN#: 34192 10 Sessions M 2/10-4/20 9:30 a.m.-12 p.m.
No class 3/16
CRN#: 34191 10 Sessions S 2/15-4/25 9:30 a.m.-12 p.m.
No class 3/21

Painting: Intermediate Watercolor
Learn watercolor painting as a process that begins with design, composition, and thoughtful color selection, and ends with a series of finished paintings that reveal personal stylistic expression. You will select subject matter of individual interest and develop personal style through the process of creative expression. Bring to the first class: 1 full sheet (22” x 30”) of 140 lb or 300 lb cold pressed watercolor paper; scraps of paper for sampling color; a palette; tubes of watercolor paint; brushes; and a container for water. Prerequisite: ADS350 Beginning Watercolor or equivalent experience. TWA
Course: ADS349 25 Hours $190 + $120 fee = $310; NMR add $160
Germantown Campus
CRN#: 34190 10 Sessions R 2/13-4/23 4-6:30 p.m.
No class 3/19
Takoma Park/Silver Spring Campus
CRN#: 34188 10 Sessions M 2/10-4/20 1-3:30 p.m.
No class 3/16
CRN#: 34189 10 Sessions W 2/12-4/22 1-3:30 p.m.
No class 3/18

Studio Painting: Independent Studies in Oil Painting
From trompe l’oeil techniques to abstract expressionism, develop your own painting style. You will primarily work on paintings and subjects of your own choosing. There will be a limited number of group studies intended to enhance the participants’ own direction. Bring your oil painting supplies including canvas of your choice and your painting concept to the first class. Prerequisite: At least two semesters of oil painting studies. TWA
Course: ADS341 25 Hours $195 + $115 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 34187 10 Sessions S 2/15-4/25 9:30 a.m.-12 p.m.
No class 3/21

Digital Photography
A practical, hands-on introduction to the fundamental technical and aesthetic principles of digital photography. The class includes demonstrations, lectures, group critiques, and discussion. Learn DSLR (digital single lens reflex) and mirrorless interchangeable lens camera operation, shot composition, and digital retouching and manipulation. Required equipment: a DSLR or mirrorless interchangeable lens camera with at least 7.0 megapixel resolution, memory card, and flash drive. TWA
Course: ADS318 15 Hours $150 + $100 fee = $250; NMR add $120
Rockville Campus
CRN#: 34181 5 Sessions S 2/15-3/14 9:30 a.m.-12:30 p.m.
CRN#: 34180 5 Sessions R 3/19-4/23 3-6 p.m.
No class 4/9
Takoma Park/Silver Spring Campus
CRN#: 34182 5 Sessions S 2/15-3/14 9:30 a.m.-12:30 p.m.
CRN#: 34179 5 Sessions R 3/26-4/23 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
Rockville Campus
CRN#: 34259 15 Sessions S 2/1-5/16 8 a.m.-12:40 p.m.
No class 3/21

Supply lists will be provided the first day of class unless otherwise noted. Bookstores on all campuses carry most of the art supplies you will need.

Co-Listed Classes
Classes marked with this symbol ◘ are co-listed. They are offered so that students may register either for credit or continuing education (noncredit) status. These classes are open to all students at Montgomery College.
Mobile Phone Photography
Unlock the power of your smartphone’s camera. Learn the apps, settings, composition techniques, and content that work best with smartphones. We’ll look at the smartphone as a photographic tool and examine contemporary and historic artists. Learn to create, edit, and critique high-quality images taken with your phone (you may also use a point-and-shoot or DSLR for shooting). Students of all levels welcome. TWA
Course: ADS398 12.5 Hours $95 + $70 fee = $165; NMR add $120

Rockville Campus
CRN#: 34200 5 Sessions R 2/13-3/12 3:30-6 p.m.

Takoma Park/Silver Spring Campus
CRN#: 34199 5 Sessions R 2/13-3/12 7-9:30 p.m.

Video Editing Part I: Premiere Pro Basics
Use Adobe Premiere Pro CC to edit digital videos for artistic, commercial, educational, and personal use. Learn basic editing techniques, use of the title tool, layering videos, mixing sound, moving clips, and exporting your finished product. Please bring a 500GB+ USB3.0 external hard drive, headphones with a 3.5 mm jack, and your MyMC login to the first class. Prerequisite: Experience using a Mac; can be fulfilled through ADS430 Free Mac OSX Crash Course or ADS319 Intro to Graphic Design Software. TWA
Course: ADS391 13.5 Hours $105 + $70 fee = $175; NMR add $120

Germantown Campus
CRN#: 34197 5 Sessions W 2/12-3/11 5-7:45 p.m.

Rockville Campus
CRN#: 34196 5 Sessions W 2/12-3/11 6-8:45 p.m.

Video Editing Part II: Incorporating AfterEffects
Learn how to integrate Adobe AfterEffects into your digital video editing toolkit. In this intermediate-level course, you will use the interface, explore layering in Compositions, and learn special effects like tracking and blurring. Please bring a 500GB+ USB3.0 external hard drive, headphones with a 3.5 mm jack, and your MyMC login to the first class. Prerequisite: ADS391 Video Editing Part I or basic knowledge of Adobe Premiere Pro CC; and ADS430 Free Mac OSX Crash Course, ADS319 Intro to Graphic Design Software, or experience using Mac computers. TWA
Course: ADS392 13.5 Hours $105 + $70 fee = $175; NMR add $120

Rockville Campus
CRN#: 34198 5 Sessions W 3/25/4/2 6-8:45 p.m.

Video Editing With iMovie
Discover video editing using simple programs available to everybody. If you’re not ready to take the leap to professional level software, this is the course for you! Learn the basics of non-linear video editing while exploring the art of video storytelling. Please bring your MyMC login to the first class. Prerequisite: experience using a Mac; can be fulfilled through ADS430 Free Mac OSX Crash Course or ADS319 Intro to Graphic Design Software. TWA
Course: ADS483 12.5 Hours $95 + $70 fee = $165; NMR add $120

Takoma Park/Silver Spring Campus
CRN#: 34294 5 Sessions M 3/23/4/20 9:30 a.m.-12 p.m.

PRINTMAKING

Intaglio Printing
An introduction to the fine art of metal plate etching. The techniques of drypoint hardground, softground, aquatint, and engraving are explored. TWA
Course: ART040 75 Hours $396 + $136.20 fee = $532.20; NMR add $871.20

Rockville Campus
CRN#: 34243 30 Sessions M,W 1/27-5/13 1-3:40 p.m.
No class 3/16, 3/18

Takoma Park/Silver Spring Campus
CRN#: 34244 30 Sessions M,W 1/27-5/13 6-8:45 p.m.
No class 3/16, 3/18

Printmaking: Lithography
Explore the processes, materials, and techniques of fine art lithography. Emphasis is placed on expressing visual concepts and ideas through drawing and appropriate technical manipulations on stones and/or plates, and printing in both black and white and color. TWA
Course: ART056 75 Hours $396 + $136.20 fee = $532.20; NMR add $871.20

Rockville Campus
CRN#: 34257 30 Sessions T,R 1/28-5/14 1-3:40 p.m.
No class 3/17, 3/19

Takoma Park/Silver Spring Campus
CRN#: 34258 30 Sessions T,R 1/28-5/14 9-11:40 a.m.
No class 3/17, 3/19

Serigraphy
Explore the dynamic art of screenprinting! From posters to t-shirts, serigraphy is the most ubiquitous printmaking process in use today. Learn the materials and techniques of screenprinting, including various stencils and resists. Complete multiple projects, including multicolor prints using multiple screens. TWA
Course: ART050 75 Hours $396 + $136.20 fee = $532.20; NMR add $871.20

Takoma Park/Silver Spring Campus
CRN#: 34253 15 Sessions F 1/31-5/15 9 a.m.-2:40 p.m.
No class 3/20

Woodcut Printmaking: Introduction
NEW
Discover the oldest of all printmaking methods! Create an edition of finished woodblock prints based on imagery you develop. Learn the specifics of design, carving, inking, and printing for woodcut. Explore how type of wood, line weight, and cutting tools and techniques effect the final print. This class is open to all skill levels, but please note that wood carving and printing are physically intense activities. TWA
Course: ADS494 20 Hours $155 + $105 fee = $260; NMR add $140

Takoma Park/Silver Spring Campus
CRN#: 34322 6 Sessions S 2/8-3/14 10 a.m.-1:20 p.m.

ROOM NUMBERS
Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records.
World Woodcut and Relief Traditions
Learn basic woodcut and relief printmaking techniques while studying multicultural influences in imagery, concepts, and the use of materials from Asia, Africa, Europe, and the Americas.
Course: ART055
75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 34256 30 Sessions M,W 1/27-5/13 9:30 a.m.-12:10 p.m.
No class 3/16, 3/18

SCULPTURE AND CERAMICS

Ceramic Tile Design
Explore the traditions of ceramic tile design, beginning with pattern design strategies from a variety of cultural traditions. We will create a variety of patterning projects, leading us to the on-glaze ceramic painting process of maiolica, a brightly colorful, low-fire glaze process. We will also explore other low-fire methods such as fired-on ceramic decals, building up a rich layered surface. Working with six-inch biscuit tiles and plate forms, students will use ceramic painting methods to create a variety of tile- and plate-based projects which may be integrated into formats including trivets, framed tile paintings, and table-tops. TWA
Course: ADS434
25 Hours
$190 + $120 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 34211 10 Sessions M 2/10-4/20 1-3:30 p.m.

Sculputure I
Discover the theory and basic techniques used in relief sculpture and sculpture in the round. Explore the problems and principles of sculpture using both additive and subtractive techniques. Create artwork using a range of materials such as clay, wood, modern plastics, plaster, and metals. Prerequisite: ART049/ART103 Three-Dimensional Design or the equivalent. TWA
Course: ART024
75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 34237 30 Sessions M,W 1/27-5/13 1-3:40 p.m.
No class 3/16, 3/18

Three-Dimensional Design
Explore the elements and principles of art and how to apply them to three-dimensional composition. Tackle the challenges of designing and creating three dimensional objects, such as interpreting two-dimensional sketches and building secure free-standing objects. This course is a must for anyone beginning to work in three dimensions! TWA
Course: ART049
75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Takoma Park/Silver Spring Campus
CRN#: 34252 30 Sessions M,W 1/27-5/13 9-11:40 a.m.
No class 3/16, 3/18


BUILDING AND CONSTRUCTION

AC / Heat Pump Systems
An advanced HVAC course emphasizing on the operation, installation, servicing, and troubleshooting of cooling-only and heat pump systems. Topics include installation and service procedures, tools, equipment, systems and subsystems, and cooling principles. Students are expected to have completed Fundamentals of Refrigeration and HVAC Electricity, or have equivalent knowledge and experience. TWA
Course: TTG384
62.5 Hours
$528 + $181.60 fee = $709.60; NMR add $1,161.60
Rockville Campus
CRN#: 34914 15 Sessions M 1/27-5/11 5:30-9:45 p.m.
No class 3/16

Advanced Framing and Exterior Finishing
An advanced carpentry course emphasizing framing and exterior finishing of residential buildings. Topics include rafter layout and roof framing, stair calculations and installation, steel framing, exterior door and window installation, and roofing and siding materials and installation. Students are expected to have completed Fundamentals of Carpentry or have equivalent knowledge and experience. TWA
Course: TTG480
75 Hours
$528 + $181.60 fee = $709.60; NMR add $1,161.60
Rockville Campus
CRN#: 34923 15 Sessions T 1/28-5/12 5:10-10:15 p.m.
No class 3/17

Apartment Maintenance Technician Certificate
An Apartment Maintenance Technician is a trained professional with a wide range of knowledge and skills pertaining to residential buildings and systems. Learn maintenance and repair skills in electrical, plumbing, HVAC, appliances, and interior and exterior spaces as applied to apartments and residential buildings. Successful program completers will be eligible for a certificate (CAMT) from the National Apartment Association Education Institute. TWA
Course: TTG500
83 Hours
$320 + $960 fee = $1,280; NMR add $650
Rockville Campus
CRN#: 34926 21 Sessions M,F 2/17-5/1 5:30-9:30 p.m.
No class 3/20

Building Codes and Standards
An examination of building codes and standards applied to residential buildings. The International Residential Code (IRC) will be emphasized, and local area amendments will be addressed. Topics include planning and permitting, foundations, floors, walls, roofs, energy efficiency, chimneys, and fireplaces. TWA
Course: TTG379
75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 34909 15 Sessions W 1/29-5/13 6-8:40 p.m.
No class 3/18

Building Trades Blueprint Reading
Focus on reading and interpreting working construction drawings and making practical applications in the building trades, primarily in carpentry, electrical, plumbing, and HVAC/R. Topics include drawing types; symbols and terminology; interpreting scale and dimensioning; floor plans; and mechanical, elevation, and detail drawings. TWA.
Course: TTG008
37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus

Commercial Electrical Wiring
An advanced electrical course, emphasizing wiring of commercial buildings. Topics include conduits and cables, branch circuits and feeders, fasteners, motors and transformers, services and panelboards, and commercial wiring codes and specifications. Students are expected to have completed Fundamentals of Electrical Wiring, or have equivalent knowledge and experience. TWA
Course: TTG381
75 Hours
$528 + $181.60 fee = $709.60; NMR add $1,161.60
Rockville Campus
CRN#: 34912 15 Sessions W 1/29-5/13 5:10-10:15 p.m.
No class 3/18

Fundamentals of Carpentry
An introduction to framing and the carpentry trade. Topics include material selection and estimating; basic calculations; tools; print reading; layout; and floor, wall, and ceiling framing. TWA
Course: TTG477
75 Hours
$528 + $181.60 fee = $709.60; NMR add $1,161.60
Rockville Campus
CRN#: 34916 15 Sessions R 1/30-5/14 5:10-10:15 p.m.
No class 3/19

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.
**WDCE Winter/Spring 2020 Schedule**

**Fundamentals of Electrical Wiring**
An introduction to electrical wiring and the electrical trade. Topics include material identification and selection, tools, electrical theory, switch and receptacle wiring, electrical plans reading, and electrical safety. TWA

*Course: TTG478  75 Hours*

- Rockville Campus
  - **CRN#: 34919**  15 Sessions  M
    - 1/27-5/11  5:10-10:15 p.m.
    - No class 3/16
  - **CRN#: 34921**  25 Sessions  M,T,W,R,F
    - 2/3-3/6  12:45-4 p.m.

**Fundamentals of Refrigeration**
An introduction to the theory, principles, and applications of heat transfer as applied to refrigeration processes and the compression refrigeration cycle. Topics include refrigerants, system performance, tools, tubing and fittings, soldering and brazing, and system charging and evacuation. TWA

*Course: TTG373  62.5 Hours*

- Rockville Campus
  - **CRN#: 34898**  15 Sessions  R
    - 1/30-5/14  5:30-9:45 p.m.
    - No class 3/19
  - **CRN#: 35437**  20 Sessions  M,T,W,R
    - 2/3-3/5  12:45-4 p.m.

**Introduction to the Building Trades**
An introduction to the construction process and the professional building trades. Career options, professional preparation, building systems and materials, and construction industry issues will be explored. TWA

*Course: TTG010  37.5 Hours*

- Rockville Campus
  - **CRN#: 34884**  15 Sessions  M
    - 1/27-5/11  6-8:40 p.m.
    - No class 3/16
  - **CRN#: 34879**  15 Sessions  M,W,F
    - 2/3-3/6  9-11:40 a.m.

**Heating Systems**
An advanced HVAC courses emphasizing on the operation, installation, servicing, and troubleshooting of gas, oil, and electric forced-air heating systems. Topics include installation and service procedures, tools, equipment, systems, fuels, and principles of combustion. Students are expected to have completed Fundamentals of Refrigeration and HVAC Electricity, or have equivalent knowledge and experience. TWA waiver applies; seniors pay fee only.

*Course: TTG383  62.5 Hours*

- Rockville Campus
  - **CRN#: 35439**  29 Sessions  T,R
    - 1/28-5/12  9-11:40 a.m.
    - No class 3/17,3/19

**HVAC Electricity**
An introduction to the theory and applications of electricity as applied to heating, ventilation, and air conditioning systems. Topics include Ohm's Law, schematics, control and line voltage circuits, meters, motors, and troubleshooting. TWA

*Course: TTG374  62.5 Hours*

- Rockville Campus
  - **CRN#: 34903**  20 Sessions  M,T,W,R
    - 3/23-4/23  12:45-4 p.m.

**HVAC Technician Development**
An overview of the HVAC technician’s professional development responsibilities and opportunities. Refrigerant transition and recovery certification training will be provided. Students are expected to have completed Fundamentals of Refrigeration or have equivalent knowledge and experience. Topics include career opportunities, customer relations, safety, and environmental issues. TWA

*Course: TTG375  25 Hours*

- Rockville Campus
  - **CRN#: 34905**  7 Sessions  T
    - 1/28-3/10  5:30-9:10 p.m.
  - **CRN#: 35438**  8 Sessions  M,T,W,R
    - 4/27-5/7  12:45-4 p.m.

**National Electrical Code**
An examination of the National Electrical Code (NEC) and its application in electrical construction. Topics include terminology, wiring specs and methods, overcurrent protection, raceways and cables, motors, and more. Bring a copy of the 2014 NEC to the first class. TWA You must purchase textbook(s)/materials and bring them to the first class.

*Course: TTG579  37.5 Hours*

- Rockville Campus
  - **CRN#: 34962**  15 Sessions  M
    - 1/27-5/11  5:30-8:10 p.m.
    - No class 3/16

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

*Course: TTG481  75 Hours*

- Rockville Campus
  - **CRN#: 34925**  15 Sessions  R
    - 1/30-5/14  5:10-10:15 p.m.
    - No class 3/19
  - **CRN#: 34924**  25 Sessions  M,T,W,R,F
    - 3/23-4/24  12:45-4 p.m.

**Architecture and Construction Management**

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

*Course: TTG502  50 Hours*

- Rockville Campus
  - **CRN#: 35075**  15 Sessions  R
    - No class 3/19

---

**Automotive Technology**
Prepare for or advance your career in the automotive service and repair industry with a degree or certificate in automotive technology. You can earn an Associate of Applied Science degree or certificates of completion in specialty areas.

Many of the courses offered by the Gudelsky Institute for Technical Education are available as credit courses for those who are seeking a degree and as noncredit courses for those who need to take a class to prepare for an industry certification exam.

[https://www.montgomerycollege.edu/academics/programs/automotive-technology/index.html](https://www.montgomerycollege.edu/academics/programs/automotive-technology/index.html)
Construction Estimating

This course includes an overview of the estimating process, estimator’s role, bidding process, contract documents, and other requirements impacting the preparation of a construction estimate. Emphasis is placed on preparing quantity takeoffs for general conditions, site work, concrete, masonry, structural steel, wood, thermal and moisture control, doors, windows, and finishes. Common pricing techniques and the use of computers in estimating are introduced. A basic knowledge of construction, plan reading, and basic math is required. TWA

Course: TTD418 50 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 35068 30 Sessions T,R
1/28-5/14 8-9:50 a.m.
No class 3/11, 3/19
CRN#: 35067 15 Sessions T
1/28-5/12 6-9:40 p.m.

Construction Field Operations

The course introduces field management procedures from the project superintendent’s perspective. Topics include jobsite analysis and planning, equipment utilization, labor and material coordination, field records and documentation, field scheduling, safety program and methods, and production efficiency and improvement. The course includes site visits and observations to supplement class discussions. TWA

Course: TTD494 50 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 35074 30 Sessions M,W
1/27-5/1 10-11:50 a.m.
No class 3/16, 3/18
CRN#: 35073 15 Sessions S
2/29-3/7 9-10:50 a.m.

Construction Management

This course includes a comprehensive overview of the elements of construction project management. Emphasis is placed on the business processes and management techniques the companies use to manage and control construction projects. Topics include an overview of the construction and design industries, different types of company organizations, construction documents and contracts, project delivery methods, responsibilities of the construction manager, project chronology, estimating/bidding and procurement procedures, cost and time control strategies, and site administration. A general understanding of construction and architecture is required to take this course. TWA

Course: TTD495 45 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 35440 32 Sessions M,W
1/27-5/13 12:30-1:45 p.m.
No class 3/16, 3/18

Construction Methods and Materials

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

Course: TTD493 50 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 35073 30 Sessions M,W
1/27-5/13 8-9:50 a.m.
No class 3/16, 3/18
CRN#: 35072 15 Sessions M
1/27-5/11 6-7:40 p.m.
No class 3/16
CRN#: 35071 30 Sessions T,R
1/28-5/14 10-11:50 a.m.
No class 3/17, 3/19

Construction Planning and Scheduling

This course is designed to review and analyze the planning and scheduling requirements used to manage construction projects. It will cover the preparation and pre-construction planning performed by the Project Manager and Project Superintendent. You will learn how to manually develop a Critical Path Method (CPM) for planning construction operations. You will use Primavera scheduling software to develop the list of activities for the project, the duration of activities, project critical path, and duration. Management reports will be developed and analyzed. TWA

Course: TTD457 50 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 35070 30 Sessions M,W
1/27-5/13 10-11:50 a.m.
No class 3/16, 3/18
CRN#: 35069 15 Sessions W
1/29-5/13 6-9:30 p.m.
No class 3/18

Basic Repair Series

Basic Repair: Appliance Maintenance
Learn how to do basic maintenance on home appliances. Topics include dryer vents, HVAC filters, water heaters, boiler thermocouples, and more. TWA

Course: TTD507 6 Hours
$35 + $60 fee = $95; NMR add $50
Rockville Campus
CRN#: 34927 1 Session S
3/14 9 a.m.-3:30 p.m.

Basic Repair: Carpentry
Perform basic carpentry skills such as basic wall framing, door and window installation, and trim installation. The class covers tools and materials as well as the safe performance of standard construction methods. TWA

Course: TTD297 12 Hours
$65 + $125 fee = $190; NMR add $120
Rockville Campus
CRN#: 34997 2 Sessions S
4/18-4/25 9 a.m.-3:30 p.m.

Basic Repair: Electrical
Learn to replace bad electrical components and install outlets and fixtures safely and according to National Electrical Code specifications. Learn the proper techniques for wiring and connecting, as well as the different types of circuits. TWA

Course: TTD229 12 Hours
$65 + $125 fee = $190; NMR add $120
Rockville Campus
CRN#: 34996 2 Sessions S
2/29-3/7 9 a.m.-3:30 p.m.

Basic Repair: Plumbing
Learn how to properly replace faulty plumbing fixtures and perform typical maintenance. Topics include gluing plastic pipe, soldering copper pipe, making connections, and replacing faulty or leaking components. TWA

Course: TTD228 12 Hours
$65 + $125 fee = $190; NMR add $120
Rockville Campus
CRN#: 34992 2 Sessions S
2/9-2/16 9 a.m.-3:30 p.m.

Green Technology

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

Course: TTD521 50 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 34930 15 Sessions T
1/28-5/12 5:30-8:55 p.m.
No class 3/17

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.
### Challenge Program

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

For more information, please visit: [www.montgomerycollege.edu/wdce](http://www.montgomerycollege.edu/wdce)

#### Winter Intersession

**Building Reading Skills**

Reading skills are essential for school, work, and social life. Travel to many exciting places through the magic of books. Reading, vocabulary, and comprehension skills will be increased through discussion, writing, and art projects. Learn to identify the main idea, follow a sequence of events, and recognize supporting details. Come journey through the adventures of reading!

**Course:** SPP315  **15 Hours**

<table>
<thead>
<tr>
<th>Rockville Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRN#: 34867</td>
</tr>
<tr>
<td>10 Sessions M,T,W,R,F</td>
</tr>
<tr>
<td>1/6-1/17 10:45 a.m.-12:15 p.m.</td>
</tr>
<tr>
<td>$160 + $69 fee = $229; NMR add $140</td>
</tr>
</tbody>
</table>

**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 displayed and critiqued. Join us for hours of fun and creativity!

**Course:** SPP317  **15 Hours**

<table>
<thead>
<tr>
<th>Rockville Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRN#: 34868</td>
</tr>
<tr>
<td>10 Sessions M,T,W,R,F</td>
</tr>
<tr>
<td>1/6-1/17 2:30-4 p.m.</td>
</tr>
<tr>
<td>$160 + $69 fee = $229; NMR add $140</td>
</tr>
</tbody>
</table>

### Spring Session

**Reading for Fun and Facts: Misty of Chincoteague**

If you love horses, you will love this book set in nearby Chincoteague Island. Read about the adventures of two children and a wild horse! Learn reading comprehension skills, build vocabulary and understand main idea and sequence of events.

**Course:** SPP292  **15 Hours**

<table>
<thead>
<tr>
<th>Rockville Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRN#: 34866</td>
</tr>
<tr>
<td>10 Sessions M,T,W,R,F</td>
</tr>
<tr>
<td>1/6-1/17 10:45 a.m.-12:15 p.m.</td>
</tr>
<tr>
<td>$160 + $69 fee = $229; NMR add $140</td>
</tr>
</tbody>
</table>

**Crafty Creations NEW**

WOW! What a fun way to spend the day. Learn to create a variety of crafts from weaving stars out of yarn and rods, to making dream catchers and pan flutes. Learn to sew, improve hand-eye coordination and thinking skills in this crafty class. You will learn to create animals from beads, create a checkerboard and clay pieces.

**Course:** SPP486  **15 Hours**

<table>
<thead>
<tr>
<th>Rockville Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRN#: 34899</td>
</tr>
<tr>
<td>10 Sessions F</td>
</tr>
<tr>
<td>1/31-4/10 12:30-2 p.m.</td>
</tr>
<tr>
<td>$160 + $69 fee = $229; NMR add $140</td>
</tr>
</tbody>
</table>

**Sculpting with Clay and Paper-mâché**

Here’s the class you have been asking for! Each week you will create an amazing piece of art work. You will sculpt a pinch pot, snowman, feathered birds and delicate paper-mâché lanterns. You will learn about the famous sculptures of Leonardo da Vinci’s giant horse.

**Course:** SPP487  **15 Hours**

<table>
<thead>
<tr>
<th>Rockville Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRN#: 34900</td>
</tr>
<tr>
<td>10 Sessions M,T,W,R,F</td>
</tr>
<tr>
<td>1/16-1/17 9-10:30 a.m.</td>
</tr>
<tr>
<td>$160 + $69 fee = $229; NMR add $140</td>
</tr>
</tbody>
</table>

**Anime Movie Celebration**

Anime is hand drawn and computer animation originating in Japan. You will watch and discuss several popular Anime movies and learn the origin of Anime. You will explore different characteristics, and the exciting process of how it is produced.

**Course:** SPP479  **15 Hours**

<table>
<thead>
<tr>
<th>Rockville Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRN#: 34889</td>
</tr>
<tr>
<td>10 Sessions F</td>
</tr>
<tr>
<td>1/31-4/10 10:30 a.m.-12 p.m.</td>
</tr>
<tr>
<td>No class 3/20</td>
</tr>
</tbody>
</table>

**Beginning Theater: Acting and Improv**

Acting is the art of telling stories through your voice, body and interactions with others. Improv is the ability to tell stories instantly, or on the spot. Acting will strengthen your imagination, promote self-confidence and increase spontaneity. Acting promotes teamwork and teaches self control with your body and voice. Join us as we jump out of our comfort zones and become more comfortable in social settings!

**Course:** SPP491  **15 Hours**

<table>
<thead>
<tr>
<th>Rockville Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRN#: 34906</td>
</tr>
<tr>
<td>10 Sessions W</td>
</tr>
<tr>
<td>1/29-4/8 1-2:30 p.m.</td>
</tr>
<tr>
<td>No class 3/18</td>
</tr>
</tbody>
</table>

**Wilderness Discovering the American Wilderness NEW**

North America is a vast land of natural contrast. It has deserts, frozen glaciers, steep canyons, soaring mountain ranges, lush forests and endless coastlines. You will explore American wilderness and its natural wonders, as well as discovering National Parks. You will also learn about people who worked to preserve our great wilderness. Did you know that John Muir and Teddy Roosevelt helped preserve our wilderness? **Grab a pencil, notebook and folder, and let’s explore together!**

**Course:** SPP490  **15 Hours**

<table>
<thead>
<tr>
<th>Rockville Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRN#: 34904</td>
</tr>
<tr>
<td>10 Sessions W</td>
</tr>
<tr>
<td>1/29-4/8 11 a.m.-12:30 p.m.</td>
</tr>
<tr>
<td>No class 3/18</td>
</tr>
</tbody>
</table>

### 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.

---

**WDCE Winter/Spring 2020 Schedule**

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

---

**NEW**

- **Lanterns**
  - 1/31-4/10 10:30 a.m.-12 p.m.
  - CRN#: 34860 10 Sessions F
  - $160 + $69 fee = $229; NMR add $140

- **Dream Catchers**
  - 1/31-4/10 11 a.m.-12:30 p.m.
  - CRN#: 34861 10 Sessions F
  - $160 + $69 fee = $229; NMR add $140
Exploring the Amazon and Rainforest

The Amazon is the largest rainforest in the world. It is home to a fascinating range of animals, birds and insects. Did you know the rainforest is divided into three separate eco-systems? The forest floor, the under-story and the canopy. You will discover the abundant life that flourishes in each.

**Course: SPP488**
- **CRN#: 34901**
- **10 Sessions**
- **M**: 1/27/4-11 a.m.-12:30 p.m.
- **No class 3/16**

Fizzy, Fun, Fabulous Drinks

Spring drinks have beautiful distinctive colors and a light refreshing taste that fits into the nonalcoholic lifestyle that spans all ages. Join us as we learn drink recipes, measurements, and glass styles. Have you ever sipped a “Cool Breeze”, a “Mexican Tea”, or a “Virgin Daiquiri”? You will learn to make a drink for every occasion: February “Red English Rose,” March “Sparkling Shamrock”, and in April “Loose Lemonade”, which is so refreshing. Grab an apron and let’s learn to quench your thirst with “Green Lemonade”, a delicious kiwi mocktail for everyone!

**Course: SPP495**
- **CRN#: 34911**
- **10 Sessions**
- **W**: 1/29/4-1/2:30 p.m.
- **No class 3/18**

Global Music

Join us as we explore music from around the globe. Did you know that K-Pop is Korean pop music, and Reggae music came from Jamaica? You will learn about all types of music and the countries they originated. Did you know that Bollywood songs are derived from the song and dance routines common in Indian films? Put your hands together and learn how Afro-soul music came about.

**Course: SPP493**
- **CRN#: 34908**
- **10 Sessions**
- **F**: 1/31/4-10 a.m.-11:30 a.m.
- **No class 3/20**

Effective Communication for the Workplace

Effective communication in the workplace is an essential part of any organization. Employers want employees who communicate effectively, are positive, good listeners and practice being open minded. You will learn the communication skills you need to succeed in the workplace such as: the most effective way to communicate verbally and non-verbally, the proper use of phones and cellphones in the workplace and strategies for managing conflicts and interacting with coworkers. We will have team building and leadership activities that will help lead to stronger relationships and less conflict at work and in life. Mastering these skills will help empower you, build self-esteem, and lead to increased success in the workplace. Join us as we discuss how to be a successful team member and a productive employee.

**Course: SPP395**
- **15 Hours**
- **Rockville Campus**
- **CRN#: 34871**
- **10 Sessions**
- **F**: 1/31-4/10
- **9-10:30 a.m.**
- **No class 3/20**

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, creating your own to-do-lists and assigning tasks based on how long you think they will take.

**Course: SPP349**
- **15 Hours**
- **Rockville Campus**
- **CRN#: 34869**
- **10 Sessions**
- **R**: 1/30-4/9
- **5:15-6:45 p.m.**
- **No class 3/19**

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, creating your own to-do-lists and assigning tasks based on how long you think they will take.

**Course: SPP349**
- **15 Hours**
- **Rockville Campus**
- **CRN#: 34869**
- **10 Sessions**
- **R**: 1/30-4/9
- **5:15-6:45 p.m.**
- **No class 3/19**

In the News: What’s Happening in Our World?

Do you believe everything you hear in the news? Have you heard the term “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 discuss its influence.

**Course: SPP437**
- **15 Hours**
- **Rockville Campus**
- **CRN#: 34880**
- **10 Sessions**
- **T**: 1/28-4/7
- **1-2:30 p.m.**
- **No class 3/17**

International Sports and Games

You will be exposed to a variety of different international sports and games that build skills through multicultural play. You will learn what country the games came from and your physical ability will increase through participation. And, yes, American games are part of the international games too!

**Course: SPP482**
- **15 Hours**
- **Rockville Campus**
- **CRN#: 34880**
- **10 Sessions**
- **T**: 1/28-4/7
- **1-2:30 p.m.**
- **No class 3/17**

Effective Writing I

Come have fun with words! You will be able to express yourself in writing and be taught how to write descriptive paragraphs using photographs, popcorn and objects. You will write about how to perform a task like making cookies; your favorite time of year, using three main reasons you like it. Explore by writing your thumbprint and about the real you! Emphasis will be on using novel ways to learn the form of the paragraph and to improve grammar and sentence structure, including run-on, incomplete sentences, and tense.

**Course: SPP447**
- **15 Hours**
- **Rockville Campus**
- **CRN#: 34863**
- **10 Sessions**
- **M,W**: 2/10-3/11
- **10:45 a.m.-12:15 p.m.**
- **CRN#: 34886**
- **10 Sessions**
- **M,W**: 3/23-4/22
- **10:45 a.m.-12:15 p.m.**

Essential Life Skills

Whether you are looking forward to moving out on your own or you do not feel quite ready, learning essential life skills will help you feel more confident and prepare you for independence. You will learn how to set tangible goals and create an action plan to achieve these goals, develop a budget and learn how to manage your finances, take care of your health by learning good grooming and health habits. You will be making weekly menus, creating shopping lists, and learning about kitchen safety. You will also learn proper laundry techniques and even learn how to sew on a button! You will create an emergency plan and learn basic first aid. We will discuss how to stay socially connected and how to be a responsible and productive member of your community.

**Course: SPP431**
- **24 Hours**
- **Rockville Campus**
- **CRN#: 34878**
- **16 Sessions**
- **M,W**: 1/27-3/25
- **9-10:30 a.m.**
- **No class 3/16, 3/18**

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.
Money Management: Let's Save!
Gain practical knowledge about money management and practice basic skills in reading and math while learning to save! Learn the meaning and use of words and terms associated with a savings account, checking account, credit cards, credit limits, credit score, finance charges, and more. You will learn banking terminology and vocabulary relevant to money management.
You will write checks, balance a checkbook, record transactions, and keep track of balances. You will learn to manage your money through real-life finance word problems.
Course: SPP428
15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 34787 10 Sessions T
1/28-4/7 5:15-6:45 p.m.
No class 3/17

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 will be discussed. Plenty of discussion and activities are planned!
Course: SPP403
15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 34873 10 Sessions T
1/28-4/7 10-11:30 a.m.
No class 3/17

Puppet Mania
You will gain skills in reading and writing, as well as confidence in public speaking through use of puppets and puppet plays. You will use a variety of puppets to perform dramas designed to improve the aforementioned skills. You will create your own puppets, write puppet plays, and perform to a small audience. Join this interactive class and bring your scissors, glue sticks, and imagination!
Course: SPP381
15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 34870 10 Sessions M
1/27-4/6 12:30-2 p.m.
No class 3/16

Reading and Vocabulary Building I
You will receive instruction in reading comprehension and vocabulary building. You will improve vocabulary skills; learn to to identify the main idea, follow a sequence of events, and recognize supporting details. You will learn to use context clues; order of sequence and cause/effect. Join us for an interactive reading class!
Course: SPP446
15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 34881 10 Sessions M,W
2/10-3/11 9-10:30 a.m.
CRN#: 34882 10 Sessions M,W
3/23-4/22 9-10:30 a.m.

Rock 'N Read
This class will be the best reading class you have ever taken! Bring in a song that you really love, and share it with the class. You will be reading a biography/autobiography of a famous rock star! You will improve reading comprehension by answering related questions, as well as creating awesome projects! You will follow along in your own articles as each assignment is read aloud. You will work individually and in groups to complete projects.
Course: SPP481
15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 34894 10 Sessions M
1/27-4/6 10:30 a.m.-12 p.m.
No class 3/16

Graduate Transition Program
The Graduate Transition Program (GTP) at Montgomery College offers a college experience for students with developmental disabilities. GTP is a two-year, noncredit certificate program offering academic classes, job coaching, job development, career exploration, and social and recreational activities.
For information, contact
Karla Nabors at 240-567-1660 or karla.nabors@montgomerycollege.edu

Safety Skills for Independent Living
Have you ever gotten lost in the community? Do you know what to do in case of an emergency at your home or workplace? Do you know how to prevent yourself from being injured while performing sports? Have you ever wondered how you can navigate the internet more safely? How to prevent sunburn and what to do when you get a bug bite? In this class, you will learn about important safety skills for increasing independence in the home, workplace, community and during recreational activities. Safety First!
Course: SPP457
15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 34887 10 Sessions T
1/28-4/7 6:30-7:30 p.m.
No class 3/17

Sing, Dance and Make Music
You will experience the joy of singing, dancing, and playing rhythm instruments in a group. Sharing music with others provides stress release, cognitive improvement, and social bonds. A variety of musical styles will be explored. Join us as we make music together!
Course: SPP425
15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 34875 10 Sessions F
1/31-4/10 1-2:30 p.m.
No class 3/20

Sports and Games You Grew Up With (NEW)
Do you remember playing hopscotch, steal the bacon, flag football and kickball? In this class, you will develop endurance, flexibility, and muscles, while participating in the games and sports you enjoy! Bring your sneakers, a water bottle, and be prepared to have a blast from the past!
Course: SPP492
15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 34907 10 Sessions R
1/30-4/9 7-8:30 p.m.
No class 3/19
The History of Shakespeare Movies and Plays

Did you know *The Lion King* was inspired by *Hamlet*, yes, but also by the Biblical stories of Joseph and Moses? Like so many Disney movies, it's an amalgamation of different mythologies. However, *Scar* killing his brother *Mufasa* to become king is taken directly from *Hamlet*. The characters of *Timon* and *Pumba* also serve as fairly obvious substitutes for *Hamlet's* friends *Rosencrantz* and *Guildenstern*. 

West Side Story is an adaptation of *Romeo and Juliet*: 10 *Things I Hate About You* is based on *Taming of the Shrew*, and many more. In this class you will use the book series *Shakespeare Can Be Fun!* in order to read shortened versions of some Shakespeare plays. This class is interactive; you will read, listen, and see movie clips. You will also compare and contrast with related movies. 

Join us as you take a journey with Shakespeare movies, plays and music!

**Course:** SPP494  
**CRN#:** 34910  
**Sessions:** W  
1/27-4/6  
1-2:30 p.m.  
No class 3/16

---

**Connecting Reading and Writing**

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

**Effective Writing II**

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

**Course:** SPP139  
$237 + $114 fee = $351; NMR add $160

**Rockville Campus**

**CRN#:** 34865  
**Sessions:** T,R  
1/28-4/28  
1:15-2:45 p.m.  
No class 3/17, 3/19

---

**Reading and Vocabulary Building II**

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

**Course:** SPP119  
$237 + $114 fee = $351; NMR add $160

**Rockville Campus**

**CRN#:** 34857  
**Sessions:** T,R  
1/28-4/28  
10:15-11:45 a.m.  
No class 3/17, 3/19

---

**Challenge Program—Computer Repair**

**PC Repair Introduction**

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

**Course:** TTG516  
**CRN#:** 34929  
**Sessions:** S  
$1.290 + $337 fee = $1,627; NMR add $500

**Rockville Campus**

**No class 3/21**

---

**CompTIA Certification**

**Course:** TTG568  
**CRN#:** 34947  
$465 + $127 fee = $592; NMR add $250

**Rockville Campus**

**No class 3/17, 3/19**

---

**Challenge Program Scholarships**

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

**Application period for Spring 2020**

**Challenge or GTP scholarships is**  
**Nov. 25–Dec. 11 at 5 p.m.**  
For more information and for application deadlines, please visit: http://www.montgomerycollege.edu/wdce

---

**Challenge Program Students**

If you need support services due to a disability, please contact Ms. Natalie Martinez at least six weeks prior to the start of class to arrange for accommodations and/or assistive technology. 

Natalie Martinez: 240-567-4118  
E-mail: natalie.martinez@montgomerycollege.edu

If this procedure is not followed, services may be delayed.

---

**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.emsicareercoach.com/
TEXTBOOKS: Textbooks are mandatory. Recommended textbooks are optional. Textbooks are available at the campus that the course will be held.

SOFTWARE: Microsoft Office programs are used Windows 10 platform and MS Office 2019 unless otherwise specified. QuickBooks software is version 2018.

OTHER MATERIALS: A USB Flash drive/memory stick, 512MB or larger is required for ITI courses unless otherwise specified. Please bring to first class.

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

SOFTWARE: Microsoft Office programs are used Windows 10 platform and MS Office 2019 unless otherwise specified. QuickBooks software is version 2018.

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

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

— Digital Graphics —
• Step by Step Guide to Self-Publish with Amazon
• Linux
• Linux/Unix—Levels I & II
• Linux/Unix—System Administration Introduction

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

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

Electives
• Cisco CCNA Complete and CCNA Lab
• Computer Support Specialist—Microsoft 365 Certified
• Windows Server 2016 Certification

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

Java Track
• Programming Fundamentals
• Java 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 Modules:
  – Facebook and Instagram
  – Pinterest, YouTube & Google+
  – Twitter & Periscope
• LinkedIn® for Entrepreneurs and Small Business Leaders.
• Optimizing LinkedIn to Land Your Next Job

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

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

Inclement Weather
Inclement weather conditions: go to www.montgomerycollege.edu. If the College is closed, there are no classes. For classes meeting in a Montgomery County Public Schools facility, go to www.montgomerycountyschoolsmd.org. If MCPS is closed, or evening activities are canceled, there are no classes. Students attending classes at local hospitals, will have class unless notified by their instructor.
<table>
<thead>
<tr>
<th>Course</th>
<th>Location</th>
<th>CRN#</th>
<th>Dates</th>
<th>Times</th>
<th>Sessions</th>
<th>Instructors</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>MS Excel—Level I</td>
<td>Takoma Park/Silver Spring Campus</td>
<td>34366</td>
<td>3/31-4/9</td>
<td>6:30-9:30</td>
<td>4 Sessions</td>
<td>T,R</td>
<td>No class 3/16, 3/18&lt;br&gt;<strong>NMR add $140</strong>&lt;br&gt;<strong>$85 + $163 fee = $248</strong>&lt;br&gt;<strong>MS Excel—Level I or equivalent experience</strong>&lt;br&gt;<strong>Prerequisites:</strong> Microsoft Office Specialist (MOS). For comprehensive certification training, students should complete Levels I, II, III. For more information about MOS please visit this link: <a href="https://www.microsoft.com/en-us/learning/certification-overview-mos.aspx">https://www.microsoft.com/en-us/learning/certification-overview-mos.aspx</a>.** TEXTBOOK REQUIRED.**&lt;br&gt;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: <a href="https://www.microsoft.com/en-us/learning/certification-overview-mos.aspx">https://www.microsoft.com/en-us/learning/certification-overview-mos.aspx</a>. <strong>Prerequisites:</strong> MS Excel—Level II or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA.</td>
</tr>
</tbody>
</table>

**MS Excel—Level II**

Excel 2019 Level II builds on the basics concepts and skills of our Level I. Learn the intermediate functions of Excel 2019. Learn themes, cell styles, and number formats, as well as functions for dates, numbers, and text. **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](https://www.microsoft.com/en-us/learning/certification-overview-mos.aspx). **Prerequisites:** MS Excel—Level I or equivalent experience.ss. You must purchase textbook(s)/materials and bring them to the first class. TWA. **Course:** ITI091 | **12 Hours** | **$85 + $163 fee = $248; NMR add $140** | 4/14-4/23 | 6:30-9:30 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](https://www.microsoft.com/en-us/learning/certification-overview-mos.aspx). **Prerequisites:** MS Excel—Level II or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA. **Course:** ITI422 | **12 Hours** | **$69 + $117 fee = $186; NMR add $120** | 2/19-2/21 | 9:30 a.m.-1:30 p.m. |

**File Management Skills**

Develop expertise in file management, create folders and subfolders with Windows Explorer, and find and copy files. File management skills are required for students who take MS Office, web development, or programming courses. **Prerequisites:** Computer Basics or equivalent experience, and Introduction to Keyboarding, or keyboarding skills. You must purchase textbook(s)/materials and bring them to the first class. TWA. **Course:** CMP226 | **5 Hours** | **$42 + $76 fee = $118; NMR add $120** | 1/31 | 9 a.m.-2 p.m. | 2/28 | 9 a.m.-2 p.m. |
Working with Windows
Whether you’re new to computers or have used them in the past, this class will help you become more comfortable using a personal computer (PC) and, more specifically, the Windows 10 interface. This course will help you to define what a PC is, and familiarize you with the Windows 10 user interface and its basic capabilities. In this course, you will explore Windows 10 and learn how to create documents, send email, browse the Internet, and share information between applications and with other users. Prerequisites: Computer Basics or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA Course: CMP073 8 Hours
$35 + $115 fee = $150; NMR add $120

Gaithersburg Business Training Center
CRN#: 34336 2 Sessions T,T
2/11-2/13 9:30 a.m.-1:30 p.m.

Business Applications
Creating Your Personal and Small Business Web Sites
Are you interested in creating a personal or business website on your own without having to spend a lot of money for software or professional help? Creating a personal or business website using online tools like Wix, Webby or Wordpress are now much easier. Learn how to design a usable website across all devices - desktop, tablets, smartphones, and watches. In this introductory course you will learn how to create a fully responsive website using various online web editors without doing any coding. Topics include every phase of web design—planning, design, and implementation. You will also learn about choosing an online web design sites that works for you, getting a web address, and integrating your new web presence into your overall marketing plan. Prerequisites: Working with Windows or File Management Skills or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA Course: CMP686 15 Hours
$99 + $191 fee = $290; NMR add $140

Takoma Park/Silver Spring Campus
CRN#: 34371 4 Sessions S
3/28-4/18 9 a.m.-12:45 p.m.

QuickBooks—Level I
Learn the fundamentals of using QuickBooks 2018 to track the finances of a small business. Set up a new company; manage bank account transactions; maintain customer, job, and vendor information; manage inventory; generate reports; and use the Company Snapshot window. You will also create invoices and credit memos, write and print checks, add custom fields, set up budgets, and learn how to protect and back up your data. Prerequisites: Windows and basic knowledge of Microsoft Word and Excel. You must purchase textbook(s)/materials and bring them to the first class. TWA Course: CMP078 12 Hours
$99 + $198 fee = $297; NMR add $140

Rockville Campus
CRN#: 34339 4 Sessions M,W
2/24-3/4 9:30 a.m.-12:30 p.m.

Takoma Park/Silver Spring Campus
CRN#: 34341 4 Sessions M,W
2/10-2/19 6:30-9:30 p.m.

MS Project—Intermediate/Advanced
This course builds on the basic concepts and skills of our Level 1 course to provide more advanced project planning functions. Learn advanced task scheduling techniques, how to fine-tune task details, resources and resource assignments. The course includes organizing project details to include tracking progress of task assignment and utilization of other project resources. Techniques to get a project back on tracking using the tracking tools of MS Project 2016 are also covered. The final techniques covered include advance project reporting, customization, sharing project information and consolidating project information and resources. Prerequisites: MS Project - Introduction or equivalent experience, and understanding of project management concepts. You must purchase textbook(s)/materials and bring them to the first class. TWA Course: CMP847 12 Hours
$99 + $181 fee = $280; NMR add $140

Gaithersburg Business Training Center
CRN#: 34369 4 Sessions M,W
4/4-4/16 6:30-9:30 p.m.

QuickBooks—Level II
Expand your QuickBooks knowledge! Learn how to customize forms, use other QuickBooks accounts, set up accounts to track inventory and track and pay sales tax, do payroll, estimate times and job costs, write letters, and other day to day transactions. Prerequisites: QuickBooks—Level I, keyboarding skills, and some accounting knowledge or equivalent knowledge. CPA/CPE accredited. You must purchase textbook(s)/materials and bring them to the first class. TWA Course: CMP080 12 Hours
$99 + $198 fee = $297; NMR add $140

Rockville Campus
CRN#: 34348 4 Sessions M,W
3/9-3/25 9:30 a.m.-12:30 p.m.
No class 3/16, 3/18

Takoma Park/Silver Spring Campus
CRN#: 34349 4 Sessions M,W
2/24-3/4 6:30-9:30 p.m.

QuickBooks—Level III
This course is a step-by-step overview of the payroll processing cycle using QuickBooks. You will learn how to reconcile and record journal entries using Excel and QuickBooks software. In addition to reviewing basic project management payroll and expenses cost accounting concepts, the topics included in the four sessions will feature how to handle manual check disbursement, reconciling payroll bank accounts, and generating Federal and state payroll reports. This course is designed for business owners handling their own payroll process, students seeking employment in payroll accounting, and who need to prepare for the Certified Public Bookkeeper Examination. Prerequisites: Basic accounting knowledge, MS Excel—Levels I and II, and QuickBooks—Levels I and II, or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA Course: ITI1175 12 Hours
$99 + $191 fee = $290; NMR add $140

Rockville Campus
CRN#: 34373 4 Sessions M,W
3/30-4/8 9:30 a.m.-12:30 p.m.

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

**Course: ITI363**

18 Hours

$99 + $306 fee = $405; NMR add $225

**Gaithersburg Business Training Center**

CRN#: 34399 6 Sessions  T,R

2/18-3/5 6:30-9:30 p.m.

**AWS: Amazon Web Services—Level II**

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

**TWA**

Course: ITI363

18 Hours

$99 + $306 fee = $405; NMR add $160

**Gaithersburg Business Training Center**

CRN#: 34400 6 Sessions  T,R

3/10-4/2 6:30-9:30 p.m.

No class 3/17, 3/19

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

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

**TWA**

Course: ITI364

18 Hours

$99 + $306 fee = $405; NMR add $225

**Gaithersburg Business Training Center**

CRN#: 34401 6 Sessions  T,R

4/7-4/23 6:30-9:30 p.m.

---

**Mastering DevOps with Docker**

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

**TWA**

Course: ITI400

12 Hours

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

**Gaithersburg Business Training Center**

CRN#: 34417 4 Sessions  M,W

4/20-4/29 6:30-9:30 p.m.

**Microsoft Azure—Introduction**

Learn how to host, backup and maintain servers and Microsoft Azure services using the Azure platform. This course is for administrators and developers interested in using Microsoft Azure and those interested in becoming Azure administrators. Prerequisites: Experience implementing, developing or managing IT systems. You must purchase textbook(s)/materials and bring them to the first class.

**TWA**

Course: ITI356

18 Hours

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

**Gaithersburg Business Training Center**

CRN#: 34398 6 Sessions  T,R

1/28-2/13 6:30-9:30 p.m.

---

**Computer Networks**

**Cisco CCNA Complete**

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

**TWA**

Prerequisites: Knowledge of networking infrastructure or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class.

**TWA**

Course: ITI277

100 Hours

$519 + $1384 fee = $1903; NMR add $800

**Gaithersburg Business Training Center**

CRN#: 34377 28 Sessions  T,R

1/28-5/5 6-9:45 p.m.

No class 3/17, 3/19

**Computer Support Specialist—Microsoft 365 Certified**

This course will prepare students for the Microsoft certification exam MD-100 and MD-101: Microsoft 365 Certified: Modern Desktop Administrator Associate. The course is designed to provide students with the knowledge and skills required to install and configure Windows 10 desktops and devices in a Windows Server domain corporate environment. These skills include learning how to install and customize Windows 10 operating systems and apps, and configure local and remote network connectivity and storage. Students will also learn how to configure data security, device security, network security, and integrate Azure features. This course is intended for IT professionals who administer and support Windows 10 desktops, devices, users, and associated network and security resources. This course is also intended to provide skills for Enterprise Desktop Support Technicians (EDSTs) who provide Tier 2 support to users who run Windows 10 desktops and devices within a Windows domain environment in medium to large enterprise organizations. Prerequisites: Networking Fundamentals or knowledge of and experience with the Windows operating system, as well as basic computer networking concepts. You must purchase textbook(s)/materials and bring them to the first class.

**TWA**

Course: ITI376

60 Hours

$200 + $599 fee = $799; NMR add $350

**Gaithersburg Business Training Center**

CRN#: 34405 20 Sessions  M,W

2/17-4/29 6:30-9:30 p.m.

No class 3/16, 3/18

---

The command line. TWA

**Course: ITI362**

18 Hours

$99 + $306 fee = $405; NMR add $225

**Gaithersburg Business Training Center**

CRN#: 34399 6 Sessions  T,R

2/18-3/5 6:30-9:30 p.m.

---

**Room Numbers**

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

The ITI Networking Academy at the Information Technology Institute at Montgomery College is a comprehensive program that will help you build a solid foundation in computer networking. This instructor-led hands-on course provides you with the entry level skills necessary to start a career in Information Technology. Our instructors are IT professionals who combine technical and real world experience so you can build the solution-based skills employers seek. This program will prepare you to get certified in the recognized CompTIA IT Fundamentals, Network+, and Security+ certifications and will provide career advice and resume building workshops that will help you achieve your employment goals. The ITI Networking Academy includes the following courses:

- IT Fundamentals Exam Preparation (32 hrs)
- Network+ Certification Exam Preparation (42 hrs)
- Security+ Certification Exam Preparation (20 hrs)

Other added benefits: Career advice and resume building workshops, academy priced vouchers for certification exams, virtual labs and additional learning resources.

Prerequisites: Computer Basics, File Management Skills, or equivalent experience. Basic understanding of computer networking highly recommended. Textbook access and purchase information will be available at the first class. TWA

Course: ITI294
49 Hours
$200 + $899 fee = $1099; NMR add $850

Gaithersburg Business Training Center
CRN#: 34380
Last class on 5/4 meets 6-9 p.m.
No class 3/16, 3/18

Linux/Unix—Level I

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

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

Gaithersburg Business Training Center
CRN#: 34350
4 Sessions T,R 2/4-2/13 6:30-9:30 p.m.

Linux/Unix—Level II

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

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

Gaithersburg Business Training Center
CRN#: 34351
4 Sessions T,R 2/18-2/27 6:30-9:30 p.m.

Linux/Unix—System Administration

Introduction

Linux and UNIX power most of the most powerful supercomputers in the world today (top500.org). This introductory course in Linux/UNIX system administration emphasizes administration of systems rather than their use from an end-user’s point of view. Topics covered include system installation and configuration, user and group administration, service management, software installation, package management, and security. This is a hands-on course using the popular Ubuntu (ubuntu.com) Linux distribution. Prerequisites: Linux/Unix—Levels I and II or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: CMP214
12 Hours
$99 + $181 fee = $280; NMR add $140

Gaithersburg Business Training Center
CRN#: 34352
4 Sessions T,R 3/3-3/12 6:30-9:30 p.m.

MCISA: Windows Server 2016 Certification

This course will prepare you for the Microsoft Certified Solutions Associate (MCISA): Windows Server 2016 Certification. Learn about the installation, storage, and computer features on Microsoft’s latest server operating system, as well as networking and Active Directory features of Windows Server 2016. The courses in this path map to the exam objectives for exams 70-740, 70-741, and 70-742. Earning an MCISA: Windows Server 2016 certification qualifies you for a position as a network or computer systems administrator or as a computer network engineer, and it is the first step on your path to becoming a Microsoft Certified Solutions Expert (MCSE). Labs and test preparation will be integrated into the course. Prerequisite: Microsoft Certified Solutions Associate: Windows 10 or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: ITI379
54 Hours
$200 + $599 fee = $799; NMR add $350

Gaithersburg Business Training Center
CRN#: 34406
15 Sessions S 2/8-5/16 9 a.m.-1 p.m.
No class 3/21

For the most up-to-date list of noncredit computer technology courses and for more new courses, please search the real time schedule by visiting: www.montgomerycollege.edu/iti.

Network+ Certification Training and Exam Prep

Over time, the CompTIA Network+ certification has proven to be a must have certification for IT professionals new to networking, as well as seasoned professionals. Its profile has risen to the point where it is often recommended (or required) by major corporations and government agencies and is a condition of employment. In this course, you will be exposed to the five domains tested in the Network+ exam: network concepts, network installation and configuration, network media and topologies, network management, and network security. Upon completion of this course, you will be prepared to take the Network+ Certification exam. Prerequisites: Networking Fundamentals, knowledge of operating systems and hardware, or equivalent experience. Textbook access and purchase information will be available at the first class. TWA

Course: ITI241
42 Hours
$199 + $405 fee = $604; NMR add $300

Gaithersburg Business Training Center
CRN#: 34375
14 Sessions M,W 2/24-4/15 6:30-9:30 p.m.
No class 3/16, 3/18

Networking Basics

See course on page 25.

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 basic computer networking, including basic network connectivity, and identifying/preventing basic security risks. The information you learn in this training serves as the foundation 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 purchase textbook(s)/materials and bring them to the first class. TWA

Course: ITI421
18 Hours
$65 + $139 fee = $204; NMR add $140

Gaithersburg Business Training Center
CRN#: 34434
6 Sessions M,W 2/3-2/19 6:30-9:30 p.m.

ROOM NUMBERS

Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records.
Security+ Certification Training and Exam Prep

The demand for IT professionals with security skills and knowledge has never been greater. And one of the most widely sought after certifications for those seeking to either enter or advance in the security field is the CompTIA Security+(SYO-501). In this course, students will learn the key concepts and skills required to obtain this industry significant certification. The course will cover the Security+ exam’s six testing domains: Technologies and Tools, Architecture and Design, Identity and Access Management, Risk Management, Cryptography, and Threats, Attacks and Vulnerabilities. Upon completion of the course, students will be able to sit for the Security+ certification exam. Prerequisites: Network+ or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: ITI240  40 Hours
$199 + $405 fee = $604; NMR add $300

Rockville Campus
CRN#: 34374  10 Sessions  S
2/15-4/25  9:30 a.m.-1:30 p.m.
No class 3/21

Splunk for Power Users

Splunk is a fully featured, searching, analyzing, monitoring and reporting platform for collecting data. Splunk is easy to use and deploy. It turns machine data into intelligence, rapid visibility and insight. Splunk basically processes all of your text-based log data, and presents a simple way to going over it. It started out as “Google for your logs”, but now, it’s more than that. Learn how you can easily examine for specific techniques. Equivalency experience. Familiarity with drafting

Course: ITI261  30 Hours
$160 + $500 fee = $660; NMR add $300

Computer-Aided Design (CAD) 1

Get acquainted with the fundamentals of AutoCAD 2018 software. This class will provide a solid foundation in the essentials of designing and drafting. AutoCAD is supported and commands, support tools, and printing capabilities. At the conclusion of the course, you will have basic knowledge required to create, edit, and print clean, accurate drawings. Prerequisite: Working with Windows or equivalent experience. Familiarity with drafting techniques. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: CMP076  30 Hours
$267 + $507 fee = $774; NMR add $350

Rockville Campus
CRN#: 34338  10 Sessions  T,R
2/4-3/5  6:30-9:30 p.m.

Cybersecurity

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

Course: ITI380  42 Hours
$400 + $897 fee = $1097; NMR add $650

Gaithersburg Business Training Center
CRN#: 34407  14 Sessions  T,R
2/25-4/16  6:30-9:30 p.m.
No class 3/17, 3/19

Digital Forensics—Hands-on

Digital Forensics is a popular field with many opportunities for current and aspiring IT Professionals. In this advanced course on Digital Forensics, students will work on actual cases by investigating memory captures, network captures and system logs. The students will attempt to perform a complete forensic examination and ascertain what happened and what can be proved. This course is for students that are completing a digital forensics series or are already working in cybersecurity. Prerequisites: Digital Forensics - Introduction, or equivalent experience. TWA

Course: ITI382  18 Hours
$99 + $190 fee = $289; NMR add $140

Gaithersburg Business Training Center
CRN#: 34409  6 Sessions  M,W
3/9-4/1  6:30-9:30 p.m.
No class 3/16, 3/18

Courses in this schedule are listed in alphabetical order. Many courses have prerequisites and/or recommended sequences. Please check course descriptions for requirements. For ITI courses, you can use the Recommended Course Sequence starting on page 23.
Digital Forensics—Introduction
Digital Forensics involves the investigation of computer-related crimes with the goal of obtaining evidence to be presented in court of law. In this course, you will learn the basic skills necessary to begin the study of digital forensics. You will also learn how to examine network, log and file system evidence for traces of incursion and attack. Prerequisites: Students should have a working knowledge of computer operations and architecture. TWA
Course: ITI381 6 Hours $45 + $80 fee = $125; NMR add $120
Gaithersburg Business Training Center CRN#: 34408 2 Sessions M,W 3/2-3/4 6:30-9:30 p.m.

Data Analysis BootCamp—Advanced
You have learned how to clean data, analyze it and visualize what you have found. What is your next step? Another class of course!
The Advanced Data Analysis Bootcamp picks up where the Introductory Data Analysis Bootcamp leaves off. Students that are already familiar with python and/or R and the basics of the data science pipeline are now introduced to more advanced skills: web scraping, consuming Web APIs, SQL, advanced clustering and classification algorithms, model optimization and applying solid design principles to dashboard creation. This is a hybrid class consisting of 60 hours of in-class instruction and 30 hours of online instruction utilizing videos, individual and group projects. Prerequisites: Completion of the introductory Data Analysis Bootcamp, or a basic understanding of Python, data analysis algorithms and data visualization. TWA
Course: ITI339 15 Hours $99 + $191 fee = $290; NMR add $140
Gaithersburg Business Training Center CRN#: 34394 5 Sessions T,R 1/28-2/6 6:30-9:30 p.m.

Network+ Certification Training and Exam Prep
See course on page 28.

Security+ Certification Training and Exam Prep
See course on page 29.

Splunk for Power Users
See course on page 29.

DATA ANALYSIS
Automated Tools for Data Science
With the recent boom in data science, there is also an increase in the interest in using data science without knowing how to code. There are now fantastic tools that can take some of the hard work out of your hands and provide you with a simple GUI interface for doing some of the basic Data Science tasks. In this the student is introduced to data science tools that do not require programming skills. This class is for students that have had at least one class in data analysis and understand that primary tasks in a data analysis pipeline. All students are expected to have an AWS account. AWS.amazon.com to create your account. Prerequisites: An interest in and basic knowledge of Data Science. You must purchase textbook(s)/materials and provide them to the first class. TWA
Course: ITI404 12 Hours $99 + $100 fee = $199; NMR add $120
Gaithersburg Business Training Center CRN#: 34421 4 Sessions T,R 3/24-4/2 6:30-9:30 p.m.

Data Analysis Fundamentals
Whether you are considering a career in data, or you would like to analyze data for your own insight, this course should be your starting point. Understand where data comes from, how to find it, and the different types available. Learn how to identify missing observations in a data table and how to handle missing observations using various techniques. Apply statistics methods to analyze data, create charts, graphs, and other methods to visualize data table, and gain an understanding on how to formulate a hypothesis and interpret results. Three hours (1 session) of this course consist of online instruction/projects.

Prerequisites: File management skills, Working with Windows or equivalent experience. TWA
Course: ITI339 15 Hours $99 + $191 fee = $290; NMR add $140
Gaithersburg Business Training Center CRN#: 34394 5 Sessions T,R 1/28-2/6 6:30-9:30 p.m.

Data Analytics BootCamp
This Data Analysis Bootcamp takes the student from data novice to data expert in this 60-hour project-based course. You will learn and apply basic data analysis tools including data mining and visualization. Learn Python including its advanced data analysis tools. This bootcamp is designed to help you whether you are considering a career in data, work in a context where supervisors are looking to you for data insights, or you just have some burning questions you want to explore. No prior experience is required. By the end you will have mastered statistical methods to conduct original research to inform complex decisions. This is a blended course, students will meet 40 hours for classroom instruction and 20 hours online instruction. Prerequisites: Computer Basics, File Management Skills, Working with Windows, or equivalent experience. Knowledge of MS Excel, statistical concepts, and programming recommended. You must purchase textbook(s)/ materials and bring them to the first class. TWA
Course: ITI340 60 Hours $199 + $500 fee = $699; NMR add $300
Takoma Park/Silver Spring Campus CRN#: 34395 11 Sessions S 2/8-3/8 9 a.m.-1 p.m. (2/8-3/14) No class 3/21

Mastering Tableau—Introduction
Tableau Desktop is one of the most used data visualization, reporting and Business Intelligence tool in the world. Tableau is simple to use requiring minimum skill level and has great visualization capabilities making it the reporting tool of choice for multiple enterprises. In this class, we prepare the student to take up a job assignment requiring Tableau Desktop expertise. The course has been specifically designed to give your Tableau career a strong boost. This Tableau training focuses on skills, such as acquiring data, generating attractive views, and creating calculated fields. This course also addresses designing, creating, and distributing dashboards. Finally, this course helps prepare the student for the Tableau Desktop Specialist certification exam. Prerequisites: Computer Basics, Excel Level I or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI403 12 Hours $99 + $100 fee = $199; NMR add $120
Gaithersburg Business Training Center CRN#: 34420 4 Sessions T,R 2/18-2/27 6:30-9:30 p.m.

Ethics in Data Science
Data Science and Machine Learning create new ways of using data every day. The news is filled with the ways people are using (and misusing) our data. In this class, students will, through the use of actual case studies, examine the ways in which we can better balance the ethical and legal issues in the use of data. This class is designed for any student with a concern for how data science is used. Prerequisites: An interest in and basic knowledge of Data Science. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI403 12 Hours $99 + $100 fee = $199; NMR add $120
Gaithersburg Business Training Center CRN#: 34420 4 Sessions T,R 2/18-2/27 6:30-9:30 p.m.

Exam Prep

Exam Prep

Network+ Certification Training and Exam Prep
See course on page 28.

Security+ Certification Training and Exam Prep
See course on page 29.

Splunk for Power Users
See course on page 29.
Power BI—Introduction
In 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. TWA
Course: ITI4006 12 Hours
$99 + $100 fee = $199; NMR add $120
Gaithersburg Business Training Center
CRN#: 34423 4 Sessions M,W
2/3-2/12 6:30-9:30 p.m.

Storytelling with Data
Charts and graphs are widely used for presentating information to an audience but many organizations are guilty of “death by PowerPoint.” Whether you are a project manager, business analyst, data scientist, or just curious about data, this course will guide you through a series of hands-on activities to understand how to interpret data in a presentation. This class is designed for students to develop a “data culture” mindset in order to drive better decision-making and build a foundation for further Data Analytics track courses. Prerequisites: Basic knowledge of Excel. TWA
Course: ITI402 12 Hours
$99 + $100 fee = $199; NMR add $120
Gaithersburg Business Training Center
CRN#: 34419 4 Sessions M,W
2/4-2/13 6:30-9:30 p.m.

Visual Analytics BootCamp
This Visual Analytics Bootcamp takes the student from data novice to data expert in this 48-hour project-based course. You will learn and apply basic data analysis tools including data mining and visualization. Learn to clean, explore, and analyze data using Tableau. This bootcamp is designed to help you whether you are considering a career in data, work in a context where supervisors are looking to you for data insights, or you just have some burning questions you want to explore. No prior experience is required. This is a blended course, students will meet 40 hours for classroom instruction and 8 hours online instruction. Prerequisites: Computer Basics, File Management Skills, Working with Windows, or equivalent experience. Knowledge of MS Excel, statistical concepts, and programming recommended. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI352 12 Hours
$99 + $219 fee = $318; NMR add $160
Gaithersburg Business Training Center
CRN#: 34397 6 Sessions M,W
4/6-4/22 6:30-9:30 p.m.

Databases
MS SQL Server Administration I
Microsoft’s database server, is in widespread use by companies to develop and manage large enterprise databases. Learn how MSSQL Server 2016 uses and handles Structured Query Language (SQL), plus manage relational databases using MSSQL Server 2016 Management Studio (SSMS). This course will help those just starting out becoming a Database Administrator (DBA), or even those that have some knowledge, but looking for more skill level. Students will understand all the different functions, configurations, and create implementations plans using MSSQL 2016. Prerequisites: Working with Windows, File Management Skills or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI351 18 Hours
$99 + $219 fee = $318; NMR add $160
Gaithersburg Business Training Center
CRN#: 34399 6 Sessions M,W
4/6-4/22 6:30-9:30 p.m.

MS SQL Server Administration II
Microsoft’s database server, is in widespread use by companies to develop and manage large enterprise databases. As a Database Administrator, you will learn the different types of High Available and Disaster Recovery options, Performance monitoring and Management Tools, Migration and Upgrading MSSQL, Troubleshooting, and Always-On High Availability. Prerequisites: MS SQL Server Administration I, or proficiency with older versions of MSSQL server and SQL. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI302 12 Hours
$99 + $219 fee = $318; NMR add $160
Gaithersburg Business Training Center
CRN#: 34397 4 Sessions M,W
4/7-5/6 6:30-9:30 p.m.

Oracle Database Administrator Certified Associate
Gain a firm foundation in basic administration of Oracle Database 12c and become an Oracle Database Certified Associate (OCA). In this class, you will learn how to install and maintain Oracle Database 12c instance. You will gain a conceptual understanding of the Oracle database architecture and how its components work and interact with one another. Learn how to create an operational database and properly manage the various structures in an effective and efficient manner including performance monitoring, database security, user management, and backup/recovery techniques. This course prepares you for Certification Exam 1Z0-062 Oracle Database 12c: Installation and Administration. Prerequisite for this course is Oracle Database 12c: Introduction to SQL. TWA
Course: ITI316 42 Hours
$398 + $600 fee = $998; NMR add $400
Gaithersburg Business Training Center
CRN#: 34429 14 Sessions M,W
3/23-5/6 6:30-9:30 p.m.

Oracle Database: Introduction to SQL
Introduction to SQL training will cover writing subqueries, combine multiple queries into a single query using SET operators and report aggregated data using group functions. This is a hands-on class and is the basis for all Oracle certifications. This introductory class prepares you for exam 1Z0-071, Oracle Database 12C: SQL Fundamentals and can upgrade Oracle database users of previous versions. TWA
Course: ITI417 42 Hours
$289 + $694 fee = $983; NMR add $400
Gaithersburg Business Training Center
CRN#: 34430 14 Sessions M,W
1/27-3/11 6:30-9:30 p.m.

Digital Graphics
Step by Step Guide to Self-Publish with Amazon
Learn a quick and easy way to self-publish your book. Create a Print-on-Demand book using Amazon CreateSpace with Microsoft Word, Adobe InDesign and Adobe Photoshop. Use a book layout template to import text, create a cover, export, proof and publish through Amazon CreateSpace. Prerequisites: Computer Basics, Working with Windows, File Management Skills, or equivalent experience. TWA
Course: ITI303 6 Hours
$45 + $80 fee = $125; NMR add $120
Rockville Campus
CRN#: 34388 2 Sessions M,W
2/24-2/26 9:30 a.m.-12:30 p.m.

Networking
Python for IT Professionals
Python is used in a wide variety of settings. One popular use is as a language for carrying out a variety of system-administration tasks — from carrying out bulk file operations to monitoring systems to provisioning new servers. In particular, many Unix administrators have started to use Python instead of the traditional Unix shell. This course is aimed at system administrators who want to be able to monitor and control their system more easily using Python. The course assumes knowledge and understanding of Unix/Linux based computers, and will provide system administrators with a set of Python-based tools that they can use to build administrative scripts and applications. Prerequisites: Knowledge of Python and Linux Administration. TWA
Course: ITI401 18 Hours
$99 + $200 fee = $299; NMR add $140
Gaithersburg Business Training Center
CRN#: 34418 6 Sessions M,W
2/10-2/26 6:30-9:30 p.m.
PHONE/IPAD Development with Swift

This course is designed to teach students with little or no programming experience how to be app developers, capable of bringing their own ideas to life. It introduces students to the world of app development and the basics of Swift and Xcode. The course culminates in a final project where they can choose one of two basic iOS apps to build. It is highly recommended that students own a Mac. For the distance learning course students must own a Mac. Prerequisites: Basic Computer Knowledge, knowledge of Mac OS X preferred. TWA

Course: ITI3367 42 Hours $100 + $299 fee = $399; NMR add $160
Gaithersburg Business Training Center
CRN#: 35364 10 Sessions S 2/15-4/25 10 a.m.-2:15 p.m.
No class 3/21

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

Course: ITI418 18 Hours $99 + $205 fee = $304; NMR add $160
Gaithersburg Business Training Center
CRN#: 34431 6 Sessions M,W 2/10-2/26 6:30-9:30 p.m.

Java Web Development Bootcamp

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

Course: ITI823 35 Hours $100 + $399 fee = $499; NMR add $225
Gaithersburg Business Training Center
CRN#: 34378 12 Sessions M,W 3/2-4/15 6:30-9:30 p.m.
No class 3/16, 3/18

Python Programming—Level I

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

Course: ITI337 15 Hours $99 + $191 fee = $290; NMR add $140
Gaithersburg Business Training Center
CRN#: 34392 5 Sessions T,R 4/7-4/16 6:30-9:30 p.m.

Python Programming—Level II

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

Course: ITI336 15 Hours $99 + $191 fee = $290; NMR add $140
Gaithersburg Business Training Center
CRN#: 34391 5 Sessions T,R 4/21-4/30 6:30-9:30 p.m.

SharePoint

Microsoft SharePoint for Site Administrators

This course is designed for SharePoint site administrators and power users tasked with supporting their organization’s Office 365 and/or SharePoint Online tenancy. Starting with building a site collection and adding libraries and lists, to the more advanced steps of setting up and modifying permissions and utilizing built-in and custom security groups, the student will learn required techniques while picking up useful tips. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: ITI405 12 Hours $99 + $100 fee = $199; NMR add $120
Gaithersburg Business Training Center
CRN#: 34422 4 Sessions T,R 4/21-4/30 6:30-9:30 p.m.
WDCE Winter/Spring 2020 Schedule

SOCIAL MEDIA NETWORKING

Build Your Social Media Marketing Plan Module I—Facebook and Instagram
Learn how to effectively manage a Facebook business page and group and integrate a business Instagram account to market your business. Learn about effective Facebook and Instagram site management; new techniques and emerging trends; tools; plug-ins; and third party applications customized for your business, non-profit, or association use. E-book required available on Amazon: www.amazon.com/500-Social-Media-Marketing-Tips-ebook/dp/B007L50HE6 Prerequisites: Introduction to Social Media Marketing or some experience with Facebook business pages. TWA
Course: ITI384 12 Hours $95 + $125 fee = $220; NMR add $140 Gaithersburg Business Training Center CRN#: 34411 2 Sessions T,R 2/18-2/20 9 a.m.-3:30 p.m.

Build Your Social Media Marketing Plan Module II—Pinterest, You Tube & Google+
Learn how to take advantage of these social networks to engage your audience and grow your business. Increase your brand presences and drive traffic to your site using Pinterest as a marketing platform, and leverage the power of YouTube to establish and retain an audience. This class will use case studies and interactive exercises. All participants are expected to have active Pinterest, Google Plus, and YouTube accounts. Mobile devices with all apps previously installed must be brought to class. E-book required available on Amazon: www.amazon.com/500-Social-Media-Marketing-Tips-ebook/dp/B007L50HE6 Prerequisites: Introduction to Social Media Marketing or some experience with YouTube and Pinterest. TWA
Course: ITI385 12 Hours $95 + $125 fee = $220; NMR add $140 Gaithersburg Business Training Center CRN#: 34412 2 Sessions T,R 3/3-3/5 9 a.m.-3:30 p.m.

Introduction to Social Media Marketing
Identify and explain social media platforms such as Facebook, Twitter, Instagram, Pinterest and how to use them for your benefit. Create and maintain accounts on various sites to share multimedia content, while understanding social media ethics, privacy and security issues. E-book required available on Amazon: www.amazon.com/500-Social-Media-Marketing-Tips-ebook/dp/B007L50HE6 Prerequisites: Introduction to Social Media Marketing or some experience with Twitter business pages. TWA
Course: ITI386 12 Hours $95 + $125 fee = $220; NMR add $140 Gaithersburg Business Training Center CRN#: 34413 2 Sessions T,R 3/24-3/26 9 a.m.-3:30 p.m.

Create Your Personal and Small Business Web Sites
See course on page 26.

WEB AND MOBILE DESIGN AND DEVELOPMENT

Creating Your Personal and Small Business Web Sites

JavaScript & jQuery
JavaScript is the high-level, interpreted programming language used to make webpages interactive. Alongside HTML and CSS, JavaScript is one of the three core technologies of the World Wide Web. JavaScript enables interactive web pages and thus is an essential part of web applications. All websites use it, and all major web browsers have a dedicated JavaScript engine to execute it. As a multi-paradigm language, you will learn how JavaScript supports event-driven, functional, and imperative (including object-oriented and prototype-based) programming styles. It has an API for working with text, arrays, dates, regular expressions, and basic manipulation of the Document Object Model (DOM). The Dreamweaver Integrated Development Environment (IDE) will be used to design and develop a website using JavaScript. jQuery, is the industry standard JavaScript library used to add interesting, interactive features to your web site. Topics will include jQuery set-up, installation, and use; using jQuery action/reaction events; and show/hide. Learn to quickly add animations and effects, image slide shows, photo galleries, and rollovers. Add a jQuery navigation bar. Enhance and validate forms and learn other jQuery web features. Prerequisites: HTML5 and CSS3 or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI413 24 Hours $199 + $200 fee = $399; NMR add $160 Rockville Campus CRN#: 34426 8 Sessions M,W 1/27-2/19 6:30-9:30 p.m.

Front-End Web Development Certificate of Completion
Learn how to build sophisticated and interactive websites and start your career as a Front-End web developer. These are project-based hands-on courses that will teach you how to create front-end web applications from scratch.

Enroll in the following:
1. HTML5 (ITI389) and CSS3 (ITI395)
2. JavaScript (ITI390) and jQuery (ITI391)
3. XMLHttpRequest/AJAX (ITI414)
4. Responsive Web Design (ITI415)
5. Front-End Web Development Capstone Portfolio class (ITI396)

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

These courses can be taken individually. In order to receive the Front-End Web Development Certificate of Completion, you must take all courses, including The Front-End Web Development Capstone Portfolio class.
Responsive Web Design—RWD
Learn the foundational building blocks for designing and creating HTML5, mobile-first web sites optimized for modern computers, tablets, and mobile devices using Responsive Web Design (RWD) principles. Topics include: layout using fluid, proportion-based grids, and flexible images. You will also develop a RWD compliant website. Frameworks to be covered include: Bootstrap and w3.css. The Dreamweaver Integrated Development Environment (IDE) will be used to design and develop RWD compliant websites using the Bootstrap and w3.css frameworks. Prerequisites: HTML5, CSS3, JavaScript, and jQuery, or equivalent experience. You must purchase textbook(s)/materials and bring them to the first class. TWA
Course: ITI415 18 Hours
$99 + $200 fee = $299; NMR add $140
Rockville Campus
CRN#: 34428 6 Sessions M,W
4/13-4/29 6:30-9:30 p.m.

XML/JSON/AJAX
This course is an overview of core technologies developed for defining asynchronous web capabilities. XML documents are a validating structure and formatting, used to and delivering metadata information via the Web. JavaScript Object Notation (JSON) is an open-standard file format that uses human-readable text to transmit data objects. These are the most common data formats used for browsers and servers. Asynchronous JavaScript and XML (AJAX) is a set of Web development techniques using many web technologies on the client side to create asynchronous Web applications. With AJAX, web applications can send and retrieve data from a server in the background without interfering with the display and behavior of the existing page. AJAX is not a single technology, but rather a group of technologies that include JavaScript, JSON and XML. Hands-on activities include building and validating ALAX data retrieval and presentation. The Dreamweaver Integrated Development Environment (IDE) will be used to design and develop asynchronous web capabilities using XML, JSON, and AJAX. Prerequisites: HTML5, CSS3, JavaScript, and jQuery or equivalent experience. TWA
Course: ITI414 12 Hours
$99 + $100 fee = $199; NMR add $120
Rockville Campus
CRN#: 34427 4 Sessions M,W
3/30-4/8 6:30-9:30 p.m.

Nail Technician II
This is the second of three required courses needed to sit for the examination to become a licensed nail technician in the state of Maryland. You will learn manicure and pedicure techniques, electric filing, and how to apply nail tips and wraps. Anatomy and physiology of the hand and nails is reviewed. Safety protocols are emphasized. TWA
Course: COS005 100 Hours
$510 + $515 fee = $1025; NMR add $650
Takoma Park/Silver Spring Campus
CRN#: 34382 25 Sessions M,T,W
3/23-5/18 5:30-9:30 p.m.

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

For more information, please visit: www.montgomerycollege.edu/wdce. or call Nelida Andres: 240-567-3827. E-mail: nelida.andres@montgomerycollege.edu.

Para más información, llame a Nélida Andres: 240-567-3827. E-mail: nelida.andres@montgomerycollege.edu.

National Child Development Associate (CDA) Credential

Our classes meet the National Child Development Associate (CDA) Credential 120 hour training and the Continuing Education Unit requirements for Credential Renewal. For information about CDA credentialing, go to www.cdaacouncil.org.

Medical State Child Care Regulation Training Requirements

WDCE classes fulfill the Maryland State Department of Education, Office of Credentialing (240-314-1400) requirements.

COMMUNITY

Multiculturalism in ECE Settings

Learn strategies for infusing multicultural content into your classroom. Define culturally diverse families. Include these culturally and diverse families to take on leadership roles, and infuse multicultural content into curriculum, environment, and activities. TWA

Course: ECH332 3 Hours
$25 + $30 fee = $55; NMR add $50

Gaithersburg Business Training Center
CRN#: 34300 1 Session T
4/15 6:30-9:30 p.m.

CURRICULUM

Behavior Management System in Early Childhood Classrooms

Understanding and developing a Comprehensive Behavior Management System for early childhood classrooms. You will learn how culture can influence behavior, classroom factors that impact behavior management, and how teacher actions can influence student behavior. TWA

Course: ECH333 3 Hours
$20 + $35 fee = $55; NMR add $50

Gaithersburg Business Training Center
CRN#: 34300 1 Session T
4/21 6:30-9:30 p.m.

Planning Curricula for Child Care

This course provides you with principles of curriculum planning for programs serving children from infancy through age eight. Activities, methods, and materials appropriate to the areas of curriculum in an early childhood program are emphasized. Second 45 of the 90 classroom hours needed to become a preschool teacher in programs licensed by the MSDE Office of Child Care Licensing. Required at first class. Beginnings and Beyond, 10th Edition. TWA

Course: ECH205 45 Hours
$125 + $225 fee = $350; NMR add $160

Rockville Campus
CRN#: 34287 15 Sessions T,R
1/19-3/10 6:30-9:30 p.m.

Westfield South
CRN#: 34286 9 Sessions S
1/18-3/14 9 a.m.-2:30 p.m.

Integrating Social-Emotional Learning

Purposefully integrate the social-emotional component in your curriculum planning to impact the learning environment in your classroom. (0.6 CEUs). TWA

Course: ECH315 6 Hours
$25 + $50 fee = $75; NMR add $50

Westfield South
CRN#: 34966 2 Sessions M,T
4/27-5/28 6:30-9:30 p.m.

ROOM NUMBERS

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

WDCE Winter/Spring 2020 Schedule

Working with Mixed Age Groups

Learn age-appropriate activities for infants and toddlers, preschoolers, and school-aged children. Discussion will include safety concerns, open-ended projects to engage children of various ages, and basic development milestones. (0.3 CEUs) TWA

Course: ECH255 3 Hours
$21 + $34 fee = $55; NMR add $50

Rockville Campus
CRN#: 34290 1 Session M
2/10 6:30-9:30 p.m.

Health, Safety, and Nutrition

Emergency Preparedness Training

Learn how to handle emergency situations beyond the everyday bumps and bruises that occur in child care settings. The class focuses on development of a comprehensive and specific written emergency plan to follow in the event of a local, state, or national emergency. This plan may be developed for center-based care settings, family child care homes, and informal provider programs. (0.6 CEUs) TWA

Course: ECH172 6 Hours
$20 + $50 fee = $70; NMR add $50

Westfield South
CRN#: 34277 2 Sessions M,W
2/10-2/12 6:30-9:30 p.m.

Health and Safety Training

This class meets the health and safety training required by MSDE. It will provide an overview of basic health and safety best practices and requirements in 13 topic areas. (0.5 CEUs) TWA

Course: ECH305 5 Hours
$20 + $40 fee = $60; NMR add $50

Takoma Park/Silver Spring Campus
CRN#: 34298 1 Session S
3/28 9 a.m.-2:30 p.m.

Medication Administration Training

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

Course: ECH257 6 Hours
$41 + $54 fee = $95; NMR add $50

Rockville Campus
CRN#: 34291 1 Session S
2/22 9 a.m.-3:30 p.m.
SIDS/SBS Prevention
Learn to recognize and prevent SBS as well as the definition of SIDS and what precautions to take in order to prevent it. TWA
Course: ECH294
3 Hours
$21 + $34 fee = $55; NMR add $50
Rockville Campus
CRN#: 34293 1 Session S
3/7 9:30 a.m.-12:30 p.m.

PROFESSIONALISM
Child Development Associate (CDA) Credential Assessment Preparation
Prepare for the CDA Professional Portfolio following the directives established by the Council for Professional Recognition in DC as well as review the different CDA subject areas. (3.0 CEUs) TWA
Course: ECH132
30 Hours
$110 + $180 fee = $290; NMR add $140
Westfield South
CRN#: 34285 6 Sessions S
2/8-3/14 9 a.m.-2:30 p.m.

Communication Skills for Child Care Professionals
This course is designed for child care professionals as an introduction to the basic concepts of developing strong communication skills when working in a child care center. Topics include speaking, writing, interpersonal communication strategies, and critical techniques, with a focus on communication with parents and coworkers, and communication issues within a typical child care day. (0.9 CEUs) TWA
Course: ECH170
9 Hours
$50 + $177 fee = $127; NMR add $120
Rockville Campus
CRN#: 34276 3 Sessions T,W,R
3/24-3/28 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
Gaithersburg Business Training Center
CRN#: 34292 1 Session W
3/11 6:30-9:30 p.m.

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

EARLY CHILDHOOD EDUCATION

Educarción Infantil

CURRÍCULO

Conocimiento lógico-matemático
Esta clase está diseñada para ayudar a los profesores a enseñar a los niños a que desarrollen destrezas y aptitudes para investigar, explorar y construir su entorno a partir de la observación y el uso de sus cinco sentidos y su capacidad analítica. (0.4 CEUs)
Course: ECS067
4 Hours
$30 + $38 fee = $68; NMR add $50
Gaithersburg Business Training Center
CRN#: 34307 2 Sessions M,W
2/17-2/19 7-9 p.m.

Planificación de currículos para centros de cuidado infantil
Este curso se centra en la planificación de currículos para guarderías de niños de 0 a 8 años. Se enfatizarán métodos, actividades y materiales apropiados para las diferentes áreas del currículo de cuidado infantil. Este curso provee las segundas 45 de las 90 horas requeridas para trabajar como profesora en centros de cuidado infantil. Antes de tomar este curso se debe tomar ECS023. Requiere libro el texto de Fundamentos publicado por Council for Professional Recognition in Washington DC. (4.5 CEUs).
Course: ECS027
45 Hours
$125 + $225 fee = $350; NMR add $160
Rockville Campus
CRN#: 34303 9 Sessions S
3/28-5/23 9 a.m.-2:30 p.m.

Desarrollo Infantil

Crecimiento y Desarrollo Infantil
Aprenda los principios de las diferentes teorías de desarrollo y crecimiento infantil. Se cubrirá el desarrollo social, físico, emocional e intelectual de niños de 0 a 8 años en programas de cuidado infantil. Este curso provee 45 de las 90 horas requeridas para trabajar como profesora en centros de guardería. Requiere el libro de texto "Fundamentos" publicado por Council for Professional Recognition in Washington DC. (4.5 CEUs.) TWA
Course: ECS023
45 Hours
$125 + $225 fee = $350; NMR add $160
Rockville Campus
CRN#: 34301 9 Sessions S
1/18-3/14 9 a.m.-2:30 p.m.

Integración sensorial: Módulo I
A través de diferentes actividades que establecen una función específica, los profesores pueden mejorar la capacidad de aprendizaje de los niños. Una de estas actividades es el movimiento. Esta clase les enseñará diferentes técnicas para la integración de funciones físicas, psicológicas, académicas y lingüísticas en los niños. Estas técnicas consistirán en actividades sencillas y de función definida como el movimiento. (0.4 CEUs) Las personas mayores de 60 años no pagan la matrícula, solo el derecho de admisión.
Course: ECS065
4 Hours
$20 + $50 fee = $70; NMR add $50
Rockville Campus
CRN#: 34306 1 Session S
4/4 9 a.m.-1 p.m.

Integración sensorial: Módulo II
Esta clase ampliará su conocimiento de diferentes técnicas para la integración de funciones físicas, psicológicas, académicas y lingüísticas en los niños. Estas técnicas consistirán en actividades sencillas y de función definida como el movimiento. (0.4 CEUs) Las personas mayores de 60 años no pagan la matrícula, solo el derecho de admisión.
Course: ECS066
4 Hours
$20 + $50 fee = $70; NMR add $50
Rockville Campus
CRN#: 34967 1 Session S
4/25 9 a.m.-1 p.m.

Necesidades especiales

Integrando a niños con discapacidades en el aula
Aprenda estrategias y recursos a desarrollar e implementar para promover la inclusión en el ambiente de aprendizaje. Se revisarán las normas establecidas por la legislación para americanos con discapacidades (ADA) a nivel local, estatal y federal (0.3 CEUs) Las personas mayores de 60 años no pagan la matrícula, solo el derecho de admisión.
Course: ECS082
3 Hours
$21 + $34 fee = $55; NMR add $50
Westfield South
CRN#: 34309 1 Session R
1/30 6:30-9:30 p.m.

Profesionalidad

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 otorgada por el Consejo Profesional de Washington, D.C. (3.0 CEUs)
Course: ECS028
30 Hours
$105 + $180 fee = $285; NMR add $140
Rockville Campus
CRN#: 34304 10 Sessions M,W
2/3-3/4 6:30-9:30 p.m.
No class 3/9, 3/11
**SALUD, SEGURIDAD, NUTRICIÓN**

**Administración de medicamentos**
Aprenda las prácticas y procedimientos establecidos por la Oficina del Cuidado al Menor del estado de Maryland para administrar medicamentos a niños en guarderías. También aprenderá métodos de observación, registro de datos y técnicas apropiadas de manejo. (0.6 CEUs) Las personas mayores de 60 años no pagan la matrícula, solo el derecho de admisión.

Course: ECS069 6 Hours
CRN#: 34308 $41 + $54 fee = $95; NMR add $50

**Preparación para emergencias**
Aprenda los pasos a seguir en situaciones de emergencias y/o desastres naturales. Desarrolle un plan de emergencia detallado a seguir en caso de ser necesario. Este plan puede ser tanto para centros de educación infantil como para guarderías en casa. (0.6 CEUs) Las personas mayores de 60 años no pagan la matrícula, solo el derecho de admisión.

Course: ECS063 6 Hours
CRN#: 34305 $20 + $50 fee = $70; NMR add $50

**Salud e higiene en escuelas infantiles**
Asegúrese que su escuela infantil guarda una correcta higiene y limpieza en sus instalaciones. Esta clase cubrirá el lavado apropiado de manos, normas de limpieza, uso de termómetros, y manipulación y conservación de alimentos.

Course: ECS119 3 Hours
CRN#: 34311 $21 + $34 fee = $55; NMR add $50

**ENTREPRENEURSHIP AND SMALL BUSINESS**

**ENTREPRENEURSHIP**

**Entrepreneur's Mindset**
Emprendedores son personas que han desatado su verdadero potencial para ayudar a resolver problemas en sus localidades. El elemento clave para cultivar el emprendimiento es la creatividad: el poder de resolver cosas con no. En este curso, exploraremos el secreto de la receta de la mente necesaria para tener éxito y mantener nuestras ideas fluyendo. Encontrará herramientas como "Lean Startup" y "Design Thinking" para comenzar a crear un producto viable. Además, exploraremos los antecedentes del uso de la meditación para inspirar nuestra creatividad y crear una visión de visión Vision Statement. TWA

Course: ENT006 6 Hours
$118 + $31 fee = $149; NMR add $120

**Entrepreneurship and Finance (Start-Up)**
En este curso exploraremos el análisis de las demandas y expectativas de un emprendedor. Usted aprenderá a tomar decisiones de negocio, entender la situación financiera del stockholder, ganar competencias en habilidades críticas de finanzas, y mejorar la calidad de la contabilidad y el comportamiento financiero. TWA

Course: ENT002 6 Hours
CRN#: 35357 $278 + $72 fee = $350; NMR add $160

**Entrepreneurship and Operations (Start-Up)**
En este curso aprenderá a manejar las demandas y expectativas de un emprendedor. Usted aprenderá a tomar decisiones de negocio, entender la situación financiera del stockholder, ganar competencias en habilidades críticas de finanzas, y mejorar la calidad de la contabilidad y el comportamiento financiero. TWA

Course: ENT002 6 Hours
CRN#: 35356 $278 + $72 fee = $350; NMR add $160

**Entrepreneurship: Business Lifecycle and Feasibility Study—Introduction**
Usted aprenderá todo el ciclo de vida de un negocio y adquirirá competencias en negocios que crecen y planificarán estratégicamente junto con un modelo conceptual de negocios que le ayudará a avanzar. Harvard Business Case Study purchases required, 2 per course; Instructor will provide instructions at first class. TWA

Course: ENT001 6 Hours
CRN#: 35355 $278 + $72 fee = $350; NMR add $160

**Entrepreneurship: Marketing & Public Communication**
Usted aprenderá sobre el marketing y el manejo de la oferta de valor para el cliente. Usted aprenderá a planificar y gestionar el marketing de su negocio a través del uso de herramientas de marketing, y aplicar el marketing a su negocio. El objetivo es ayudarlo a entender cómo el marketing puede ayudar a su negocio a tener éxito. TWA

Course: ENT004 6 Hours
CRN#: 35358 $278 + $72 fee = $350; NMR add $160

**Tech Transfer, Innovation Introduction**
Usted aprenderá sobre el proceso de tecnología de innovación para su negocio. El proceso de tecnología de innovación es un proceso que transcurre desde la identificación hasta la certificación de la innovación. Usted aprenderá a identificar y evaluar nuevas oportunidades de negocios. TWA

Course: ENT007 6 Hours
CRN#: 35360 $278 + $72 fee = $350; NMR add $160

Let Us Train Your Work Force At Your Place!
The Early Childhood Education Department now offers many development courses in English and Spanish. All of these classes meet the Maryland State Department of Education training requirements. We can individualize the content and training hours to meet your staff's specific learning needs.

For more information, e-mail nelida.andres@montgomerycollege.edu.
Home Improvement License Law and Business Basics
Earning income from home improvements and remodeling requires a license from the State of Maryland. This course will prepare you for the licensing exam by reviewing Maryland Home Improvement License Law. Required Textbook: Business and Project Management for Home Improvement Contractors, Maryland 8th edition, is required at the first class and available at campus bookstores or psionlinestore.com. TWA Course: SMB181 12 Hours $85 + $71 fee = $156; NMR add $120 Rockville Campus CRN#: 34915 2 Sessions S 2/1-2/8 9 a.m.-4 p.m.

Home Inspection Cont. Ed. Part I
This class provides 15 hours of Continuing Education to LICENCED Home Inspectors ONLY; 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 Rockville Campus CRN#: 34920 2 Sessions S 2/1-2/8 8 a.m.-3:30 p.m.

Home Inspection Cont. Ed. Part II
This course is designed for LICENCED Home Inspectors and provides 15 hours of Continuing Education mandated by the State of Maryland. Topics include: inspecting and reporting on the soundness of an HVAC system, insulation, ventilation, fireplaces, and solid burning appliances. TWA Course: SMB968 15 Hours $93 + $101 fee = $194; NMR add $120 Rockville Campus CRN#: 34922 2 Sessions S 2/22-2/29 8 a.m.-3:30 p.m.

Home Inspection: Make It Your Business
The need for qualified home inspectors makes this one of the fastest growing businesses today. This pre-licensure course meets the requirements and covers the basics of home inspection to become a licensed Home Inspector in the State of Maryland. Topics include: structural, exterior, interior, roofing, plumbing, electrical, air conditioning, insulation and ventilation, fireplace and solid burning, and heating. Textbook: Principles of Home Inspection Systems and Standards, 3rd Edition, is required at first class and is available at campus bookstores. You MUST attend ALL required classroom sessions in order to obtain a certificate of completion; make-up opportunities are considered on a case-by-case basis, topic hours missed, typically are to be made up at next course offering. TWA Course: SMB322 72 Hours $480 + $515 fee = $995; NMR add $400 Rockville Campus CRN#: 34917 16 Sessions R,S 2/6-3/28 6:30-9:30 p.m. (R) 9 a.m.-4 p.m. (S)

Follow us on TWITTER
@ HBTI_MC @ SBEL_MC

Are you ready to launch into an entrepreneurial business?
Then leap into these hands-on courses and learn how to be a successful entrepreneur!

- Business Life-cycle & Feasibility Study, Intro. (ENT001)
- Entrepreneurship & Operations (Start-Up) (ENT002)
- Entrepreneurship & Finance (Start-Up) (ENT003)
- Marketing & Public Communication (ENT004)
- Entrepreneur’s Mindset (ENT006)

Visit our website, or e-mail SBEL@montgomerycollege.edu for more information.
HEALTH SCIENCES

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

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

Health Care Courses

CERTIFIED MEDICINE AIDE (CMA)

Medicine Aide Update
Find out about new medications, procedures, and protocols, and get the training needed to satisfy recertification requirements for medicine aides. Prerequisite: Applicants must present a current Medicine Aide certificate and Geriatric Nursing Assistant license upon arrival at the class. Students may only register 90 days before their certification expires or within 30 days after expiration of their certificate. Please check your expiration date before registering for this course. TWA

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

Germantown Campus
CRN#: 34073 1 Session S
1/18 8 a.m.-5:45 p.m.
CRN#: 34072 1 Session S
2/15 8 a.m.-5:45 p.m.
CRN#: 34071 1 Session S
3/14 8 a.m.-5:45 p.m.
CRN#: 34070 1 Session S
4/18 8 a.m.-5:45 p.m.

CLINICAL MEDICAL ASSISTANT

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

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

Rockville Campus
CRN#: 35117 24 Sessions T,R 2/11-5/7 9 a.m.-1 p.m.
Must be taken with Rockville section of HHS126
No class 3/17, 3/19

Takoma Park/Silver Spring Campus
CRN#: 35115 24 Sessions M,W 2/3-4/29 5-9 p.m.
Must be taken with Takoma Park section of HHS126
No class 3/16, 3/18

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

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

Rockville Campus
CRN#: 35119 10 Session M 2/17-4/27 9 a.m.-1 p.m.
Must be taken with Rockville section of HHS112
No class 3/16

CRN#: 35120 10 Session W 2/19-4/29 9 a.m.-1 p.m.
Must be taken with Rockville section of HHS112
No class 3/18

Takoma Park/Silver Spring Campus
CRN#: 35116 10 Session T 2/4-4/14 5-9 p.m.
Must be taken with Takoma Park section of HHS112
No class 3/17

HHS112
CRN#: 35118 10 Session R 2/6-4/16 5-9 p.m.
Must be taken with Takoma Park section of HHS112
No class 3/19

HEALTH CAREER TRAINING

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

Course: HHS604 50 Hours
$1,230 + $800 fee = $2,030; NMR add $1,050

Takoma Park/Silver Spring Campus
CRN#: 35111 20 Sessions T,R 2/11-4/23 6-8:30 p.m.
No class 3/17, 3/19

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

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

Germantown Campus
CRN#: 35113  24 Sessions  M,W
2/3-4/29  6-9 p.m.
No class 3/16, 3/18

Takoma Park/Silver Spring Campus
CRN#: 35112  12 Sessions  S
2/8-5/2  8:30 a.m.-3:30 p.m.
No class 3/21

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 College’s 90-hour Phlebotomy Technician Program. Additionally, you must submit to a thorough background check and meet other requirements. These costs are not included in the tuition and fees for this class. Special requirements include Hepatitis B immunization, negative tuberculosis test, and blood test to check immunity status: Varicella Zoster IgG Ab; Rubella IgG; Rubella IgGAb; and Mumps IgG Ab. Information concerning these requirements will be provided the first night of class. This class must be taken with Phlebotomy Technician (HHS034).

TWA

Course: HHS115  40 Hours
$210 + $125 fee = $335; NMR add $160
CRN#: 35106  1 Session  2/3-4/15

Must be taken with Takoma Park section of HHS034
CRN#: 35108  1 Session  2/10-4/22

Must be taken with Rockville section of HHS034

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

Course: HHS041  50 Hours
$1,350 + $650 fee = $2,000; NMR add $1,050

Takoma Park/Silver Spring Campus
CRN#: 35109  10 Sessions  S  2/15-4/25  8:30 a.m.-2:30 p.m.
No class 3/21

SAVE A LIFE
Learn basic cardiac life support, AED, and first aid training through Montgomery College, Workforce Development and Continuing Education, certification training classes are offered on all campuses for everyone.
WDCE Winter/Spring 2020 Schedule

**Nursing Related Courses**

**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 TB test, CPR training, CNA application, GNA application, fingerprinting, and uniforms. These costs will be discussed at orientation.

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

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

Through lecture, discussion, and hands-on practice you will learn basic nursing skills such as taking vital signs, ensuring patient safety, and caring for patients with Alzheimer’s disease and related disorders. After successful completion of the classroom and clinical portions, you will receive an achievement award from Montgomery College. You may then apply to take the Geriatric Nursing Assistant Licensing examination. Prerequisites: Attending the CNA Orientation Session and scoring at least 80% on both the mandatory reading and math tests. A criminal background check may be required; obtain a CPR Health Provider certification before the start of clinical or midterm; a negative TB skin test (PPD) or chest x-ray may be required before class starts. TWA

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

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

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

Course: AHT223 60 Hours $770 + $150 fee = $920; NMR add $400

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

CNA Classroom at Brooke Grove Rehabilitation/Nursing Facility CRN#: 34067 13 Sessions M,W,R 1/22-2/19 8 a.m.-3:30 p.m.

Meet in the lobby on first day of class. 8 a.m.-12 p.m. (W-2/19 only)

CNA Clinical at Brooke Grove Rehabilitation/Nursing Facility CRN#: 34075 9 Sessions M,W,R 2/20-3/11 8 a.m.-3:30 p.m.

8 a.m.-12 p.m. (W-3/11 only)

CNA Classroom at Germantown Campus CRN#: 34068 22 Sessions T,W,R 1/21-3/10 5:15-9:30 p.m. (T,W)

Class meets at Asbury Methodist once a week for skills lab 5:15-9:30 p.m. (R)

CNA Clinical at Asbury Methodist Village CRN#: 34076 11 Sessions T,R,S 3/12-4/11 5:15-9:15 p.m. (T,R)

No class 3/17, 3/19, 3/21 7 a.m.-4 p.m. (S)

CNA Classroom at Takoma Park/Silver Spring Campus CRN#: 34069 22 Sessions M,W,F 2/3-3/30 5:15-9 p.m. No class 3/16, 3/18, 3/20

CNA Clinical (location to be determined) CRN#: 34077 11 Sessions M,W,F 4/1-4/24 5:15-9:15 p.m. (M,W)

7 a.m.-4 p.m. (F)

**Nurse Aide Assessment Program (NNAAP)**

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

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

**Hospital-Based Certified Nursing Assistant Classroom and Laboratory ▲**

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

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

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

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

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

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

Takoma Park/Silver Spring Campus CRN#: 34080 2 Sessions T,R 1/21-1/23 11 a.m.-4:15 p.m.

CRN#: 34078 1 Session R 4/23 8 a.m.-6:30 p.m.

**The Maryland Board of Nursing requires that all CNA classroom and clinical hours are completed. If any class is canceled due to inclement weather, there will be a make up session added.**
BLS (Healthcare Provider) CPR Renewal
This course is a training update for BLS Providers who are in possession of an expired BLS Provider certification. You must present your unexpired American Health Association BLS certification card for admission to the class. This course reviews all of the skills learned in the BLS CPR course. You will receive an email link to access the American Heart Association BLS (Healthcare Provider) to print your CPR card that is valid for two years after successfully completing the written exam and skills tests. You must attend the entire session to receive a card. Note: Students must be aware that classes may run longer than the posted times due to class size and/or other factors outside of the instructors control. Courses may be canceled due to insufficient enrollment. Wear comfortable clothes and bring a towel or blanket for CPR practice. TWA
Course: CPR093 3 Hours
CRN#: 34458 1 Session S
1/25 9 a.m.-12 p.m.

Rockville Campus
CRN#: 34456 1 Session F
1/10 10 a.m.-1 p.m.

Takoma Park/Silver Spring Campus
CRN#: 34087 1 Session R
1/23 9 a.m.-12 p.m.

CRN#: 34452 1 Session R
3/12 1-4 p.m.

CRN#: 34450 1 Session R
4/23 1-4 p.m.

CPR and AED
CPR and AED (Basic) This course teaches CPR and AED (automated external defibrillator). Students learn how to relieve choking and how to use a barrier device. This course satisfies the CPR requirement for child care providers in the State of Maryland. Students will receive a course completion card from the American Heart Association that is valid for two years after successfully completing the written exam and skills tests. Students must attend the entire session to receive a card. Note: Students must be aware that classes may run longer than the posted times due to class size and/or other factors outside of the instructor's control. Courses may be canceled due to insufficient enrollment. Wear comfortable clothes and bring a towel or blanket for CPR practice. TWA
Course: CPR084 4 Hours
CRN#: 34442 1 Session F
4/3 6-10 p.m.

Rockville Campus
CRN#: 34439 1 Session S
3/14 9 a.m.-1:15 p.m.

NUR057 60 Hours
Cost: $770 + $150 fee = $920; NMR add $400

CPR AND FIRST AID
Basic Cardiac Life Support for Healthcare Providers
This course teaches basic life support (BLS) to healthcare professionals and rescue personnel. You will learn adult, infant, and child cardiopulmonary resuscitation (CPR) with the use of the automated external defibrillator (AED), training in rescue breathing with barrier devices and the use of bag-masks, as well as foreign-body airway management. You will receive an American Heart Association BLS Healthcare Provider card that is valid for two years after successfully completing the written exam and skills tests. You must attend the entire session to receive a card. This course is primarily for those working in the health care field (nurses, EMTs, respiratory, physical & occupational therapists, medical/nursing students, and other allied health personnel). The course cost includes textbook, BLS for Healthcare Providers Student Manual. Note: Students must be aware that classes may run longer than the posted times due to class size and/or other factors outside of the instructor's control. Courses may be canceled due to insufficient enrollment. Half hour lunch break included in class time. Wear comfortable clothes and bring a towel or blanket for CPR practice. TWA
Course: CPR007 6 Hours
CRN#: 34645 1 Session S
1/18 9 a.m.-5 p.m.

Gaithersburg Business Training Center
CRN#: 34086 1 Session S
1/11 8:30 a.m.-3 p.m.

CRN#: 34084 1 Session S
3/7 8:30 a.m.-3 p.m.

Takoma Park/Silver Spring Campus
CRN#: 34085 1 Session S
2/8 9 a.m.-3:30 p.m.

CRN#: 34083 1 Session S
3/28 9 a.m.-3:30 p.m.

CRN#: 34082 1 Session S
4/4 9 a.m.-3:30 p.m.

CPR, AED & Basic First Aid Course
This class is designed for individuals who do not work in healthcare but who desire, or are required, to have CPR, AED, and first aid knowledge and skills in order to respond to medical emergencies (e.g., camp directors and counselors, emergency response teams in business and industry, school bus drivers, adult residential personnel, child care workers, teachers, parents, and babysitters). Students will receive an American Heart Association course completion card that is valid for two years after successfully completing the written exam and skills test. Students must attend the entire session to receive a card. Note: Students must be aware that classes may run longer than the posted times due to class size and/or other factors outside of the instructor's control. Courses may be canceled due to insufficient enrollment. Wear comfortable clothes and bring a towel or blanket for CPR practice. TWA
Course: CPR090 6 Hours
CRN#: 34445 1 Session S
4/18 8:30 a.m.-3:30 p.m.

Gaithersburg Business Training Center
CRN#: 34448 1 Session S
2/1 8:30 a.m.-3:30 p.m.

NUR007 100 Hours
Cost: $1,235 + $235 fee = $1,470; NMR add $650

NUR057 60 Hours
Cost: $770 + $150 fee = $920; NMR add $400

CPR AND FIRST AID
Basic Cardiac Life Support for Healthcare Providers
This course teaches basic life support (BLS) to healthcare professionals and rescue personnel. You will learn adult, infant, and child cardiopulmonary resuscitation (CPR) with the use of the automated external defibrillator (AED), training in rescue breathing with barrier devices and the use of bag-masks, as well as foreign-body airway management. You will receive an American Heart Association BLS Healthcare Provider card that is valid for two years after successfully completing the written exam and skills tests. You must attend the entire session to receive a card. This course is primarily for those working in the health care field (nurses, EMTs, respiratory, physical & occupational therapists, medical/nursing students, and other allied health personnel). The course cost includes textbook, BLS for Healthcare Providers Student Manual. Note: Students must be aware that classes may run longer than the posted times due to class size and/or other factors outside of the instructor's control. Courses may be canceled due to insufficient enrollment. Half hour lunch break included in class time. Wear comfortable clothes and bring a towel or blanket for CPR practice. TWA
Course: CPR007 6 Hours
CRN#: 34645 1 Session S
1/18 9 a.m.-5 p.m.

Gaithersburg Business Training Center
CRN#: 34086 1 Session S
1/11 8:30 a.m.-3 p.m.

CRN#: 34084 1 Session S
3/7 8:30 a.m.-3 p.m.

Takoma Park/Silver Spring Campus
CRN#: 34085 1 Session S
2/8 9 a.m.-3:30 p.m.

CRN#: 34083 1 Session S
3/28 9 a.m.-3:30 p.m.

CRN#: 34082 1 Session S
4/4 9 a.m.-3:30 p.m.

CPR, AED & Basic First Aid Course
This class is designed for individuals who do not work in healthcare but who desire, or are required, to have CPR, AED, and first aid knowledge and skills in order to respond to medical emergencies (e.g., camp directors and counselors, emergency response teams in business and industry, school bus drivers, adult residential personnel, child care workers, teachers, parents, and babysitters). Students will receive an American Heart Association course completion card that is valid for two years after successfully completing the written exam and skills test. Students must attend the entire session to receive a card. Note: Students must be aware that classes may run longer than the posted times due to class size and/or other factors outside of the instructor's control. Courses may be canceled due to insufficient enrollment. Wear comfortable clothes and bring a towel or blanket for CPR practice. TWA
Course: CPR090 6 Hours
CRN#: 34445 1 Session S
4/18 8:30 a.m.-3:30 p.m.
**WDCE Winter/Spring 2020 Schedule**

**Nurse Refresher Course—Online ▲**

This course is designed for RNs and LPNs who desire to maintain or re-establish their active license to reenter the nursing field. The program includes both online and hands-on experience. Theory will be delivered totally online and will include: online lectures to include topics such as reviewing anatomy and physiology, major disease pathology, current treatment strategies, legal issues, pharmacology, physical assessment, nursing process, documentation, current trends, evidence-based practice, end-of-life issues, videos, discussion groups, and other learning activities. You must register for Nursing Lab (NUR023) and Nursing Clinical (NUR057)

**Attendance is required for the on-Campus lab which will be taught at Montgomery College and clinical will be taught off-Campus. TWA**

**Course: NUR069**

- **100 Hours**
- $1,235 + $235 fee = $1,470; NMR add $650

**Takoma Park/Silver Spring Campus**

<table>
<thead>
<tr>
<th>CRN#: 34589</th>
<th>4 Sessions</th>
<th>W</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/26-3/15</td>
<td>5:30-9:45 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

*Must also enroll in NUR023 CRN 34587 and NUR007 CRN 34582. Mandatory on campus labs will be held 2/5, 2/12, 2/19.*

**Nursing Lab**

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

**Course: NUR023**

- **8 Hours**
- $215 + $55 fee = $270; NMR add $140

**Takoma Park/Silver Spring Campus**

<table>
<thead>
<tr>
<th>CRN#: 34586</th>
<th>1 Session</th>
<th>S</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/7</td>
<td>8 a.m.-5 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

*Must also enroll in NUR057 CRN 34588 and NUR007 CRN 34583 or 34584.*

<table>
<thead>
<tr>
<th>CRN#: 34587</th>
<th>2 Sessions</th>
<th>T,R</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/24-3/26</td>
<td>8 a.m.-5 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

*Must also enroll in NUR069 CRN 34589 and NUR007 CRN 34582.*

**Nursing Refresher: Clinical ▲**

Practicing nurse experts supervise your 60 hours of clinical experience in medical-surgical nursing, which includes patient assignments, team work, completing documentation and 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.

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

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

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

2. Proof of immunity to the following diseases:
   - *Mumps, Measles (Rubella) and Rubella: Must provide serologic evidence that you are immune to Mumps, Measles and Rubella (positive titers). If blood titers are negative for any of these 3 diseases, you must receive two (2) doses of Mumps, Measles and Rubella vaccine (MMR) given 4 weeks apart. (Information documenting past MMR vaccinations is appreciated but cannot take the place of the titer test results.)
   - *Varicella: Must provide serologic evidence that you are immune to Varicella (positive titers). If titers are negative, you are required to receive two (2) doses of Varicella vaccine given 4 weeks apart. (Documentation of childhood disease will not be accepted.)
   - *Hepatitis B: Three (3) doses of Hepatitis B vaccine given 0,1, and 6 months apart, followed by Hepatitis B surface antibody testing 1-2 months after dose #3 is required. If you cannot provide documentation of the 4-step vaccination process described above, you must obtain serologic evidence of immunity (positive Hep 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.) Must concurrently enroll in NUR057, NUR069, and NUR023. TWA

**Course: NUR007**

- **60 Hours**
- $1,110 + $210 fee = $1,320; NMR add $650

**Holy Cross Hospital Silver Spring**

<table>
<thead>
<tr>
<th>CRN#: 34583</th>
<th>6 Sessions</th>
<th>W,R</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/10-4/9</td>
<td>5-11:15 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

*Must also enroll in NUR057 CRN 34588 and NUR023 CRN 34586.*

<table>
<thead>
<tr>
<th>CRN#: 34584</th>
<th>12 Sessions</th>
<th>M,W</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/9-4/15</td>
<td>6-11:15 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

*Must also enroll in NUR057 CRN 34588 and NUR023 CRN 34586.*

**Holy Cross Hospital Germantown**

<table>
<thead>
<tr>
<th>CRN#: 34582</th>
<th>12 Sessions</th>
<th>T,R</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/1-5/7</td>
<td>5-11:15 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

*Must also enroll in NUR069 CRN 34589 and NUR023 CRN 34587. No class 3/18, 3/19*

**RN Case Manager/Delegating Nurse Training for Assisted Living**

This 16-hour course, approved by the Maryland Board of Nursing, provides a basic foundation for nursing practice of the registered nurse who delegates nursing functions in the assisted living setting, including medication administration, and who teaches medication administration to the medication technician in assisted living. Topics to be covered include history of assisted living programs; regulations governing CM/DN practice; overview of CM/DN role and responsibilities; teaching medication administration to the medication technician; case management principles; delegation of nursing practice; communication; adult learning principles; and legal, ethical, and business issues. TWA

**Course: NUR014**

- **16 Hours**
- $290 + $85 fee = $375; NMR add $160

**Takoma Park/Silver Spring Campus**

<table>
<thead>
<tr>
<th>CRN#: 34585</th>
<th>2 Sessions</th>
<th>S</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/15-2/22</td>
<td>7:30 a.m.-4 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

**Wellness**

**Massage Therapy: Basic Fundamentals**

Learn the fundamentals of Swedish massage, including at least five hands-on techniques. Explore credentialing and licensing requirements for massage therapy careers in the state of Maryland. Wear comfortable clothing; bring a pair of shorts, a short-sleeve shirt, your favorite oils and lotions to each class. (You will remain fully clothed during massage practice sessions.) Mats will be provided. TWA

**Course: WEL021**

- **16 Hours**
- $160 + $60 fee = $220; NMR add $140

**Gaithersburg Business Training Center**

<table>
<thead>
<tr>
<th>CRN#: 35121</th>
<th>4 Sessions</th>
<th>S</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/6-2/29</td>
<td>9 a.m.-1 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

**Massage Therapy: Basic Fundamentals Part II**

This course is designed to increase your knowledge of the basic therapeutic massage techniques acquired in the Basic Fundamentals of Therapeutic Massage Part I. More emphasis is spent on the areas of the human body that generally require more therapeutic massage work, i.e. hands, feet, shoulders and back. Learn some basic reflexology. Learn the anatomy of the human body in more detail. Receive a one-hour massage session in each class. What a wonderful way to end a busy work week! This noncredit course does not meet the licensing requirements of the State of Maryland, Commonwealth of Virginia, or District of Columbia, and completion of this course does not allow the student to sit for the national massage therapy exams; nor does this course permit students to practice therapeutic massage for compensation in any of those three states. The course is designed to teach how to safely and effectively create a basic therapeutic massage session for friends and family members. Further assistance is offered for those who wish to learn more about becoming licensed In the State of Maryland, Commonwealth of Virginia and District of Columbia. Students remain fully...
TEAS Prep

TEAS English Prep
This course is an intensive review to prepare you to take the English and Language Usage section of the Test of Essential Academic Skills (TEAS). Classroom activities will include a diagnostic test and a battery of practice tests which will familiarize you with the format of the exam and support your review of grammar, mechanics, punctuation, spelling, vocabulary, sentence structure, and word meaning in context. Isolated instruction in areas such as grammar, punctuation, direct dialogue, and types of sentences is provided. Instruction will be given in how to answer each type of question. Instruction will also be given in test-taking strategies, such as process of elimination and time-management. Two computerized tests which simulate the actual TEAS exams are provided, as well as a thorough review of each simulation. A baseline practice TEAS assessment is given to identify areas of weakness, so you are aware of areas to address in the class and for future review. You will have an opportunity to practice test-taking strategies such as process of elimination and time-management. TWA

Course: AHT233 15 Hours
$140 + $40 fee = $180; NMR add $120

Takoma Park/Silver Spring Campus
CRN#: 35294 5 Sessions M,T,W,R,F
2/3-2/7 6-9 p.m.

TEAS Reading Prep
This course is an intensive overview to prepare you to take the reading section of the Test of Essential Academic Skills (TEAS). Classroom activities will include diagnostic tests and practice questions with discussion to help familiarize you with the format of the exam and support your review of topics. A baseline practice TEAS assessment is given to identify areas of weakness, so you are aware of areas to address in the class and for future review. Instruction in annotation, summarizing skills, and time management is also provided. Instruction will be given on how to answer each type of reading question as well as how to increase confidence and speed. Isolated instruction in the following areas will be provided: main idea, author’s purpose, logical conclusion, summary, theme, topic, and inference. TWA

Course: AHT232 15 Hours
$140 + $40 fee = $180; NMR add $120

Takoma Park/Silver Spring Campus
CRN#: 35293 5 Sessions M,T,W,R,F
2/10-2/14 6-9 p.m.

TEAS Math Prep
This course will explain general test-taking techniques for standardized tests and the mechanics of the test. Instruction will be given on how to answer test questions, develop test-taking strategies, manage test anxiety, and include one or more practice tests. Students will have the opportunity to ask questions. TWA

Course: AHT230 12 Hours
$140 + $40 fee = $180; NMR add $120

Rockville Campus
CRN#: 35291 2 Sessions U,S
1/21-4/30 6-9 p.m.

TEAS Science Prep
The science section covers a multitude of information: various cell differentiation and replication; animal taxonomic hierarchy; genetics; earth sciences; all 11 body systems; organisms in natural selection; physical sciences; electromagnetism; cellular anatomy and function; scientific method; chemical reactions; equations; Periodic Table; phases of meiosis and mitosis; and basic chemistry. Students will be given sample tests and have time to discuss and ask questions on specific problems in order to increase confidence and speed. TWA

Course: AHT231 18 Hours
$140 + $40 fee = $180; NMR add $120

Rockville Campus
CRN#: 35292 6 Sessions T,R
1/14-1/30 6-9 p.m.
### Event Management Employment Prep

Learn how to get a job as an Event Planner! Familiarize yourself with techniques and practices that prepare you to interview successfully. Refine your abilities to search, identify, and qualify employment opportunities in the event industry. Practice sharpening your written and verbal presentation skills. Equip yourself with strong assets in order to distinguish yourself in the job market. This course serves as an elective in the Event/Experience Management Continuing Education Certificate Program. TWA

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

**Rockville Campus**
CRN#: 34347  
3 Sessions  M,W  
2/24-3/6  
6:30-9:30 p.m.

### Event Operation

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

**Course:** HOS050  
**12 Hours**  
$109 + $120 fee = $229; NMR add $140

**Rockville Campus**
CRN#: 34347  
4 Sessions  M,W  
2/3-2/12  
6:30-9:30 p.m.

### Event Staffing

The identification, recruitment, and management of staff as company employees or per project personnel are explored. Designing a working architecture to meet the management demands of types of events: festivals, weddings, conferences, athletic/participatory will highlight the similarities and distinctions for consideration. Providing proper motivation to inspire high performance is a key management skill that will be cultivated through proven principles and case study. The major factors to be considered when designing reward and recognition system will be introduced. The skills imparted will allow the manager to create a cohesive, adaptable organization that event professionals covet to work for. TWA

**Course:** HOS050  
**12 Hours**  
$125 + $69 fee = $194; NMR add $120

**Rockville Campus**
CRN#: 34347  
4 Sessions  M,W  
4/20-4/29  
6-9 p.m.

### Event Experience Management CE Certificate: Cohort

Certificate applicants must register in this section to be prepared, supported and recognized as participants in the Event Experience Management Experience Certificate Program. Participants will identify expectations and learn the instructions of the virtual event management portfolio. Successful EEMCE completer’s will be recognized at a celebration event and will be given a certificate of completion. Four basic courses and one elective are required to complete the certificate. The basic courses must be taken in the following order:

1. **Introduction to Event Management**
2. **Event Operation**
3. **Event Marketing**
4. **Case Study in the Event Management Forum**

**Note:** elective offerings vary by semester.

- **a. How to Gain Employment in Event Management**
- **b. How to Open an Event Management Business**
- **c. Risk Management and Risk Mitigation for Event Management**
- **d. Technology and Social Media for Event Management**
- **e. Event Management Employment Prep**
- **f. Event Staffing**
- **g. Meetings, Conferences and Protocols**
- **h. Event Management Business Prep**

**Course:** HOS034  
**12 Hours**  
$80 + $85 fee = $165; NMR add $120

**Rockville Campus**
CRN#: 34340  
4 Sessions  M,W  
1/13-1/27  
6:30-9:30 p.m.  
No class 1/20

### Meetings, Conferences & Protocols

The detailed study of meeting and conference operations. Course will stress such important aspects as site selection, negotiating contracts, program planning, budgeting and financial management, lodging, and food and beverage arrangements, and recreation programs and the often overlooked element of Protocols. Other topics discussed will include legal liabilities, contracted services, printing, promotions, registration, on-site communications, and emergencies. TWA

**Course:** HOS050  
**12 Hours**  
$125 + $69 fee = $194; NMR add $120

**Rockville Campus**
CRN#: 34340  
4 Sessions  M,W  
1/13-1/27  
6:30-9:30 p.m.

### HOSPITALITY: FOOD SAFETY AND EVENT MANAGEMENT

### Food Safety

**Allergen Awareness**

This "AllerTrain" by MenuTrinfo® course is for food managers, caterers, event specialists, PTA members and charity providers. Effective July 1, 2017, all certified food service managers must have an employee on the premises, at all times, who has successfully completed a food allergen awareness training course. Allergen Awareness provides an in depth view into food allergies, intolerances and celiac disease, so you can deliver safe meals to customers, clients and the community. You will explore case studies and obtain strategies for controlling and managing the risks associated with food allergens. Exam, answer sheet, workbook, and Allergen Awareness certificate, if exam is passed, are included in the fee. TWA

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

**Rockville Campus**
CRN#: 35088  
1 Session  S  
4/11  
9 a.m.-1 p.m.

---

Follow us on TWITTER  
@ HBTI_MC  
@ SBEL_MC
Food Certification Exam Retake

This course is for those that did not pass the Food Manager’s Exam in a prior ServSafe course; you must present a score analysis letter as verification of previous test scores. The exam answer sheet is required and can be purchased at Campus Bookstores. Bilingual exam proxy (Spanish) available. The exam will end promptly after two hours. TWA

Course: HOS011 2 Hours
$10 + $71 fee = $81; NMR add $50
Rockville Campus
CRN#: 34334 1 Session S
4/4 9-11 a.m.

Food Service Certification (ServSafe, National Restaurant Association)

Receive a nationally recognized training certificate in food safety. You will learn the approved procedures for handling utensils and equipment, self-surveillance, food protection, prevention of food-borne diseases, and employee personal hygiene and habits; this course meets the requirements by the Maryland State Department of Health and Mental Hygiene. Students must pass the National Restaurant Association Educational Foundation’s (NRAEF) exam, which is administered at the last class session, with a minimum score of 75% in order to receive a certificate enabling them to obtain a food manager’s certification ID card in Montgomery, Prince George’s, Howard, and Baltimore counties and Baltimore City. Textbook: ServSafe Essentials 7th edition, with the exam sheet, is available at Campus Bookstore and required at first class. TWA

Course: HOS013 16 Hours
$85 + $110 fee = $195; NMR add $120
Rockville Campus
CRN#: 34335 4 Sessions S
1/25-2/15 9 a.m.-1 p.m.

Food Service Recertification

This ServSafe course prepares certified food managers to take the required exam for recertification; this nationally recognized exam must be taken every three years in Montgomery County. The FDA Model Food Code is constantly faced with new science based challenges to food safety. ServSafe offers updates to the Food Manager curricula to keep up with ongoing and valuable enhancements to food safety management. Students registering for this exam must have already completed the approved 16 hour Food Service Certification course and have a renewable/unexpired Montgomery County Food Service manager’s ID card. A minimum score of 75% is required for passing; the exam is based on the ServSafe book, 7th Edition (we recommend that you bring the textbook to class). An exam answer sheet is required and can be purchased at Campus Bookstores; please bring exam answer sheet to class. TWA

Course: HOS049 8 Hours
$30 + $70 fee = $100; NMR add $120
Westfield South
CRN#: 34344 2 Sessions S
4/11-4/18 8:30 a.m.-12:30 p.m.

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

Course: TAX009 8 Hours
$160 + $90 fee = $250; NMR add $140
Takoma Park/Silver Spring Campus
CRN#: 35370 1 Session F
1/10 9 a.m.-6 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 Tax Preparers Examination. Topics include current tax year form 1040 series, related schedules and Maryland form 502. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: TAX002 4 Hours
$130 + $110 fee = $240; NMR add $140
Rockville Campus
CRN#: 34777 1 Session R
1/23 1-5 p.m.

Continuing Education

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

Course: TAX006 17 Hours
$190 + $115 fee = $305; NMR add $160
Rockville Campus
CRN#: 34787 3 Sessions R
1/9-1/23 9 a.m.-5 p.m.
Last class on 1/23 meets 9 a.m.-12 p.m.
Takoma Park/Silver Spring Campus
CRN#: 34790 3 Sessions R
2/6-2/20 9 a.m.-5 p.m.
Last class on 2/20 meets 9 a.m.-12 p.m.

Small Business Tax Course

Designed for individual income tax return preparers, this course provides an understanding and solid foundation for preparing business tax returns and researching issues involved in the preparation of tax returns for various forms of business entities. Modules covered in this course include understanding employment taxes, corporations, S corporations, partnerships, sole proprietorship, dispositions, income, expenses and understanding the balance sheet. You must purchase textbook(s)/materials and bring them to the first class. TWA

Course: TAX007 30 Hours
$295 + $150 fee = $445; NMR add $225
Rockville Campus
CRN#: 34792 10 Sessions T,W
1/7-2/5 6-9 p.m.

Job Skills, Career Paths, Licensure, and Certifications

Looking for job skills and/or a career path?
Find classes or a series of classes which can help you prepare for a career, a professional license, or certification in your chosen field.

Our Career Preparation and Training Resource Guide lists, in detail, many of the opportunities that Montgomery College, Workforce Development & Continuing Education has to offer.

For more details, visit: https://www.montgomerycollege.edu/wdce/job-skills
Computación

Computación para el trabajo de oficina
Este curso ayudará a desarrollar habilidades para ser utilizado en un entorno de oficina profesional. Aprenderá los conceptos básicos de los programas de Microsoft Office como: Word, Excel y PowerPoint. También se cubrirá cómo usar de manera efectiva la web, el correo electrónico y la administración de archivos. Las personas mayores de 60 años no pagan la matrícula, solo el derecho de admisión.

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

Rockville Campus
CRN#: 34327 6 Sessions S
1/25-2/29 9 a.m.-1 p.m.

Contabilidad Computarizada (QuickBooks)
Esta clase es para estudiantes que desean aprender los conceptos básicos del programa de contabilidad QuickBooks. Los estudiantes potenciales DEBEN tener conocimientos básicos de conceptos y terminología contables. También se requieren elementos básicos de la computadora, como la administración de archivos, la creación de carpetas y directorios. El curso cubrirá: presupuestos, facturas, recibos de ventas, pagos, conciliación de cuentas, impuestos, nóminas, etc. Las personas mayores de 60 años no pagan la matrícula, solo el derecho de admisión.

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

Rockville Campus
CRN#: 34320 6 Sessions M,W,F
1/22-2/3 6-9 p.m.
No class 1/20

Contabilidad Computarizada (QuickBooks II)
Este curso es la continuación de QuickBooks I. Incluye una breve revisión y comienza la instrucción sobre funciones contables avanzadas. Cálculo de nómina, formularios de impuestos, W2 y 1099 son algunos de los temas cubiertos. Aprenda a crear procesos que ayuden a rastrear el inventario, los impuestos a las ventas y los costos laborales. Prerrequisito: Quickbooks I. Las personas mayores de 60 años no pagan la matrícula, solo la tarifa de admisión.

Course: HBI211
15 Hours
$99 + $139 fee = $238; NMR add $140

Rockville Campus
CRN#: 34333 3 Sessions S
2/8-2/22 9 a.m.-2 p.m.

Lectura de Planos (Overview of Blueprint Reading)
Este curso tiene como objetivo desarrollar en el estudiante la capacidad de análisis e interpretación de planos residenciales y comerciales, a fin de que adquiera los conocimientos básicos que le permitan comprender los símbolos, las gráficas, las abreviaturas y todos los elementos que se observan en un plano estructural o arquitectónico. Este proceso le permitirá tomar decisiones importantes, como también dirigir una construcción en todas sus etapas. Las personas mayores de 60 años no pagan la matrícula, solo el derecho de admisión.

Course: HBI213
28 Hours
$199 + $100 fee = $299; NMR add $140

Rockville Campus
CRN#: 35363 7 Sessions S
2/15-4/4 9 a.m.-1 p.m.
No class 3/21

Introduction to Construction Estimating
Este es un curso bilingüe de español e inglés para enseñar habilidades básicas en la estimación de la construcción. El curso familiarizará a los estudiantes con la metodología para desarrollar habilidades de estimación para proporcionar propuestas de construcción. Se enseñará a elaborar planos de construcción, calcular costos de materiales, mano de obra y otras factores que intervienen en el costo de la construcción. Se proporcionarán técnicas para preparar presupuestos y estimaciones de costos, así como lenguaje y términos relacionados con el sector de la construcción.

Course: HBI208
20 Hours
$99 + $90 fee = $189; NMR add $120

Rockville Campus
CRN#: 35361 10 Sessions T,R
4/14-5/14 6-9 p.m.

Follow us on TWITTER
@ HB TI_M C
@ SBEL_MC

INSTITUTO HISPANO DE NEGOCIOS Y ENTRENAMIENTO

HISPANIC BUSINESS AND TRAINING INSTITUTE

El Instituto Hispano de Negocios y Entrenamiento de Montgomery College ofrece clases de negocios y entrenamientos en español y bilingües que capacitan a la comunidad hispana del área para que ésta compita exitosamente en el mercado laboral. Para más información contactarse con institutohispano@montgomerycollege.edu ó al 240-567-3823.

CERTIFICACIÓN PARA MANIPULACIÓN DE ALIMENTOS EN ESPAÑOL

Certificación para Manipulación de Alimentos
Este curso incluye las 15 horas requeridas por el Departamento de Salud e Higiene Mental del Estado de Maryland. El curso está diseñado para entrenar en el cuidado y protección de alimentos. El curso incluye los siguientes temas: Enfermedades provenientes de los alimentos, importancia de la higiene y hábitos personales, procedimientos para la manipulación de alimentos, utensilios, y equipo. Para recibir un certificado de la Asociación de Restaurantes, el estudiante deberá pasar un examen con las bases establecidas por esta asociación con un mínimo de 75%. El examen se ofrecerá en la última clase del curso. Los alumnos deberán traer el libro de “ServSafe” (versión en español 7th edición) con la hoja del examen para la primera clase. El libro se vende en la librería del campus Center en Rockville. Las personas mayores de 60 años no pagan la matrícula, sólo el derecho de admisión. TWA

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

Rockville Campus
CRN#: 34323 4 Sessions S
2/8-2/29 9 a.m.-1 p.m.

Food Certification Exam Retake
Si no aprobó el examen de ServSafe Food Manager en un curso anterior de ServSafe, este curso es para usted. Debe presentar una carta de análisis de puntuación como verificación de las puntuaciones de exámenes anteriores. La hoja de respuestas del examen es obligatoria y las puntuaciones de exámenes anteriores. La preparación del examen requerido por el estado de Maryland para obtener la licencia de remodelación de casas. El manual del curso y el examen se ofrecen ahora en español. El estudiante obtendrá conocimientos de las leyes de remodelación de casas, leyes laborales y regulaciones de seguridad en el trabajo que rigen en Maryland. También se verá el pago de salarios, derechos y obligaciones del propietario y del contratista y otros temas que rigen la remodelación de casas. Los estudiantes deberán adquirir el manual: Guía NASCLA sobre finanzas, legislación y gestión de proyectos para contratistas Maryland, 6ta edición a través de psionlinestore.com. Las personas mayores de 60 años no pagan la matrícula, sólo el derecho de admisión.

Course: HBI212
20 Hours
$95 + $205 fee = $300; NMR add $160

Rockville Campus
CRN#: 35362 5 Sessions S
1/4-2/8 9 a.m.-1 p.m.
No class 1/18

Introduction to Construction Estimating
Este es un curso bilingüe de español e inglés para enseñar habilidades básicas en la estimación de la construcción. El curso familiarizará a los estudiantes con la metodología para desarrollar habilidades de estimación para proporcionar propuestas de construcción. Se enseñará a elaborar planos de construcción, calcular costos de materiales, mano de obra y otras factores que intervienen en el costo de la construcción. Se proporcionarán técnicas para preparar presupuestos y estimaciones de costos, así como lenguaje y términos relacionados con el sector de la construcción. Se enseñarán métodos de cálculo de costos, como la administración de archivos. Las personas mayores de 60 años no pagan la matrícula, sólo el derecho de admisión.

Course: HBI213
28 Hours
$199 + $100 fee = $299; NMR add $140

Rockville Campus
CRN#: 35363 7 Sessions S
2/15-4/4 9 a.m.-1 p.m.
No class 3/21

Follow us on TWITTER
@ HB TI_M C
@ SBEL_MC
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. Las personas mayores de 60 años no pagan la matrícula, solo la cuota. 
Course: HBI134 20 Hours 
$80 + $170 fee = $250; NMR add $140
Rockville Campus
CRN#: 34315 6 Sessions F,S 1/24-2/8 6:30-9 p.m. (F) 8:30 a.m.-1 p.m. (S)

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. Las personas mayores de 60 años no pagan la matrícula, solo la cuota. 
Course: HBI135 20 Hours 
$80 + $130 fee = $210; NMR add $140
Rockville Campus
CRN#: 34316 6 Sessions F,S 2/14-2/29 6:30-9 p.m. (F) 8:30 a.m.-1 p.m. (S)

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. Las personas mayores de 60 años no pagan la matrícula, solo la cuota. 
Course: HBI136 20 Hours 
$80 + $130 fee = $210; NMR add $140
Rockville Campus
CRN#: 34317 6 Sessions F,S 3/6-3/28 6:30-9 p.m. (F) 8:30 a.m.-1 p.m. (S)

No class 3/20, 3/21

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. Las personas mayores de 60 años no pagan la matrícula, solo la cuota. 
Course: HBI137 20 Hours 
$90 + $130 fee = $210; NMR add $140
Rockville Campus
CRN#: 34318 6 Sessions F,S 4/3-4/18 6:30-9 p.m. (F) 8:30 a.m.-1 p.m. (S)

Negocios

El ABC de comenzar un negocio
Las estadísticas muestran que las empresas fracasan en los primeros 2 años, esto se debe a la falta de conocimiento empresarial. Este curso está diseñado para aquellos que desean iniciar un negocio o están en las etapas iniciales de una empresa. Explicará los pasos apropiados necesarios para tener un comienzo exitoso. Aprenda a analizar las herramientas necesarias para definir la idea comercial y el mercado al que intenta llegar. También se cubrirán diferentes estructuras legales, pasos para registrar su empresa, licencias, seguros, impuestos y conceptos básicos para llevar la contabilidad. También se ofrecerá algo de publicidad, marketing, ventas y el uso de información de redes sociales. Las personas mayores de 60 años no pagan la matrícula, solo la cuota. 
Course: HBI201 21 Hours 
$80 + $140 fee = $220; NMR add $140
Westfield South
CRN#: 34324 7 Sessions T,R 2/6-2/27 1:30-4:30 p.m.

Global Issues Through History, Literature, and Philosophy
Explore a number of topics related to global issues through historical, literary, linguistic, and philosophical lenses. Recognize your responsibilities to society-locally, nationally, and globally. Examine current issues of global importance. Note: You will be joining credit students in this co-listed credit class. TWA
Course: LLI023 1.5 Hours 
$10 + $15 fee = $25; NMR add $30
Rockville Campus
CRN#: 34466 1 Session F 3/6 10:30 a.m.-12:30 p.m.

¿Estás interesado en convertirse en un contratista de mejoras para el hogar con licencia?
Con estos 3 cursos estarás bien preparado para aprobar el examen MHIC, aprender a leer planos y estimar correctamente los trabajos. Para más información, mande un correo electrónico a: InstitutoHispano@montgomerycollege.edu
- HBI212—Preparación para el Examen de Home Improvement (1/4-2/8)
- HBI213—Lectura de Planos (2/15-4/4)
- HBI208—Estimación de construcción (4/14-5/14)

ARCHAEOLOGY AND WORLD CULTURES

Archaeology: Great Cities of the Past
New Content! Learn how to use archaeological data to examine the wonderful diversity of ancient cities. Utilize a comparative and cross-cultural approach to understand how and why cities develop, expand, and decline. Examine the earliest examples of the urban form in ancient Mesopotamia through the still-occupied great cities of Europe, to the once great capital cities of Africa and the Americas and the less well-known cities of Asia. Short films and video clips will be used for virtual ‘travel’. TWA
Course: LLI666 12 Hours 
$60 + $89 fee = $149; NMR add $120
Germantown Campus
CRN#: 34708 6 Sessions T 3/24-4/28 10:30 a.m.-12:30 p.m.

Chinese Tea Appreciation
Did you know that tea drinking in China is equivalent to wine appreciation in the West? Examine the history of tea as well as Chinese tea ceremonies and tea tourism. Explore tea types and how to pair them with Chinese food. Discuss proper methods in purchasing, storing, and brewing tea. Witness a demonstration of a traditional Chinese tea ceremony.
Course: LLI023 1.5 Hours 
$10 + $15 fee = $25; NMR add $30
Rockville Campus
CRN#: 34466 1 Session F 3/6 10:30 a.m.-12 p.m.

See page 95 for textbook information. See page 96 for room information.
Introduction to Archaeology
This course is an introduction to the discipline of archaeology. Learn how this discipline emerged slowly from explorations of ancient cultures to the science that it is today with accurate dating, archaeological data excavated with precision, theories that guide interpretation, and ethical concerns. The course also includes a survey of global prehistoric archaeological cultures and hands-on experiences. Note: You will be joining credit students in this co-listed credit class. TWA
Course: LLI802 37.5 Hours
CRN#: 35029 30 Sessions T,R 1/28-5/14 9:30-10:45 a.m., No class 3/17, 3/19

The City We Knew: Life and Times in New York
Class Content: 1960—2000
Explore how New York redefined urban life. Look at how the city slid and then recovered from the depths of its financial and political crisis during the 1970s and ‘80s. Discuss the roots of the city’s financial crisis and how it was resolved. Analyze the role of the mayors of the period: Lindsay, Beame, Dinkins, Giuliani, and Bloomberg. Discuss the city’s vibrant cultural life, demographics, and neighborhoods. Analyze the city’s strengths and problems. TWA
Course: LLI450 8 Hours
CRN#: 34687 4 Sessions W 4/15-5/6 10:30 a.m.-12:30 p.m.

Rockville Campus

Latin Feast: The Culinary History and Culture of Mexico
Explore Mexico’s culinary history and culture through the myriad of agricultural, culinary, and cultural influences ranging from the Mayas to the Aztecs. Discuss how after the Spanish conquest, many other cuisines including Caribbean, South American, French, West African, and Portuguese flavors were assimilated into Mexico’s fare. Examine the aspects of Mexican gastronomy and culture through history and its impact today including the domestication of corn by the Mayas and the introduction of chili, honey, and chocolate by the Aztecs. TWA
Course: LLI009 8 Hours
CRN#: 34443 4 Sessions T 3/31-4/21 6:30-8:30 p.m.

The Colorado Plateau
Content: Grand Canyon, Bryce Canyon, Arches, and Zion National Parks
The Colorado Plateau is one of the most unique places on earth. Explore its geological wonders and examine the unique features of each site in non-technical terms. Discuss the interrelations of these sites: from the effects of water erosion in sculpting the Grand Canyon, to the wind carved Arches of Utah, the vivid colors of Bryce, and the awe-inspiring peaks of Zion. Examine not only the visual aspects of these features, but also their structure and evolution. TWA
Course: LLI304 8 Hours
CRN#: 34643 4 Sessions M 2/17-3/9 10:30 a.m.-12:30 p.m.

Modern Egypt: From the Urabi Revolt to the Arab Spring
Are you interested in exploring the many revolts and major turning points in Modern Egyptian history from the 19th century onward? Examine Egypt's transformation from power center of the Ottoman Empire to cornerstone of the British Empire. Delve into Egypt’s leadership in the rise of Arab Nationalism and the Non-Aligned Movement in the 1950s & 1960s with the Free Officers Movement. Explore how Egypt became the first Arab state to make peace with Israel and how this bold decision changed its standing in the region at the height of the Cold War. Discuss how in the aftermath of the war in Iraq, Egypt became the center of the Arab Spring, its hopes and disappointments. Examine the many social, political, economic, and cultural transformations that shaped these turning points. TWA
Course: LLI021 10 Hours
CRN#: 34643 5 Sessions T 3/3-4/28 1:30-3:30 p.m.

How to Paint Like an Impressionist
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
CRN#: 34709 6 Sessions M 2/17-3/23 10:30 a.m.-12:30 p.m.

Drawing with Pencils, Charcoal, or Pastels
This class 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: LLI628 12 Hours
CRN#: 34706 6 Sessions F 3/13-5/1 10:30 a.m.-12:30 p.m.
No class 3/20, 4/10

Crafty for Embroidery
Are you interested in learning a stress reducing craft? Hand embroidery is an art form that is uniquely portable and meditative. Learn how to identify and create basic and complex embroidery stitches. Explore materials suitable for embroidery and experiment using various combinations of these materials. Compare needles and threads to determine which are best used together. Practice pattern transfer, design, and free form stitching. Create a personal stitch reference and design notebook. Complete a final project for display. No experience is necessary. Supply list is available on the LLI website. TWA
Course: LLI017 12 Hours
CRN#: 34457 6 Sessions T 2/18-3/24 1:30-3:30 p.m.

Art (LLI)

Co-Listed Classes
Students may register either for credit or continuing education (noncredit) status. These classes are open to all students at Montgomery College.
Knitting: An Introduction
Learn the basics of knitting including how to read a pattern and how to cast on and off. Practice knitting and purling while making a simple scarf or neck cowl. No experience is needed. Supply list is available on the LLI website.
Course: LLI336 12 Hours
$10 + $89 fee = $99; NMR add $50

Gaithersburg Business Training Center
CRN#: 34656 6 Sessions W
3/4-4/8 10:30 a.m.-12:30 p.m.

Oils and Acrylics I—Introduction
Explore shapes, shading, and perspective beginning with basic instruction. Painting in oil or acrylic from still life and photographs, learn composition, shading technique by blending colors, and using different brush strokes to create an individual style. Bring a #2 pencil, a 12-inch ruler, and two sheets of 11x14-inch paper to first class. Supply list is available on the LLI website. TWA
Course: LLI653 12 Hours
$89 + $89 fee = $178; NMR add $120

Rockville Campus
CRN#: 34707 6 Sessions M
2/17-3/23 2:15-4:15 p.m.

Quilting for Beginners
Have you always wanted to learn to quilt? Not only is quilting fun and a chance to enjoy socializing with others, but studies have found that pursuing such creative passions can help improve your brain. Hand sewing has been proven to reduce stress, enhance mindfulness, and stimulate flow. Create a small hand-made quilt featuring a variety of blocks complete with borders and binding. Learn to select fabrics and colors, make templates, mark, cut, and sew blocks with a basic running stitch, press, and arrange and assemble quilt blocks into a quilt top. After you measure, cut and attach borders, you will create the ever-popular “Quilt Sandwich” before completing your project by basting, quilting, and binding. This project is created entirely by hand. Sewing machines are not required either in class or at home. Supply list is available on the LLI website. TWA
Course: LLI1223 12 Hours
$65 + $89 fee = $154; NMR add $120

Rockville Campus
CRN#: 34629 6 Sessions T
2/18-3/24 10:30 a.m.-12:30 p.m.

The Art of Sketching
Whether you are an avid sketcher or new to the art, sketching allows you to record events such as a trip to a foreign land, a tour of a local garden, or a special occasion such as a birth or anniversary. 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. You will have an opportunity to sketch outside. Bring supplies to the first class. Supply list is available on the LLI website. TWA
Course: LLI970 12 Hours
$95 + $89 fee = $184; NMR add $120

Gaithersburg Business Training Center
CRN#: 34726 6 Sessions R
2/27-4/2 10:30 a.m.-12:30 p.m.

Rockville Campus
CRN#: 34724 8 Sessions F
3/31-5/5 6:30-8:30 p.m.

The Brain and Art
In this studio art course, you will examine how the brain looks at new ways of creating art. With hands-on art projects, learn how to break up images into parts and then rearrange them to create a new image (deconstructionism), or how to associate colors with objects and moments and use color based on emotion (abstract expressionism). Practice pulling images from dreams and the unconscious and placing them in a new environment (surrealism). Projects will focus on how to reduce a picture into basic shapes, reinterpret shapes, colors, and arrangements mimicking the art of Kandinsky, Dalí, Picasso, Rothko, Newman, Magritte and other contemporary artists. Acrylics, watercolors, and mixed media will be used. Supply list is available on the LLI website. TWA
Course: LLI345 12 Hours
$65 + $89 fee = $154; NMR add $120

Rockville Campus
CRN#: 34650 6 Sessions R
2/20-3/26 6:30-8:30 p.m.

Watercolor Advanced—For Creativity and Fun
Fun is the opening gambit of our specially designed watercolor class for students who are comfortable with the basics of watercolor and who want to explore alternative ways to paint. Learn to apply a variety of techniques, such as dry brush, wet-on-wet, glazing, stippling, controlled spray, lifts, and graded washes. Emphasizing textural effects in underpainting, will give you a different place to start each week. Each class begins with an analysis of the previous week’s work, followed by a demonstration of hands-on techniques for you to emulate in class. Explore how to create masterful paintings from direct observation and sketches, as well as by assembling printed reference materials. Half sheet paintings (on the order of 15” x 22”) are suggested for a successful creative journey. Bring supplies to the first class. Supply list is available on the LLI website. TWA
Course: LLI987 20 Hours
$114 + $109 fee = $223; NMR add $140

Rockville Campus
CRN#: 34728 8 Sessions F
2/28-5/1 10 a.m.-12:30 p.m.
No class 3/20, 4/10

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

Rockville Campus
CRN#: 34704 6 Sessions T
3/10-4/14 1-3 p.m.

Art History (LLI)

Antoni Gaudi: 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 Gaudi. 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 Gaudi looked back to the Gothic, Moorish, Islamic, and Indian styles in order to create his own unique language of architecture. TWA
Course: LLI359 4 Hours
$45 + $69 fee = $114; NMR add $120

Rockville Campus
CRN#: 34654 2 Sessions R
4/16-4/23 6:30-8:30 p.m.
Auguste Rodin: the Modern Sculptor
Auguste Rodin revolutionized sculpture in the nineteenth century. Explore how his works abandoned traditional idealization and polish, and focused on the frenetic intensity and restlessness of a modern body. Trace the evolution of his style and look at the importance of drawing and photography to his creative process. Analyze the most celebrated of his masterpieces: The Gates of Hell (1899), The Thinker (1880), The Kiss (c.1884), and The Burghers of Calais (1889). TWA
Course: LLI014 6 Hours $45 + $69 fee = $114; NMR add $120

How to Decipher Paintings: Artists of Renaissance Venice
This survey of Venetian art during the sixteenth century will provide an introduction to the most significant developments in painting created in Venice during the Italian Renaissance. Explore the most celebrated painters of the period that worked in the city: Bellini, Giorgione, Titian, Veronese, Tintoretto, and Lotto and discuss their most important works. Examine the Venetian innovations in style and technique; the rise of secular genres, such as landscape, female nudes, and portraits; and the subjects of music, love, and mortality. Engage visual analysis to understand the artists’ style and composition. Focus on the historic context to decipher the iconography by seeing each painting as a product of its culture. TWA
Course: LLI423 10 Hours $55 + $79 fee = $134; NMR add $120

Rockville Campus
CRN#: 34445 3 Sessions M
3/16-3/30 10:30 a.m.-12:30 p.m.

Caravaggio and Bernini: Baroque Geniuses
Explore Caravaggio, the painter, and Bernini, the sculptor, and learn how they formulated a new artistic language, which later came to be known as Roman Baroque. Discuss how Rome became an international cultural hotspot—the breeding ground of new ideas and initiatives. Examine how Caravaggio’s paintings and Bernini’s sculptures tell the story of the birth of this new movement in art. Analyze this radical artistic innovation, which would prove to have a far-reaching influence in Europe. Join Barbara Evans for this richly illustrated exploration of the art and times of Caravaggio and Bernini. TWA
Course: LLI011 8 Hours $59 + $79 fee = $138; NMR add $120

Gaithersburg Business Training Center
CRN#: 34446 4 Sessions T
3/17-4/7 1:30-3:30 p.m.

How to Decipher Paintings II
Survey of Western Art from Rococo to Realism
Explore the history of art from Rococo to Realism. Examine the most significant developments in painting created in Western Europe during the 18th and the first half of the 19th century, including the movements of Rococo, Neoclassicism, Romanticism, and Realism. Employ visual analysis—“seeing” the stylistic elements of color, line, and the composition, the iconography, and the context—connecting the art style to the history and the culture of the time. Put your deciphering skills to work, learn how to understand the most important works by painters such as Boucher, Fragonard, Gainsborough, Chardin, David, and Courbet. TWA
Course: LLI171 10 Hours $55 + $79 fee = $134; NMR add $120

Westfield South
CRN#: 34616 5 Sessions W
4/1-5/6 1:30-3:30 p.m.
No class 4/8

Paintings and Private Lives of the Impressionists
Today we think of Impressionism as one of the most popular movements in art history, but that was not always the case. The young men and women who entered the rigid 19th century art world were outliers. With bravery and tenacity, they were determined to make art on their own terms, and the art world would never be the same. Discuss the personal lives of the artists: loves, losses, friendships, successes, and failures. Examine the changes taking place in France that contributed to the development of the movement. Analyze the differences between the Impressionists and French establishment. Learn about the artists who paved the path for Impressionism and their methods, materials, and use of color. TWA
Course: LLI436 4 Hours $45 + $59 fee = $104; NMR add $120

Rockville Campus
CRN#: 34682 2 Sessions R
3/12-3/26 6:30-8:30 p.m.
No class 3/19

The Nabis Artists: From Impressionism to Modernism
The Nabis (Hebrew for “The Prophets”) were a group of nineteenth-century French post-impressionists, who challenged the division between fine and decorative arts and produced colorful works of poetry. Examine the art of Pierre Bonnard, Maurice Denis, Paul Sérusier, and Édouard Vuillard. Compare the symbolic and mystical style of Denis and Sérusier with the “intimism” style of Bonnard and Vuillard. Explore how the Nabi were influenced by the Impressionist light, the aesthetic of Japanese art, Gauguin’s color, and the ideas of pattern and decorative surface. TWA
Course: LLI040 6 Hours $45 + $69 fee = $114; NMR add $120

Rockville Campus
CRN#: 34609 3 Sessions R
4/16-4/30 1:30-3:30 p.m.

Inclement Weather
Inclement weather conditions: go to www.montgomerycollege.edu. 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 canceled, there are no classes. Students attending classes at local hospitals, will have class unless notified by their instructor.
Lessons From Those Who Live to 100

What is the secret to a long and healthy life? Travel virtually around the world and visit communities and geographical areas where people live the longest and learn from their practices and wisdom. Examine what research and studies tell us about longevity. Learn practical strategies from those who live 100+ and apply them to your daily life. Put yourself on the road to a longer life. This class is taught by Natasha Sacks, Licensed Clinical Professional Counselor and Coach.

**Course: LLI041**
- **CRN#: 34610**
- **1 Session**
- **M**
- **3/2**
- **11 a.m.-1 p.m.**

**Meditation Practices—Heart, Brain, Body Connections**

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

**Course: LLI185**
- **CRN#: 34618**
- **8 Sessions**
- **W**
- **2/19-4/15**
- **10-11:30 a.m.**
- **No class 3/18**

**Writing—for Wellness and Stress Reduction**

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

**Course: LLI443**
- **CRN#: 34474**
- **4 Sessions**
- **M**
- **3/25-4/13**
- **7:30 p.m.**

**Path to A Healthy and Vibrant Life: A Six-Week Personal Wellness Journey**

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

**Course: LLI387**
- **CRN#: 34665**
- **6 Sessions**
- **M**
- **3/2-4/13**
- **2-4 p.m.**
- **No class 3/16**

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

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

**Course: LLI220**
- **CRN#: 34623**
- **1 Session**
- **F**
- **4/24**
- **10 a.m.-12:45 p.m.**

**Bouncing Back: Successful Aging Through Resilience**

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

**Course: LLI281**
- **6 Hours**
- **CRN#: 34641**
- **3 Sessions**
- **T**
- **3/17-3/31**
- **1:30-3:30 p.m.**

**The Brain and Art**

See course on page 50.

**The World of Chess for Mental Fitness**

Learn how to play chess and explore many aspects of this ancient game that fascinates millions. Examine its artistic and cultural links, mental health benefits, and social and competitive facets. Practice and improve your skills under an instructor-supervised playing period. Explore the rules of the game, strategy and tactics, memory skills, and blindfold chess. Discuss the history of famous players, chess and computers, and advice on how to navigate the vast literature of the game. This course is intended for beginners and those with very minimal knowledge of the game. TWA

**Course: LLI029**
- **CRN#: 34474**
- **4 Sessions**
- **M**
- **3/30-4/20**
- **7:30 p.m.**

**Fun with Words—Memory Booster**

Language is the elixir of life. Words provide us with a surefire way of communicating (or not) with other human beings. Are you interested in learning how to use film to expand your vocabulary and stimulate your memory? Utilizing the visual medium, engage with language in a unique way. View film clips and use them to build a working academic and content vocabulary; activities will include short readings on the science behind memory and the effectiveness of using visuals as memory cues. Explore definitions/examples, context, connections, morphology, and semantics. TWA

**Course: LLI036**
- **12 Hours**
- **CRN#: 34603**
- **6 Sessions**
- **F**
- **3/6-4/17**
- **10:30 a.m.-12:30 p.m.**
- **No class 3/20**

**boost your brainpower and memory by Dr. Dana Plude, Deputy Director, Division of Behavioral and Social Research, National Institute on Aging (NIA) at the National Institute of Health. Then put some of that knowledge to work as you join other students in two mini lectures/workshops with experiential components.

**Course: LLI220**
- **CRN#: 34623**
- **1 Session**
- **F**
- **4/24**
- **10 a.m.-12:45 p.m.**
### CAREERS AND EMPLOYMENT FOR 50+

#### Choose a Career that is Right for You

What are you good at? What are your natural and work-related strengths? Discover and match them with career areas in which you would be most successful. Choose to apply your skills to your career or volunteering and other life opportunities. Engage in a series of insightful individual and group exercises and conduct research into career areas of interest to you. Draft your career plan while being supported through your career exploration stage by your classmates and career coach. TWA

<table>
<thead>
<tr>
<th>Course: CRP116</th>
<th>12 Hours</th>
<th>$45 + $59 fee = $104; NMR add $120</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockville Campus</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CRN#: 34328</td>
<td>4 Sessions</td>
<td>M, W</td>
</tr>
<tr>
<td>3/2-3/11</td>
<td>6:30-9:30 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

#### Employment Search Boot Camp

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

<table>
<thead>
<tr>
<th>Course: CRP107</th>
<th>15 Hours</th>
<th>$25 fee only</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockville Campus</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CRN#: 34329</td>
<td>5 Sessions</td>
<td>M, W</td>
</tr>
<tr>
<td>3/23-4/6</td>
<td>6:30-9:30 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

#### How Montgomery College Can Help You with Employment and Job Training

Looking for a job or re-training? This class will introduce you to the wide range of employment and training resources that exist at Montgomery College (credit or non-credit) for adults to further your employment goals. Explore the latest employment trends, learn where to find information on employment training and certification programs, and who to contact about employment training and financial resources.

<table>
<thead>
<tr>
<th>Course: LLI276</th>
<th>2 Hours</th>
<th>$5 + $5 fee = $10; NMR add $30</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockville Campus</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CRN#: 34633</td>
<td>1 Session</td>
<td>T</td>
</tr>
<tr>
<td>2/18</td>
<td>6:30-8:30 p.m.</td>
<td></td>
</tr>
<tr>
<td>Westfield South</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CRN#: 34635</td>
<td>1 Session</td>
<td>T</td>
</tr>
<tr>
<td>1/14</td>
<td>6:30-8:30 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

### How To Be Organized and Efficient at Work and Home NEW

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

<table>
<thead>
<tr>
<th>Course: LLI032</th>
<th>6 Hours</th>
<th>$35 + $69 fee = $104; NMR add $120</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockville Campus</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CRN#: 34478</td>
<td>3 Sessions</td>
<td>M</td>
</tr>
<tr>
<td>2/17-3/2</td>
<td>6:30-8:30 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

### COMPUTERS AND TECHNOLOGY

#### Getting the Most Out of Your iPhone

Learn to use your Apple iPhone 5 or newer effectively and efficiently. Get to know its functions and features, including how to compose notes and messages. Explore how to organize your phone, dictate instead of write texts, mute your phone at night, and many more tips. Basic iPhone photography will also be included. TWA

<table>
<thead>
<tr>
<th>Course: LLI847</th>
<th>6 Hours</th>
<th>$30 + $69 fee = $99; NMR add $50</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockville Campus</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CRN#: 34720</td>
<td>3 Sessions</td>
<td>T</td>
</tr>
<tr>
<td>3/24-4/7</td>
<td>6:30-8:30 p.m.</td>
<td></td>
</tr>
<tr>
<td>Westfield South</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CRN#: 34719</td>
<td>3 Sessions</td>
<td>T</td>
</tr>
<tr>
<td>2/18-3/3</td>
<td>1-3 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

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

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

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

<table>
<thead>
<tr>
<th>Course: LLI447</th>
<th>3 Hours</th>
<th>$15 + $20 fee = $35; NMR add $30</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockville Campus</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CRN#: 34691</td>
<td>1 Session</td>
<td>F</td>
</tr>
<tr>
<td>4/17</td>
<td>10 a.m.-1 p.m.</td>
<td></td>
</tr>
<tr>
<td>Westfield South</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CRN#: 34668</td>
<td>1 Session</td>
<td>T</td>
</tr>
<tr>
<td>3/31</td>
<td>6:30-9:30 p.m.</td>
<td></td>
</tr>
<tr>
<td>Germantown Campus</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CRN#: 34692</td>
<td>1 Session</td>
<td>M</td>
</tr>
<tr>
<td>3/9</td>
<td>1-4 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

#### Knowing Technology II: Your Cloud Computing Services

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

<table>
<thead>
<tr>
<th>Course: LLI445</th>
<th>3 Hours</th>
<th>$10 + $25 fee = $35; NMR add $30</th>
</tr>
</thead>
<tbody>
<tr>
<td>Germantown Campus</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CRN#: 34695</td>
<td>1 Session</td>
<td>F</td>
</tr>
<tr>
<td>4/24</td>
<td>10 a.m.-1 p.m.</td>
<td></td>
</tr>
<tr>
<td>Westfield South</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CRN#: 34688</td>
<td>1 Session</td>
<td>T</td>
</tr>
<tr>
<td>4/7</td>
<td>6:30-9:30 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

#### Knowing Technology III: Your Digital Security and Privacy

Everyone has created a digital footprint. Whether it’s your password, username, SSN, IP address, or your home address, everyone has a digital identity. Protecting and controlling your digital identity starts with understanding what it is, and how you control its use and privacy in the digital world. This course is designed to provide you with the tools to secure and protect your digital identity and privacy in your daily life. This class is part three of a sequence of three classes. Prerequisite: Knowing Technology I and II or equivalent knowledge.

<table>
<thead>
<tr>
<th>Course: LLI446</th>
<th>3 Hours</th>
<th>$15 + $20 fee = $35; NMR add $30</th>
</tr>
</thead>
<tbody>
<tr>
<td>Germantown Campus</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CRN#: 34668</td>
<td>1 Session</td>
<td>F</td>
</tr>
<tr>
<td>3/30</td>
<td>10 a.m.-1 p.m.</td>
<td></td>
</tr>
<tr>
<td>Westfield South</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CRN#: 34694</td>
<td>1 Session</td>
<td>M</td>
</tr>
<tr>
<td>3/9</td>
<td>1-4 p.m.</td>
<td></td>
</tr>
</tbody>
</table>

### SENIOR Tuition Waiver (TWA)

Maryland residents 60 years or older by the start date of the class pay fee only.
**American Civil War**  
*NEW*  
The American Civil War issues are alive today. What should be the balance of power between local authority and the national government? Who is entitled to American citizenship? Analyze the central political, economic, and social issues in the decade leading to the Civil War. Examine how the Civil War permanently affected the future course of our national development: in the physical destruction it brought to the South, the economic changes it produced throughout the nation, the new technologies it diffused, and the new ideas it spawned. Explore how the abolition of slavery was central to the war's meaning. Discuss how the war left future generations to confront the numerous legacies of slavery and to embark on the still unfinished quest for racial justice. TWA  
**Course:** LLI020  
10 Hours  
**Rockville Campus**  
CRN#: 34462  
5 Sessions  
T  
2/18-3/17  
6:30-8:30 p.m.  

---  

**An Insight Into Politics and Current Events**  
*New content!* This class is expanded to six sessions to be held every other week and will run from February 26 to May 6. When this class commences, the primary season will be in full swing with the Iowa caucus, the New Hampshire primary, and the Nevada caucus already completed. Super Tuesday will take place between the first and second classes. Examine the status of the Democratic race as well as the relative strength of the President’s campaign for re-election. Explore issues such as gun violence, healthcare, infrastructure, climate change, immigration, and the economy. Discuss issues relating to North Korea, Iran, Central America, the potential interference from Russia in the 2020 election, and the relationships of the United States with our traditional allies. The course is designed to foster rational discussion between students of all political persuasions. TWA  
**Course:** LLI119  
10 Hours  
**Gaithersburg Business Training Center**  
CRN#: 34621  
5 Sessions  
W  
2/26-4/22  
10:30 a.m.-12:30 p.m.  
No class 3/4, 3/18, 4/1, 4/15

---  

**Eastern Europe: Hungary & Romania**  
*NEW*  
Learn about the geographical, historical, political, and cultural boundaries of Hungary and Romania in what used to be called “Eastern Europe.” Examine the crisis brought about by the rise of nationalism and modernization, and how these changes brought about WW1. Compare the communist experience of both countries in the regional context and their revolutionary transformation after the fall of the Berlin Wall. Explore the contemporary rise of ethnopolitical movements in the region. TWA  
**Course:** LLI004  
12 Hours  
$60 + $92 fee = $152; NMR add $120  
**Gaithersburg Business Training Center**  
CRN#: 34479  
6 Sessions  
T  
2/11-3/17  
1:30-3:30 p.m.  

---  

**Emancipation: Jews in the Modern World**  
*NEW*  
Jews were subjugated to a variety of restrictions throughout European history. They were required to wear special clothing, were restricted from voting, and told how and when to practice their religion. Some countries even refused their entry. Learn about the process by which Jews became citizens with civil and political rights in the modern world. Examine how emancipation wasn’t a one-time or linear event that began with the Enlightenment or French Revolution. Explore how even after Jews acquired rights in Central Europe in 1867-71, the battle continued and reversed course in many countries. Analyze how this complex, multidirectional, and ambiguous process, characterized as much by triumphs as it was by tragedies, mobilized Jews around the world. Discuss the lessons learned about civil and political rights from refocusing on the history on this foundational but often neglected event of Jewish history. TWA  
**Course:** LLI005  
12 Hours  
$60 + $92 fee = $152; NMR add $120  
**Rockville Campus**  
CRN#: 34440  
6 Sessions  
W  
3/4-4/15  
1:30-3:30 p.m.  
No class 3/18

---  

**History of Modern Israel**  
Israel, the world’s only Jewish state, is a source of pride to many, and a source of conflict to others. In this class, you will explore its early history from the first Aliyah in the late 19th Century to the War of Independence in 1948. You will discuss the roots of contemporary Israel as well as the Ashkenazi civilization from which most American Jews derive. You will also discuss Israeli/Palestinian narratives. Instructor is the author of *Return to Zion: The History of Modern Israel*. TWA  
**Course:** LLI023  
10 Hours  
$60 + $85 fee = $145; NMR add $120  
**Rockville Campus**  
CRN#: 34624  
5 Sessions  
R  
2/27-4/2  
6:30-8:30 p.m.  
No class 3/19

---  

**From Reconstruction to Reparations: The Matter of Black Lives in America (c. 1865–Present)**  
Content: This class is the sequel to African-American History Part I  
Are you interested in learning more about reparations for slavery in the Post-Civil War era of Reconstruction? Explore the efforts on the parts of African Americans, their elected representatives, civil rights activists, and others to secure and protect the constitutionally guaranteed rights of all citizens, especially as they relate to the 14th Amendment and the “equal protection of the laws.” Examine the history of the African American freedom struggle, beginning with the Era of Reconstruction (c.1865-1870) and continuing through the BlackLivesMatter Movement. Discuss “The Case for Reparations” (as described by Ta-Nehisi Coates), and other race-related American dilemmas. TWA  
**Course:** LLI035  
12 Hours  
$65 + $92 fee = $157; NMR add $120  
**Westfield South**  
CRN#: 34601  
6 Sessions  
M  
3/9-4/20  
1:30-3:30 p.m.  
No class 3/16

---  

**History of the Office of the President Has Changed**  
*NEW*  
Explore the American Presidency, and how the responsibilities of the office have changed since George Washington took the first oath of office. Discuss the constitutional duties assigned to the President under Article II. Learn how the executive branch has evolved, most particularly its expansion under President Franklin D. Roosevelt. Topics may include the President as legislator, the use of executive orders, and changes to regulations at cabinet level agencies as well as independent agencies. Analyze the use of emergency powers, the nomination and appointment process, the pardoning process, and the role of the President as the spiritual leader of the country in times of crisis and tragedy. Focus will also be placed on the methods by which our Presidents have communicated with the people of the country. TWA  
**Course:** LLI010  
6 Hours  
$25 + $69 fee = $94; NMR add $50  
**Rockville Campus**  
CRN#: 34444  
3 Sessions  
T  
4/7-4/21  
2-4 p.m.  

---  

**Courtroom Drama in Film**  
*NEW*  
In this unique class you will view six full-length films with legal themes. At the conclusion of each one, you and your classmates will engage in a fun forum focused on the issues raised by the film. This class uses a select cross-section of theatrically released motion pictures such as *To Kill a Mockingbird*, *The Accused*, *A Civil Action*, *The Verdict*, *Counselor at Law*, and *True Believer*. A law veteran will lead the discussion of the American legal system and the legal profession as portrayed in the films. TWA  
**Course:** LLI025  
15 Hours  
$30 + $95 fee = $125; NMR add $120  
**Westfield South**  
CRN#: 34468  
6 Sessions  
W  
3/25-5/6  
1:30-3:30 p.m.  
No class 4/8

---  

**The City We Knew: Life and Times in New York**  
See page 95 for text.
Modern Egypt: From the Urabi Revolt to the Arab Spring
See course on page 49.

Presidential Election 2020
The fall 2020 United States Presidential election will determine who will govern for the next four years and influence the direction of the country. Explore the key factors influencing the vote. Compare the differing platforms of the candidates. Discuss the impact on the current and future legislation. Join Steve Roberts, a renowned journalist, for this lecture.

Course: LLI385
2 Hours
$10 + $15 fee = $25; NMR add $30
Gaithersburg Business Training Center
CRN#: 34661
1 Sessions  M
4/20
10:30 a.m.-12:30 p.m.

Russia: History and Culture 1917-1992
This course will address Russian culture of the 20th century after the Revolution of 1917 through the collapse of the Soviet Union. You will explore major historical events and developments in Russian literature, music, ballet, art, architecture, films, science, holidays, and the life styles of the Soviet people during this period. Travel in time through the periods of the Civil War, Industrialization, Stalin’s purges, World War II, the Cold War, and the events of Perestroika. TWA.

Course: LLI334
8 Hours
$59 + $75 fee = $134; NMR add $120
Gaithersburg Business Training Center
CRN#: 34648
4 Sessions  W
3/25-4/22
10:30 a.m.-12:30 p.m.
No class 4/8

The Crusades: Knights Templar Rise and Fall
In 1095, Pope Urban II preached a sermon in which he urged Christian knights to ride to the aid of the Byzantine Emperor in response to the loss of territory he had suffered at the hands of the Turks. The response to this call eventually resulted in the capture of Jerusalem and the establishment of several Crusader states, ushered in an era of crusading warfare, and the rise of specialized Christian military orders of immense power. Explore the history of the Crusades and the political, social, economic, and ideological factors that led to them. Examine the effect these conflicts had on European kingdoms and the balance of power between them. Discuss the role of chivalry and the rise of military holy orders, their accumulation of power, prestige and wealth, and their changing relationship to the Church. Analyze their fall from grace and the historical footprint that was left throughout Europe. TWA.

Course: LLI206
12 Hours
$65 + $92 fee = $157; NMR add $120
Gaithersburg Business Training Center
CRN#: 34649
6 Sessions  M
2/17-3/23
1:30-3:30 p.m.

The History of Television in the United States Prior to the Advent of Cable
Content: 1940-1960. Do you remember when television was presented in black and white with only three national networks? Explore the early days of television up until the time of the cable television explosion through an examination of the three major networks and their local affiliates, the transition from black and white to color, and the types of programming offered. Learn how television covered the major events of the day such as the Cuban Missile Crisis and the assassinations that occurred during the 1960s. Discuss topics such as the advent of public television broadcasting and even music from television shows. The focus will be on news, sports, entertainment, situation comedies, dramas, and westerns. TWA.

Course: LLI102
12 Hours
$65 + $92 fee = $157; NMR add $120
Gaithersburg Business Training Center
CRN#: 34436
6 Sessions  R
3/26-4/30
1:30-3:30 p.m.
Human and Natural Science

All About Birds: Ornithology for the Beginner & Beyond
Did you know that some dinosaurs survived? This course takes a look at the fascinating world of these survivors - birds. Explore bird identification, anatomy, physiology, and behaviors. Examine their place in the natural world and the complex bird-human relationship. Meet for a field trip in a park to observe birds during the last class session. TWA

Course: LLI154 8 Hours
$50 + $73 fee = $123; NMR add $120
Rockville Campus
CRN#: 34653 4 Sessions F
3/27-4/24 10:30 a.m.-12:30 p.m.
No class 4/10

Climate Change, Earth’s Future, and the Green New Deal
Are you concerned about climate change and our future? Examine the causes and effects of climate change, such as rising sea levels, droughts, fiercer hurricanes, and new disease vectors. Learn about the rate of mass extinctions of species that hasn’t been seen for 65 million years. Analyze the environmental movement of the 1960s and 70s. Discuss climate treaties, carbon taxes, and the basic arguments around the Green New Deal. TWA

Course: LLI024 6 Hours
$35 + $69 fee = $104; NMR add $120
Westfield South
CRN#: 34467 3 Sessions W
4/15-4/29 1:30-3:30 p.m.

Evolution of the Universe from the Big Bang to Today
Human understanding of the universe has increased tremendously in the last few decades. Discuss the evolution of the universe from the Big Bang to its structure today. Examine the stars and star types; as well as their life cycle, characteristics, and how they work. Explore the planets in our solar system, their characteristics, what we have learned from them, and what we are seeking to learn. Study the evolution of Earth, events that have shaped it, and the interplay between life and planet Earth. Join a docent from the Smithsonian Air and Space Museum for this fascinating class. TWA

Course: LLI0103 8 Hours
$59 + $79 fee = $138; NMR add $120
Rockville Campus
CRN#: 34449 4 Sessions T
3/3-3/31 10:30 a.m.-12:30 p.m.
No class 3/17

Introduction to the Psychology of Personality
Examine the varying definitions and views on the formation and maintenance of personality according to the major schools, which include the psychoanalytic, psychodynamic, behavioral, cognitive, social learning, biological, trait, and humanistic approaches. Compare personality theories to determine the major similarities and differences in how each approach views personality development over the lifespan. Explore classic theory as well as current research that discusses the central theme to each theoretical approach and to what degree each approach is supported in the literature. Discuss the methods used to study (i.e. case, study, correlation, and experimental) and assess (i.e., interview, objective, projective) personality. Note: You will be joining credit students in this co-listed class. TWA

Course: LLI186 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 35054 30 Sessions T,R
1/28-5/14 12:30-1:45 p.m.
No class 3/31, 4/19
Takoma Park/Silver Spring Campus
CRN#: 35055 30 Sessions T,R
1/28-5/14 9:30-10:45 a.m.
No class 3/31, 4/19

Orchids: How to Grow and Bloom
Orchids are more popular than ever, and are readily available at mass markets, florists, and garden centers. Explore how to be successful with orchid selection in the home environment. Learn how to purchase, care, handle, repot, and rebloom your orchid. The instructor will use live plants to demonstrate best practices. You are encouraged to bring your own orchid plants for questions. TWA

Course: LLI022 3 Hours
$15 + $15 fee = $30; NMR add $30
Gaithersburg Business Training Center
CRN#: 34665 1 Session T
3/28 12:30-3:30 p.m.

Prescription Drugs: How Medication is Developed, Approved, and Released to Market
Have you ever wondered how prescription drugs are made, approved, and released to market for use? How about the differences between brand name drugs and generic, and why the generic is typically cheaper? Examine the differences between pharmaceutical drugs and dietary supplements, as well as important regulations and guidelines for their development, storage, and distribution. No science background is needed. The instructor is the author of Pharmaceutical Analysis for Small Molecules.

Course: LLI379 2 Hours
$10 + $10 fee = $20; NMR add $30
Gaithersburg Business Training Center
CRN#: 34660 1 Session M
4/20 10:30 a.m.-12:30 p.m.

The Colorado Plateau
See course on page 49.

Literature and Writing

American Short Stories
New Content! “Storytelling is as old as mankind” “reality is not enough...we crave the imagination’s embellishments upon it,” writes Joyce Carol Oates in the introduction to The Oxford Book of American Short Stories. In this text, Oates presents a collection of stories written by representative American writers, who explore the truths and the imaginative works of their time and place. Read and discuss the works and visions of American authors, classic to contemporary, such as Nathaniel Hawthorne, Mark Twain, Henry James, Kate Chopin, Eudora Welty, James Baldwin, Louise Erdrich, Tobias Wolff, and Junot Diaz. TWA

Course: LLI130 12 Hours
$60 + $89 fee = $149; NMR add $120
Rockville Campus
CRN#: 34614 6 Sessions M
2/17-3/23 10:30 a.m.-12:30 p.m.

Denzel Washington Films and Books
NEW
Beyond Black and White “Power to the People” Racism, Sexism, Bullying
Are you interested in an in-depth look at the works of director and actor, Denzel Washington? View and discuss films including Antwone Fisher, Cry Freedom, The Great Debaters, Malcolm X, Fences, and BlackKkKlansman. Explore these films in terms of education, the military, racism, sexism, bullying, and also the concept of apartheid in South Africa. Examine how these films show the triumph of the human spirit and the search for one’s mission in life. Analyze the dangers of tradition as well as acknowledging its value. TWA

Course: LLI019 16 Hours
$80 + $109 fee = $189; NMR add $120
Rockville Campus
CRN#: 34461 6 Sessions M
3/23-4/27 1-4 p.m.
**Film and Literature**

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

**Course: LLI984**

**Rockville Campus**

CRN#: 35038 15 Sessions  W 1/29-5/13 2-4 p.m.  
No class 3/18

---

**Legends, Myths, and Folktales from Around the World**

Explore a variety of folk tales from around the world, drawn from classic mythology, fairy tales, oral storytelling, and legends. Analyze the stories through the context in which they were written, as well as through a modern-day lens to evaluate how they might still apply to modern life and culture. Stories and legends will be supplemented with essays by scholars and writers, such as Clarissa Pinkola Estes and Jane Yolen. An (optional) opportunity to adapt or write your own folk tale based on your family history or a variation of one of the stories discussed in class will be provided. TWA

**Course: LLI003**

**Rockville Campus**

CRN#: 34480 6 Sessions  M 4/6-5/11 10:30 a.m.-12:30 p.m.

---

**Literary Café**

New content! Join a group of insightful and interesting readers in a relaxed Parisian “Left Bank” café setting for engaging discussions about different literary genres and pieces of literature. Together we will focus on the following different examples of literary production: memoir, the novel, poetry, the short story, and drama. Some will be familiar, old favorites; others will be new to you and will introduce you to surprisingly rich and rewarding material. Readings include: Helene Cooper’s *The House at Sugar Beach* (memoir), J.M. Coetzee’s *Disgrace* (novel), poetry selected by participants, selections of metaphysical poetry by John Donne, George Herbert, and Andrew Marvell, two short stories by Borges, and *Romeo and Juliet*. TWA

**Course: LLI070**

**La Madeleine-Old Georgetown Rd**

CRN#: 34612 6 Sessions  R 2/27-5/7 2-4 p.m.  
No class 3/5, 3/26, 4/9, 4/16, 4/30

La Madeleine 7607 Old Georgetown Rd, Bethesda, MD 20814 (Free Parking)

---

**Novellas: Short Fiction with Pop**

Novellas are longer than a short story but shorter than a novel, usually in the 20,000-40,000 word range. In this course, taught by Bob Shoenberg, you will explore six of the best, including Herman Melville’s *Billy Budd*, Henry James’ *The Aspern Papers*, and a variety of late 20th and early 21st century novellas. Please read *Billy Budd* before coming to the first class. TWA

**Course: LLI008**

**Rockville Campus**

CRN#: 34441 6 Sessions  T 3/31-5/5 1:30-3:30 p.m.

---

**Re-Reading Masterpieces**

Examine what makes a work of literature a masterpiece. Discuss why certain works seem new when they are re-read. Determine if readers change or does their sense of discovery come from locating the past in the present circumstances. Explore the novelist’s range of narrative techniques. Discuss the importance of time and place to a novel’s meaning; the significance of gender as a key to understanding a novel; and the relevance of culture, political beliefs, and history in describing a novel as a “classic.” Explain why you may define works such as Toni Morrison’s *The Bluest Eye*, Emily Bronte’s *Wuthering Heights*, Alexander Solzhenitzy’s *One Day in the Life of Ivan Denisovich*, Albert Camus’s *The Stranger*, and Gustave Flaubert’s *Madame Bovary*, as classics. TWA

**Course: LLI027**

**Rockville Campus**

CRN#: 34470 5 Sessions  W 2/26-4/1 2-4 p.m.  
No class 3/25

---

**The Origins of Humans and Society in Stories, Storytelling and Philosophy**

Do you want to know how you and your species came into being? Or, how your nation began? Trace the genesis of a society. Discover how stories and storytelling help explain what origins are and what existence means. Explore the origin of nations and names; spiritual awakening; and the nature of evil. Examine moral philosophy. Discuss core philosophical, theological, and literary principles of western philosophy. Each class will draw discussion points from a selection of origin stories and short fiction. TWA

**Course: LLI031**

**Rockville Campus**

CRN#: 34477 8 Sessions  R 2/13-4/2 1:30-3:30 p.m.

---

**The Short Story**

A study of the short story in world literature with emphasis on the literary form. Examine the basic elements of fiction as they appear in short stories. Discuss content, structure, and literature techniques used. Analyze short stories from a variety of critical perspectives. Note: You will be joining credit students in this co-listed class. TWA

**Course: LLI239**

**Rockville Campus**

CRN#: 35077 30 Sessions  T,R 1/28-5/14 11 a.m.-12:15 p.m.  
No class 3/17, 3/19

---

**Toni Morrison: A Life in Literature**

NEW

Nobel Laureate Toni Morrison (1931-2019) transformed the global literary landscape with a body of works that includes *The Bluest Eye*, *Beloved*, *Song of Solomon*, *Home*, and other books that focused on history and culture of African Americans. Examine how, through her academic appointments at Howard University and Princeton University, and her many lectures, conference presentations, television programs, and documentary videos, she touched the lives of millions of people throughout the world. Discuss her life in literature and her role as a respected African American thought leader.

**Course: LLI042**

**Kentlands Clubhouse**

CRN#: 34611 1 Session  M 3/2 1:30-3:30 p.m.

485 Tschiffely Square Rd, Gaithersburg, MD 20878

---

**Women in Literature—A Multicultural Perspective**

NEW

An introduction to literature by and about women from a multicultural perspective, focusing on women’s diverse experiences and backgrounds. Representative texts are studied in their historical and sociopolitical contexts. Students read, analyze, and respond critically to literary works in class discussions. Note: You will be joining credit students in this co-listed class.

**Course: LLI891**

**Rockville Campus**

CRN#: 35037 30 Sessions  T,R 1/28-5/14 11 a.m.-12:15 p.m.  
No class 3/17, 3/19

---

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

---

Class marked with this symbol ◘ are co-listed. They are offered so that students may register either for credit or continuing education (noncredit) status. These classes are open to all students at Montgomery College.
Writing—for Wellness and Stress Reduction

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

Course: LLI443 12 Hours
$59 + $79 fee = $138; NMR add $120

Wheaton Library
CRN#: 34684 6 Sessions R
3/26-4/30 1:30-3:30 p.m.

Writing Your Novel or Short Story

This course is designed for those individuals who are beginning or in the process of writing a novel or short story. Delve deep into each element of storytelling to analyze its purpose, meaning, and benefits to the story. Develop characters, plot, scene, and settings. Learn the art of point-of-view. Apply tension, conflict, suspense, and empathy to your work. This course is taught by a published author. TWA

Course: LLI235 16 Hours
$50 + $89 fee = $139; NMR add $120

Rockville Campus
CRN#: 34630 8 Sessions M
3/9-5/4 1:30-3:30 p.m.
No class 3/16

Music

Beethoven: 250th Anniversary

Did you know that the year 2020 marks the 250th anniversary of Ludwig van Beethoven, whose contributions left a profound and lasting effect on classical music? Practice critical listening skills while identifying compositions by genre and time period. Analyze selected works while discussing Beethoven's life and milieu. Examine his life and music—the joys, challenges, and enduring legacy of this tortured genius. TWA

Course: LLI018 10 Hours
$59 + $79 fee = $138; NMR add $120

Rockville Campus
CRN#: 34459 5 Sessions R
3/5-4/2 10:30 a.m.-12:30 p.m.

Please Join Lifelong Learning on Facebook!
For updates, special events, photos, and more, visit our page at https://www.facebook.com/Montgomery-College-Lifelong-Learning-Institute-146054688809875/ Don’t forget to LIKE our page!

Opéra Masterpieces

You will see and hear scenes from famous/familiar operas presented on DVDs. The opera presentations will include La Traviata, Rigoletto, La Bohème, Madama Butterfly, Don Giovanni, The Marriage of Figaro, Lucia Di Lammermoore, The Valkyrie, and Siegfried. Before presenting each opera scene on DVD, your instructor will provide information about the composer, the setting, and the cast, as well as a synopsis of the opera. Following each video presentation, you will discuss the music, the opera singers singing and acting, costumes, scenery, props, and lighting. TWA

Course: LLI187 7.5 Hours
$60 + $69 fee = $129; NMR add $120

Westfield South
CRN#: 34619 4 Sessions M 3/30-4/20 1:30-3:30 p.m.
Last class on 4/20 meets 1:30-3 p.m.

Piano Conversations: Great Masters of Vienna

This course will explore the piano music of Mozart, Beethoven, Schubert, and Brahms. These composers are considered to be among the greatest composers of the German-Austrian Classical-Romantic tradition. The course will discuss how the city of Vienna impacted their lives and provide an exploration into their life stories and works. You will experience live piano performances by a concert pianist during this course. TWA

Course: LLI686 8 Hours
$50 + $75 fee = $125; NMR add $120

Maplewood Park Place
9707 Old Georgetown Rd, Bethesda, MD 20814 Parking is available.
CRN#: 34723 4 Sessions F 2/28-3/27 1:30-3:30 p.m.
No class 3/20

The Orchestra: From Page to Stage

Have you ever wondered what goes into bringing symphonic music to the stage? This class will take you behind the scenes to explore what makes up a modern orchestra. We will explore the structure of an orchestra including: types of instruments; seating arrangements; the role of the conductor; the preparation process for public performances; and the formatting of an orchestral score. You will watch recordings of rehearsals of the best orchestras. This class is taught by a conductor. TWA

Course: LLI962 8 Hours
$50 + $75 fee = $125; NMR add $120

Rockville Campus
CRN#: 34722 4 Sessions R 4/16-5/7 10:30 a.m.-12:30 p.m.

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

A.S.K. in a Nutshell

New Content!
Are you intellectually curious? If so, then A.S.K. (Adults Seeking Knowledge) is for you! A.S.K. offers an array of weekly programs and lectures, including invited experts who present lectures covering a wide range of topics. Past topics have included current events, science, history, world travels, mediation for seniors, opera, alternative medicine, and fitness and health. TWA

Course: LLI841 7.5 Hours
$35 + $59 fee = $94; NMR add $50

Gaithersburg Business Training Center
CRN#: 34715 6 Sessions W 3/4-4/29 1:215 p.m.
No class 3/18, 3/25, 4/8
CRN#: 34714 6 Sessions W 3/4-4/29 2:45-4 p.m.
No class 3/18, 3/25, 4/8

All About Birds: Ornithology for the Beginner & Beyond
See course on page 56.

Bridge for Beginners

Bridge is by far the greatest card game of all. It provides immense challenges and enjoyment for the rest of your life. This course is intended for newcomers to the game and players who haven’t played in years. The 6-week course will cover the fundamentals of modern bidding, play of the hand, some defensive principles, and more.

Course: LLI942 12 Hours
$37 + $82 fee = $119; NMR add $120

Germantown Campus
CRN#: 34718 6 Sessions T 3/31-5/5 1-3 p.m.

Rockville Campus
CRN#: 34717 6 Sessions W 2/19-4/11 7-9 p.m.
No class 3/18

Bridge: Intermediate

The game of bridge is as challenging as it is enjoyable. This course is appropriate for all players with a solid grasp of bridge basics who wish to improve their games. Lessons will focus on modern bidding techniques, sound competitive judgment, in-depth hand evaluation, and card play strategies for declarers and defenders. Prerequisite: Bridge for Beginners or equivalent experience.

Course: LLI58 12 Hours
$37 + $82 fee = $119; NMR add $120

Rockville Campus
CRN#: 34721 6 Sessions M 4/6-5/11 7-9 p.m.

Co-Listed Classes
Classes marked with this symbol ◘ are co-listed. They are offered so that students may register either for credit or continuing education (noncredit) status. These classes are open to all students at Montgomery College.
Declutter Your Life and Space
Preparation for retirement or living in a newly empty-nest space? This is the perfect time to take stock of your belongings and part ways with items that no longer serve you. Downgrading your home can be a great way to enter a new phase of your life - one that's less stressful and more relaxing. Learn strategies to help you organize and prioritize your belongings; create a more calming environment; reduce your stress levels; save time and money; and improve your quality of life. Examine the common roadblocks and issues surrounding downsizing.

<table>
<thead>
<tr>
<th>Course: LLI165</th>
<th>4 Hours</th>
<th>$15 + $40 fee = $55; NMR add $50</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockville Campus</td>
<td>CRN#: 34615</td>
<td>2 Sessions W 3/4-3/11 6:30-8:30 p.m.</td>
</tr>
</tbody>
</table>

Orchids: How to Grow and Bloom NEW
See course on page 56.

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

<table>
<thead>
<tr>
<th>Course: LLI351</th>
<th>4 Hours</th>
<th>$15 + $30 fee = $45; NMR add $30</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockville Campus</td>
<td>CRN#: 34651</td>
<td>2 Sessions R 3/26-4/2 6:30-8:30 p.m.</td>
</tr>
<tr>
<td>Takoma Park/Silver Spring Campus</td>
<td>CRN#: 34652</td>
<td>2 Sessions M 4/20-4/27 6:30-8:30 p.m.</td>
</tr>
</tbody>
</table>

Floral Arrangements for Home and Office NEW
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. Four to six floral designs using supermarket purchases with simple tools and techniques will be demonstrated.

<table>
<thead>
<tr>
<th>Course: LLI028</th>
<th>4 Hours</th>
<th>$15 + $49 fee = $64; NMR add $50</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockville Campus</td>
<td>CRN#: 34473</td>
<td>2 Sessions W 4/15-4/22 6:30-8:30 p.m.</td>
</tr>
</tbody>
</table>

The World of Chess for Mental Fitness NEW
Learn how to play chess and explore many aspects of this ancient game that fascinates millions. Examine its artistic and cultural links, mental health benefits, and social and competitive facets. Practice and improve your skills under an instructor-supervised playing period. Explore the rules of the game, strategy and tactics, memory skills, and blindfold chess. Discuss the history of famous players, chess and computers, and advice on how to navigate the vast literature of the game. This course is intended for beginners and those with very minimal knowledge of the game. TWA

<table>
<thead>
<tr>
<th>Course: LLI029</th>
<th>6 Hours</th>
<th>$35 + $89 fee = $124; NMR add $120</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockville Campus</td>
<td>CRN#: 34474</td>
<td>4 Sessions M 3/30-4/20 7-8:30 p.m.</td>
</tr>
</tbody>
</table>

Wedding Planning—What You Need to Know
Are you planning your own wedding, or that of a friend or family member? Or, are you thinking of starting a business in wedding planning? Learn from a professional wedding planner, utilizing their experience to get started. Receive eight templates to help you create a relaxing and organized event. Explore how to move from the planning process, to the execution of the event, and finally to what you need to do to relax and have fun. Examine benefits of each template so that you walk away prepared to guide yourself or your client through the entire planning process. Find ways to save money and still have a wedding of your dreams. TWA

<table>
<thead>
<tr>
<th>Course: LLI429</th>
<th>4.5 Hours</th>
<th>$10 + $35 fee = $45; NMR add $30</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockville Campus</td>
<td>CRN#: 34680</td>
<td>2 Sessions T 3/24-3/31 6:30-8:45 p.m.</td>
</tr>
</tbody>
</table>

Personal Finance

Looking for Personal Finance classes?
See our Personal Finance Academy on page 68–69 for:
- Health Care Insurance for Retirement
- Increase Cash, Decrease Debt, & Protect Your Financial Future
- Investing in the Thrift Savings Plan When Working and Retired
- Maximizing Social Security Benefits
- Probate in Maryland: An Overview for Executors-To-Be
- Protecting Your Hard Earned Money
- Retirement Planning Today
- Stocks, Bonds, Mutual Funds, and ETFs Explained
- Stocks: An In-Depth Look
- Wills and Estates

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

<table>
<thead>
<tr>
<th>Course: LLI199</th>
<th>6 Hours</th>
<th>$45 + $69 fee = $114; NMR add $120</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockville Campus</td>
<td>CRN#: 34522</td>
<td>3 Sessions R 3/5-3/26 6:30-8:30 p.m.</td>
</tr>
</tbody>
</table>

---

<table>
<thead>
<tr>
<th>Collisted</th>
<th>Tuition Installment Plan</th>
<th>VA-Approved</th>
<th>TWA Tuition Waiver Applies</th>
<th>NMR Non-Md. resident additional fee</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>59</td>
</tr>
</tbody>
</table>
Photography

Digital Photography
A general introduction to electronic still photography, beginning with traditional photographic and art concepts. Explore image manipulation using personal computers supported by scanners, photo CDs, and digital cameras. Learn how to use the most advanced photo editing software available to create new artistic images. Note: You will be joining credit students in this co-listed credit class. TWA
Course: LLI623 75 Hours $396 + $136.20 fee = $532.20; NMR add $871.20
Germantown Campus
CRN#: 35026 30 Sessions 1/28-5/14 T,R 1/28-5/14 3-5:40 p.m. No class 3/17, 3/19
No class 3/19
CRN#: 35025 30 Sessions 1/28-5/14 9-11:40 a.m. No class 3/17, 3/19

Digital Photography for Fine Arts II
This is an advanced course that will enable you to use digital photography to create sophisticated, aesthetic images. Develop a personal style and technical proficiency for personal expression. Note: You will be joining credit students in this co-listed credit class. TWA
Course: LLI644 75 Hours $396 + $136.20 fee = $532.20; NMR add $871.20
Germantown Campus
CRN#: 35028 30 Sessions 1/28-5/14 T,R 1/28-5/14 9-11:40 a.m. No class 3/17, 3/19
No class 3/19
CRN#: 35027 30 Sessions 1/28-5/14 3-5:40 p.m. No class 3/17, 3/19

Foundations of Digital Photography
Explore the settings found on a modern digital camera. Discuss the different exposure, metering, autofocus, and white balance modes of a digital camera. Practice the basic methods of saving and storing your digital images. This course is for beginners in digital photography or those who acquired a camera with manual controls. TWA
Course: LLI371 10 Hours $65 + $85 fee = $150; NMR add $120
Gaithersburg Business Training Center
CRN#: 34659 5 Sessions 4/2-4/30 10:30 a.m.-12:30 p.m.
Rockville Campus
CRN#: 34658 5 Sessions 2/17-3/25 6:30-8:30 p.m. No class 3/16

Street Photography
Explore the genre of street photography through its history, techniques, equipment, and ethical considerations. Produce photographs as you explore the different aspects of street photography and generate a final body of work that demonstrates your personal vision within the genre. TWA
Course: LLI839 8 Hours $50 + $75 fee = $125; NMR add $120
Rockville Campus
CRN#: 34713 4 Sessions 4/20-5/11 6:30-8:30 p.m.

Wellness

Beginner Swimming
Learn how to control your breathing; how to float; and how to perform four basic strokes - front crawl, back crawl, elementary backstroke, and breaststroke. Gain the confidence needed to swim in both shallow and deep water. Practice personal safety and survival skills. This is a skills class that requires consistent attendance. Note: You will be joining credit students in this co-listed class. TWA
Course: LLI355 25.5 Hours $132 + $69 fee = $201; NMR add $266.80
Germantown Campus
CRN#: 35022 28 Sessions 1/27-5/15 10-10:50 a.m. No class 3/16, 3/18
CRN#: 35021 15 Sessions 2/3-5/11 7-8:50 p.m.
Rockville Campus
CRN#: 35023 30 Sessions 1/27-5/15 10-10:50 a.m. No class 3/16, 3/18

Building Bone and Muscle Strength
Learn ways in which to strengthen your bones and muscles and keep them healthy. Explore proper posture and exercising techniques to help avoid injuries. Practice balance exercises, using low hand and leg weights, and resistance training to increase muscle strength and bone density. This course is taught in a controlled environment with expert supervision. TWA
Course: LLI369 10 Hours $40 + $79 fee = $119; NMR add $120
Rockville Campus
CRN#: 34657 10 Sessions 1/27-3/25 10-11 a.m. No class 3/16, 3/18

Diet Craze or Diet Genius? NEW
Did you know that over 45 million Americans go on a diet every year? Explore the different eating patterns or “diets” including intermittent fasting, Paleo, Low-carb, Whole30, Mediterranean, Vegan/Vegetarian, High-Protein, and High Fat or Ketogenic. Discuss these major diet patterns, including potential benefits and drawbacks. Examine food marketing and labeling terms, such as “natural” and “organic.” Discuss healthy eating patterns. The class is taught by a Certified Nutrition Specialist.
Course: LLI386 2.5 Hours $10 + $15 fee = $25; NMR add $30
Rockville Campus
CRN#: 34663 1 Session 3/9 6:30-9 p.m.
CRN#: 34664 1 Session 4/23 1-3:30 p.m.

Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records.
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 reduce body fat. Practice breathing techniques to calm the nervous system and decrease anxiety. Brings 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: LLI173 6 Hours
$35 + $65 fee = $100; NMR add $120
Rockville Campus
CRN#: 34712 5 Sessions  F
2/14-3/13 11 a.m.-12:15 p.m.
Last class on 3/13 meets 11 a.m.-12 p.m.
CRN#: 34711 5 Sessions  F
4/3-5/8 11 a.m.-12:15 p.m.
Last class on 5/8 meets 11 a.m.-12 p.m.
No class 4/10

Gentle Water Fitness for Muscle Tone and Cardio
Former Water Exercise, now LLI class for 50+
Gentle exercises providing for optimum fitness. Learn how to use water resistance to develop muscle tone and flexibility, as well as increase endurance. Practice techniques using water buoyancy to aid in relaxation, stress reduction, and mood enhancement. Apply gentle water exercise to increase cardio health and help with chronic conditions. This course will be presented at several different difficulty levels and is not a swimming class. TWA
Course: LLI280 19.2 Hours
$30 + $79 fee = $109; NMR add $120
Germantown Campus
CRN#: 34639 23 Sessions  T,R
2/18-5/12 10-10:50 a.m.
No class 3/17, 3/19
Rockville Campus
CRN#: 34637 23 Sessions  T,R
2/18-5/12 9-9:50 a.m.
No class 3/17, 3/19

Personal Fitness I
An individualized fitness course with emphasis on improving the health-related components of physical fitness. Principles of conditioning will be applied to develop a personalized training program to enhance cardiovascular conditioning, strength and muscular flexibility, as well as increase endurance. Practice techniques will focus on the utilization of weight resistance bands and free weights. TWA
Course: LLI307 10.2 Hours
$30 + $89 fee = $119; NMR add $120
Germantown Campus
CRN#: 34606 23 Sessions  T,R
2/18-5/12 9-9:50 a.m.
No class 3/17, 3/19

Tai Chi for Physical and Mental Well-being
T’ai Chi is an ancient Chinese exercise for health and conscious relaxation. Learn a series of quiet, slow, and connected movements from the Cheng Man-Ch’ing Yang style short form, which cultivate the spirit and nurture the body. Low impact movements put minimal stress on muscles and joints. Some of t’ai chi benefits are decreased stress, increased energy and flexibility, lower blood pressure, body awareness and balance. TWA
Course: LLI188 12 Hours
$40 + $79 fee = $119; NMR add $120
Rockville Campus
CRN#: 34620 12 Sessions  W
2/12-4/29 10-11 a.m.

Tennis for Physical and Mental Wellness
Do you know that physical and mental wellness go hand-in-hand? Explore how tennis can help you to remain active and keep your brain strong. Learn basic skills, including forehand, backhand, serve, and volley. Examine the strategy, rules, history, and etiquette of sport. This course will include significant opportunities for hands-on practice to improve your game. TWA
Course: LLI037 19.2 Hours
$30 + $79 fee = $109; NMR add $120
Germantown Campus
CRN#: 34606 23 Sessions  T,R
2/18-5/12 10-10:50 a.m.
No class 3/17, 3/19
Rockville Campus
CRN#: 34614 23 Sessions  T,R
2/18-5/12 9-9:50 a.m.
No class 3/17, 3/19

Path to a Healthy and Vibrant Life: A Six-Week Personal Wellness Journey
See course on page 52.

Weight Training Designed for Women
This course emphasizes the design and implementation of individualized weight training programs to meet the specific muscular fitness needs and interests of women. Experience and evaluate the potential benefit of weight training exercises to increase lean body tissue, reduce body fat, improve bone density, and develop firmer, more efficient muscles for enhanced appearance and performance. Conditioning techniques will focus on the utilization of weight resistance machines and free weights. Note: You will be joining credit students in this co-listed credit class. TWA
Course: LLI356 25.5 Hours
$132 + $69 fee = $201; NMR add $266.80
Rockville Campus
CRN#: 35024 30 Sessions  M,W
1/27-5/13 1-1:50 p.m.
No class 3/16, 3/18

Yoga
Explore exercises, postures, and breathing techniques to relieve tension, increase muscle flexibility, and promote good health. Discuss the important aspects of yoga such as concentration, body awareness, and body-mind integration. Practice deep relaxation techniques at the end of each class. Note: You will be joining credit students in this co-listed credit class. TWA
Course: LLI279 25.5 Hours
$132 + $69 fee = $201; NMR add $266.80
Germantown Campus
CRN#: 35015 30 Sessions  M,W
1/27-5/13 8-8:50 a.m.
No class 3/16, 3/18
CRN#: 35017 30 Sessions  T,R
1/28-5/14 10-10:50 a.m.
No class 3/17, 3/19
Rockville Campus
CRN#: 35018 15 Sessions  M
1/27-5/11 4:30-6:10 p.m.
No class 3/16
CRN#: 35020 14 Sessions  T
2/4-5/12 3-4:55 p.m.
No class 3/17
Takoma Park/Silver Spring Campus
CRN#: 35014 14 Sessions  M,W
1/27-5/11 12-12:50 a.m.
No class 3/16, 3/18

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

Meditation Practices—Heart, Brain, Body Connections
See course on page 52.

Meditation Practices—Heart, Brain, Body Connections—Continued
See course on page 52.

See page 52 for Lessons From Those Who Live to 100
Coaching and 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
Germantown Campus
CRN#: 34566  5 Sessions  F,S,U
3/27-4/5  8:30 a.m.-5:30 p.m.
No class 4/3

Coaching Mastery
Demonstrate your coaching knowledge and skills in a safe and supportive class environment. Feedback from a facilitator during a coaching interaction session clarifies strengths and identifies areas that require continued practice. The Coaching Certificate Program’s emphasis on real-world practice and experience is reflected in this review of coaching core competencies. Prerequisite: Coaching Clinic-Introduction, Coaching Essentials, Competencies, and Practices, Coaching Practicum. TWA
Course: MGT530  15 Hours
$300 + $499 fee = $799; NMR add $350
Gaithersburg Business Training Center
CRN#: 34571  2 Sessions  S
3/28-4/4  8:30 a.m.-4:30 p.m.

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, Coaching Essentials, Competencies, and Practices. TWA
Course: MGT581  15 Hours
$300 + $365 fee = $665; NMR add $300
Distance Learning
CRN#: 34572  5 Sessions  T
1/21-2/18  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
Gaithersburg Business Training Center
CRN#: 34574  1 Session  S
4/11  9 a.m.-3:30 p.m.

Coaching Skills for Managers and Team Leaders
Coaching is one of the most valued management skills in organizations today. By utilizing coaching techniques, managers of all levels gain the ability to deal with a wide variety of performance issues. The result of effective coaching includes improved employee productivity, loyalty, and cooperation. By the end of this course, you and your employees will be able to set better goals, use coaching to provide focus producing better results faster, implement coaching techniques to encourage innovation and creative solutions, foster a sense of ownership and personal satisfaction in a job well done, generate motivation and enthusiasm, and facilitate a more effective performance improvement discussion when dealing with challenging personnel issues. TWA
Course: MGT589  12 Hours
$217 + $122 fee = $339; NMR add $160
Gaithersburg Business Training Center
CRN#: 34573  2 Sessions  S
4/18-4/25  9 a.m.-3:30 p.m.

Introduction to Coaching
If you seek to inspire and motivate others, then coaching may be the skill set for you. This emerging field draws on numerous communication approaches and techniques you can use to support others in achieving short and long-term goals by developing a positive approach to all areas of their lives. In this experiential 3 1/2 hour introductory session, we will discuss what coaching is—and isn’t—distinguishing coaching from mentoring, consulting, therapy, training and athletic development, coaching core beliefs, qualities of an effective coach and the essential components of all coaching interventions. Additionally, the Montgomery College Coaching Certificate Program, the International Coach Federation (ICF) coach credentialing process and the latest trends in the coaching industry will be addressed.
Course: MGT488  3.5 Hours
$50 + $59 fee = $109; NMR add $120
Gaithersburg Business Training Center
CRN#: 34570  1 Session  S
3/14  9:30 a.m.-1 p.m.

Human Resources

SHRM Essentials® of Human Resources
Human resource issues impact every company in some way. That’s why it’s important to understand the fundamental issues surrounding HR today. This course provides an introductory overview of the human resource function. Whether you are new to HR or if HR is one of many roles you fulfill at your company, this course covers the key HR topics you need to know: human resource management, employment law, recruitment and selection, compensation and benefits, employee development, and performance management. This course qualifies for 18 recertification hours upon completion. TWA
Course: MGT352  18 Hours
$260 + $335 fee = $595; NMR add $250
Gaithersburg Business Training Center
CRN#: 34567  6 Sessions  R
3/26-4/30  6:30-9:30 p.m.

The SHRM Learning System for SHRM-CP™ and SHRM-SCP™ Certification Preparation Course ▲
Enrich your HR Skills and Competencies to Succeed! Our SHRM-CP and SHRM-SCP certification preparation course is designed primarily for individuals seeking credentials that focus on identifying and testing the knowledge and practical real-life experiences HR professionals around the world need to excel in their careers today. Earning your SHRM Certified Professional (SHRM-CP®) or SHRM Senior Certified Professional (SHRM-SCP®) credential establishes you as a recognized expert in the HR field. This certification preparation program covers four knowledge domains: People, Organization, Workplace and Strategy as well as eight behavioral competencies; Leadership and Navigation, Ethical Practice, Business Acumen, Relationship Management, Consultation, Critical Evaluation, Global and
Certified Internal Auditor (CIA) Exam Prep: Part II—Internal Audit Practice
Prepare to earn the most sought-after credential in the global internal audit profession! Become a Certified Internal Auditor® (CIA®), the optimum way to communicate knowledge, skills, and competencies to effectively carry out professional responsibilities for any internal audit, anywhere in the world. Our expert instructors will lead you through the entire global CIA exam syllabus in a structured and interactive environment to ensure you understand and can apply the critical CIA topics. The CIA Prep Course is based on the IIA’s New CIA Learning System which has been updated and enhanced to teach the entire 3-Part CIA exam syllabus. This premier CIA Exam preparation and professional development program delivers the global CIA exam syllabus in a blended learning format of customized workbooks and web-based learning software. (Printed workbooks and online study tools included.) TWA
Course: MGT594 16 Hours $400 + $455 fee = $855; NMR add $400
Distance Learning
CRN#: 34576 8 Sessions M,W 4/15-5/11 7-9 p.m.

Leadership Skills for Project Managers and Supervisors
Project Managers and Supervisors represent an important force in their organizations. You have the power to turn on or turn off the productivity of the people who report to you. You are the crucial interface between the employee and the senior managers of the organization. This course takes a unique perspective on the hot topic of leadership and will give you the skills in communication, coaching, and conflict resolution that you need to be successful. TWA
Course: PMC033 9 Hours $209 + $90 fee = $299; NMR add $140
Rockville Campus
CRN#: 34693 3 Sessions T,R 3/3-3/10 6-9 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 execute the Six Sigma Methodology of Define, Measure, Analyze and Control (DMAIC).
Quantitative and qualitative exercises that will ensure application and retention of complex process improvement tools and techniques will be reviewed. You will be prepared to sit for the ASQ SSGB certification exam after successful completion of this course. Prerequisites: 3 years of professional work experience, some algebra knowledge. You must purchase textbook(s) and bring them to the first class. TWA
Course: MGT596 48 Hours $450 + $425 fee = $875; NMR add $400
Rockville Campus
CRN#: 34577 9 Sessions M,W,S 2/29-3/18 6-10 p.m. (M,W) No class 2/26 8:30 a.m.-5 p.m. (S)
Nonprofit Leadership Boot Camp
Montgomery College’s Nonprofit Leadership Development program focuses on developing the leadership potential and capacity of emerging leaders serving our community and striving to create beneficial change for the people who live here and the environment they live in. Designed for participants who are either new to a leadership role or looking to expand their leadership confidence and competence from within a mid-level leadership job. This seminar engages participants in clarifying the role of leadership in their lives and their work, developing strategies to advance their individual leadership aspirations, and mastering frameworks that support leadership success. These skills and understanding are then applied to key areas of nonprofit organizational management with opportunities to assess and recreate systems that align our day-to-day work with the outcomes we want to create for ourselves and the organizations we serve. The program introduces practical tools and frameworks and then uses them to explore the different management domains of governance, programming, finance, human resources, strategy, communications, and engagement. Submit an application online. TWA.

Course: NPT009 36 Hours
$300 + $300 fee = $600; NMR add $300

Nonprofit Village
CRN#: 35365 6 Sessions F 3/13-5/22 9 a.m.-4 p.m.
Class dates 3/13, 3/27, 4/10, 4/24, 5/8, 5/22

Nonprofit Marketing and Communications
Raising the profile of your nonprofit organization and telling your story requires strategy and planning. This course will provide training using a wide variety of tools including social media, websites, newsletters and e-mail marketing, and media advisories. Emphasis will be on branding and messaging in support of your organization’s fundraising efforts and the latest trends. This course is ideal for Executive Directors, Marketing and Communications staff, and volunteers. TWA.

Course: NPT003 12 Hours
$200 + $125 fee = $325; NMR add $160

Rockville Campus
CRN#: 34560 6 Sessions T.R 1/14-1/30 6-8 p.m.

Program Performance Measurement & Evaluation for Nonprofits NEW
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.

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

Takoma Park/Silver Spring Campus
CRN#: 35366 12 Sessions T.R 2/4-3/12 6-9 p.m.

Distance Learning
CRN#: 35367 2/4 – 3/12

Writing to Win: Preparing Strong Grant Application Templates
Nonprofit organizations of every size depend on grants to fund important initiatives designed to benefit the community. A good master proposal and planning will increase your chances of writing a winning proposal. Join us and learn the process of preparing strong grant application templates. This course is ideal for executive directors, program directors, board members and freelance grant writers seeking to develop or refine their grant writing skills. You must purchase the textbook(s)/materials and bring them to the first class. TWA.

Course: NPT006 12 Hours
$195 + $115 fee = $310; NMR add $160

Gaithersburg Business Training Center
CRN#: 34581 6 Sessions M 2/3-3/9 6:30-8:30 p.m.

African Dance Sessions NEW
Discover the art and beauty of African dance. Learn the posture, movements, and stylistic technique of traditional dances from places like Ethiopia, Mali, Guinea, and Senegal. Apply what you’ve learned in performance-focused choreography. Sign up for all 10 sessions with this course and save $25, or sign up for individual sessions below. TWA

Course: PFA005 6.25 Hours
$55 + $40 fee = $95; NMR add $50

Takoma Park/Silver Spring Campus
No class 3/21

Cost of each workshop is $8 + $4 = $12; NMR add $30

African Dance
Discover the art and beauty of African dance. Learn the posture, movements, and stylistic technique of traditional dances from places like Ethiopia, Mali, Guinea, and Senegal. Apply what you’ve learned in performance-focused choreography. Sign up for all 10 sessions with this course and save $25, or sign up for individual sessions below. TWA

Course: PFA062 36 Hours
CRN#: 34640 S 2/15 10-10:45 a.m.

Session 1
Course: PFA063
CRN#: 34642 S 2/22 10-10:45 a.m.

Session 2
Course: PFA064
CRN#: 34646 S 2/29 10-10:45 a.m.

Session 3
Course: PFA065
CRN#: 34647 S 3/7 10-10:45 a.m.

Session 4
Course: PFA066
CRN#: 34668 S 3/14 10-10:45 a.m.

Session 5
Course: PFA067
CRN#: 34670 S 3/21 10-10:45 a.m.

Session 6
Course: PFA068
CRN#: 34671 S 4/4 10-10:45 a.m.

Session 7
Course: PFA069
CRN#: 34672 S 4/11 10-10:45 a.m.

Session 8
Course: PFA070
CRN#: 34673 S 4/18 10-10:45 a.m.

Session 9
Course: PFA071
CRN#: 34674 S 4/25 10-10:45 a.m.

Nonprofit Leadership Boot Camp
Application cycle is open for the Spring 2020 Nonprofit Boot Camp.


Do you have experience in the nonprofit sector but want to learn more and expand your network? Join us as we delve deeper to understand nonprofits in a fun and creative setting. Applicants should have at least three years of nonprofit experience.

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.
**WDCE Winter/Spring 2020 Schedule**

**Ballet I**
An introduction to fundamental exercises, techniques, and steps of classical ballet. Basic ballet terminology, correct body alignment, and simple adagio and allegro combinations are introduced in barre and center work. TWA Course: FLM037 37.5 Hours

$264 + $90.80 fee = $354.80; NMR add $580.80

Rockville Campus
CRN#: 35003 30 Sessions T,R 1/28-5/14 2-3:15 p.m.
No class 3/17, 3/19

Takoma Park/Silver Spring Campus
CRN#: 35004 29 Sessions M,W 1/29-5/13 12-1:15 p.m.
No class 3/16, 3/18, 3/20

**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. TWA Course: PFA054 7.5 Hours

$55 + $40 fee = $95; NMR add $50

Rockville Campus
CRN#: 34634 6 Sessions R 2/27-4/9 7-8:15 p.m.

**Topic: Foxtrot**
Learn the fundamentals of one of the most versatile and widely used dances, the Foxtrot. Take a walk in the park as you dance to the music of legends like Frank Sinatra, Nat King Cole, and modern-day artists like Michael Buble. Foxtrot is characterized by its smooth, elegant, graceful and gliding movements and is a must-have in one’s dance repertoire.

**Dance: Introduction**
An examination of dance as an art form and means of multicultural expression, ritual, and tradition. Learn the practices, philosophies, terminologies, and styles of dance and careers in dance. The role of dance in world societies and how it relates to different cultures is explored in dance. The role of dance in world societies and how it relates to different cultures is explored in dance. The role of dance in world societies and how it relates to different cultures is explored in dance. The role of dance in world societies and how it relates to different cultures is explored in dance.

**Jazz Dance II [NEW]**
Continue your study of jazz dance! Work on perfecting your technique and creating jazz choreography. Learn steps such as double turns, body isolations, and elevation steps. Prerequisite: FLM039/DANC105 Jazz Dance I or basic jazz dance experience. TWA Course: FLM053 75 Hours

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

Rockville Campus
CRN#: 35009 45 Sessions M,W,F 1/27/5-15 2-3:25 p.m.
No class 3/16, 3/18, 3/20

**Modern Dance I**
An introduction to fundamental exercises, techniques, and movement phrases of modern dance. Basic modern dance principles are introduced in axial and locomotor exercises and basic improvisation skills. Modern dance innovators and their styles are discussed. TWA Course: FLM038 37.5 Hours

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

Rockville Campus
CRN#: 35005 30 Sessions T,R 1/28/5-14 11 a.m.-12:25 p.m.
No class 3/17, 3/19

**Modern Dance III [NEW]**
Continue your study of modern dance at an intermediate level! Practice correct body alignment and efficient use of the body through movement. Execute moves such as falls, turns, and contractions and use them in improvisation and choreography. Learn to incorporate elements of time, flow, weight, space, and rhythmic structures into your movements. Prerequisite: FLM049/DANC104 Modern Dance II or beginner-level experience in modern dance. TWA Course: FLM052 75 Hours

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

Rockville Campus
CRN#: 35008 45 Sessions M,W,F 1/27/5-15 11 a.m.-12:25 p.m.
No class 3/16, 3/18, 3/20

**Film**
Discover the art of storytelling using research and audio technology. Learn interviewing skills while documenting an event or issue. Explore sound recording using field production techniques. Prerequisite: PFA050 Sound Design, TVRA125 Audio Production Technology, or experience using sound recording equipment and editing software. TWA Course: ART074 75 Hours

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

Rockville Campus
CRN#: 34269 15 Sessions W 1/29-5/17 9-9:50 a.m.
No class 3/18

**Introduction to Film**
Get a basic introduction to the study of narrative film. Analysis of film structure and content will be developed. Basic film technique and language are examined. View and discuss examples of historic and contemporary film at the American Film Institute and in class. TWA Course: FLM001 37.5 Hours

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

**Audio Documentary [NEW]**
Discover the art of storytelling using research and audio technology. Learn interviewing skills while documenting an event or issue. Explore sound recording using field production techniques. Prerequisite: PFA050 Sound Design, TVRA125 Audio Production Technology, or experience using sound recording equipment and editing software. TWA Course: ART074 75 Hours

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

**Germantown Campus**
CRN#: 34969 15 Sessions F 1/31-5/15 12-2:40 p.m.
No class 3/20

**Rockville Campus**
CRN#: 34970 15 Sessions M 1/27-5/11 3-5:40 p.m.
No class 3/16

CRN#: 34971 15 Sessions F 1/31-5/15 2-4:40 p.m.
No class 3/20

**Takoma Park/Silver Spring Campus**
CRN#: 34972 15 Sessions W 1/29-5/13 2-4:40 p.m.
No class 3/18

**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

**Rockville Campus**
CRN#: 34267 30 Sessions T,R 1/28-5/14 2-3:15 p.m.
No class 3/17, 3/19

**Community Arts is on Facebook!**
Keep up with events, new course offerings, registration information, and more.

www.facebook.com/communityartsatmontgomerycollege
Smartphone Video Production
Learn to use your smartphone's recording and editing features like a pro in this newly reworked class. In the fast-paced digital world, the smartphone is a powerful tool for producing, editing, and sharing videos. Discover how to tell your story effectively, frame and film interview subjects, capture quality audio and video, use editing apps, and share your story with the world. Open to all skill levels; no prior experience required. TWA
Course: ADS482 25 Hours $185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus CRN#: 34264 10 Sessions M 2/10-4/20 1-3:30 p.m. No class 3/16

Video Editing With iMovie
Discover video editing using simple programs available to everybody. If you’re not ready to take the leap to professional level software, this is the course for you! Learn the basics of non-linear video editing while exploring the art of video storytelling. Please bring your MyMC login to the first class. Prerequisite: experience using a Mac; can be fulfilled through ADS430 Free Mac OSX Crash Course or ADS319 Intro to Graphic Design Software. TWA
Course: ADS483 12.5 Hours $95 + $70 fee = $165; NMR add $120
Takoma Park/Silver Spring Campus CRN#: 34294 5 Sessions M 3/23-4/20 9:30 a.m.-12 p.m.

Music
American Popular Music
Explore American popular music from the turn of the 20th century to the present with an emphasis on rock music. TWA
Course: FLM006 37.5 Hours $396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus CRN#: 34976 14 Sessions M 2/3-5/11 6:30-9:10 p.m. No class 3/16, 3/18
Takoma Park/Silver Spring Campus CRN#: 34977 30 Sessions T,R 1/28-5/14 9-10:15 a.m. No class 3/17, 3/19

Class Piano I
Functional piano training for beginners. You will learn basic keyboard skills for development of the ability to improvise accompaniments, transpose, sight-read, and play by ear. Rehearse technical studies and repertoire of elementary piano pieces. TWA
Course: FLM022 50 Hours $264 + $90.80 fee = $354.80; NMR add $580.80
Takoma Park/Silver Spring Campus CRN#: 35000 30 Sessions T,R 1/28-5/14 1-2:45 p.m.
No class 3/17, 3/19

Class Voice
Learn correct breathing, tone production, and diction through which the you can develop specific vocal abilities. Discover the general principles of singing with a number of repertoire songs. TWA
Course: FLM040 50 Hours $264 + $90.80 fee = $354.80; NMR add $580.80
Takoma Park/Silver Spring Campus CRN#: 35065 15 Sessions T 1/28-5/15 4:30-7 p.m. No class 3/17

College Band—Wind Ensemble
Learn the preparation and performance of marching band, concert band, and symphonic band (wind ensemble) literature. Concerts are a regular part of the course. The ability to read music is required. TWA
Course: PFA028 37.5 Hours $132 + $69 fee = $201; NMR add $266.80
Rockville Campus CRN#: 35065 15 Sessions T 1/28-5/12 4:30-7 p.m.

History of Jazz
This course surveys jazz in the United States from the turn of the century to the present. Study several major African-American figures in depth. The art of listening to jazz music is emphasized; outside listening will be required. TWA
Course: FLM011 37.5 Hours $396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus CRN#: 34997 45 Sessions M,W,F 1/27/5-15 10-10:50 a.m. No class 3/16, 3/18

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

Introduction to Music Theory
Discover the basic elements of music! Learn terminology, notation, scales, intervals, triads, and traditional diatonic harmony. Apply these to reading, playing, and creating music. This course is intended for students with a limited musical background. TWA
Course: FLM011 37.5 Hours $396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus CRN#: 34990 30 Sessions M,W 1/27-5/13 9:30-10:45 a.m. No class 3/16, 3/18

Introduction to West African Drumming
Learn how to play traditional and contemporary drum rhythms of West Africa! In this class, you will play different drums such as dundunset, djembe, and kpanlogo. Sing and dance while learning the names of instruments and their functions in West African communities. TWA
Course: PFA019 12.5 Hours $95 + $70 fee = $165; NMR add $120
Takoma Park/Silver Spring Campus CRN#: 34607 10 Sessions M 2/10-4/20 8-9:15 p.m. No class 3/16

Listening to Music
Discover the rich variety of musical genres available today. Learn how to actively listen to music such as symphony, opera, ballet, chamber music, art song, and contemporary. TWA
Course: FLM013 37.5 Hours $396 + $136.20 fee = $532.20; NMR add $871.20
Germantown Campus CRN#: 34999 15 Sessions M 1/27-5/11 7-8:40 p.m. No class 3/16

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.

See page 95 for tex
**PERFORMING ARTS**

**Maryland Band Directors Band**
Study and perform classic band literature of grades IV and above. For professional musicians such as music teachers, military band personnel, and free-lance performers. Participation is open to outstanding non-teachers by audition. Six rehearsals and two concerts per semester. 1.5 CEUs per semester; 0.75 CEUs per section. CPD credits available for MCPS teachers who have the Advanced Placement Certificate. Contact Dr. Vincent Patterson 301-215-9299, or e-mail: maestrovincent@yahoo.com. TWA

**Course:** PFA053  **7.75 Hours**

$10 + $33 fee = $43; NMR add $30

**Rockville Campus**
CRN#: 34631  4 Sessions  W,R 2/19-3/4  7:30-9:30 p.m. (W-2/19-3/4)  7:30-9:15 p.m. (R-3/4 only)
Rockville Rehearsals: 7:30-9:30 p.m. Wednesday, February 19
Wednesday, February 26
Wednesday, March 4
CONCERT: Thursday, March 5 at The Pallara Performing Arts Center, Rockville, 7:30 p.m.
CRN#: 34628  4 Sessions  W,R 4/22-5/7  7:30-9:30 p.m. (W-4/22-5/6)  7:30-9:15 p.m. (R-5/7 only)
Rockville Rehearsals: 7:30-9:30 p.m.
Wednesday, April 22
Wednesday, April 29
Wednesday, May 6
CONCERT: Thursday, May 7 at The Cultural Arts Center, Silver Spring, 7:30 p.m.

**Music Production for the iPad**
All equipment provided, including iPads. Mobile devices have become a recognized alternative to more traditional music production tools, especially when it comes to developing your own musical concepts. This course will teach you how to create ideas, record, mix, and master music entirely on the iPad. Learn to set up a mobile studio and work with professional production apps Cubasis and iReal Pro. Learn mastering with the FinalTouch app. The skills you learn on the provided iPad can be applied to music production on your Android or iOS smartphone or tablet. TWA

**Course:** PFA029  **20 Hours**

$155 + $105 fee = $260; NMR add $140

**Takoma Park/Silver Spring Campus**
CRN#: 34625  8 Sessions  M 2/17-4/13  7-9:30 p.m.
No class 3/16

**World Music**
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

**Rockville Campus**
CRN#: 34974  15 Sessions  R 1/30-5/14  6:30-9:10 p.m.
No class 3/19

**Takoma Park/Silver Spring Campus**
No class 3/16, 3/18

**THEATER ARTS**

**Acting for Film & Television**
Learn to work in both the motion picture and television studio. Study acting techniques and apply them to the camera arts. Monologues and scenes will be videotaped and critiqued. TWA

**Course:** FLM008  **37.5 Hours**

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

**Rockville Campus**
CRN#: 34988  15 Sessions  W 1/29-5/13  10 a.m.-1:25 p.m.
No class 3/18

**Fundamentals of Acting**
Discover what it takes to be an actor! Even the greatest actors started with the fundamentals. Learn basic acting skills, including exercises in speech, movement, and imagination. TWA

**Course:** FLM009  **37.5 Hours**

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

**Rockville Campus**
CRN#: 34980  14 Sessions  M 2/3-5/11  6:30-9:25 p.m.
No class 3/16

**Takoma Park/Silver Spring Campus**
CRN#: 34986  30 Sessions  T 2/7-5/6  2-6 p.m.
No class 3/21

**Introduction to the Theatre**
Learn to engage with the theater arts on a deeper level. Investigate the work of the actors, directors, writers, and technicians who create the theatre arts. Learn to analyze script structures and form through historical and modern perspectives. TWA

**Course:** PFA017  **37.5 Hours**

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

**Rockville Campus**
CRN#: 35062  14 Sessions  W 2/5-5/13  6:30-9:15 p.m.
No class 3/18

**Takoma Park/Silver Spring Campus**
CRN#: 35063  30 Sessions  T,R 1/28-5/14  9:30-10:45 a.m.
No class 3/17, 3/19

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

**Course:** PFA032  **16 Hours**

$102 + $98 fee = $200; NMR add $140

**Rockville Campus**
CRN#: 34626  8 Sessions  M 2/10-4/6  11 a.m.-1 p.m.
No class 3/16

**Takoma Park/Silver Spring Campus**
CRN#: 34627  8 Sessions  T 2/25-4/21  10:30 a.m.-12:30 p.m.
No class 4/7

**Piano: Level 2 Group**
Continue your exploration of piano! Improve your fluency when reading music and your hand coordination and movement. Develop a repertoire of elementary piano pieces as a basis for further development and performance. Build your knowledge of music theory for piano, including sharps, flats, naturals, C and G pentascales and chords, major vs minor, and increasingly larger intervals (4ths, 5ths, 6ths). Prerequisite: PFA032 Intro Group Piano or rudimentary skills in reading treble and bass clefs and a basic understanding of keyboard orientation and geography. Textbook required: Adult Piano Adventures All-in-One Piano Course Book 1 by Nancy and Randall Faber. You must purchase textbook(s)/materials and bring them to the first class. TWA

**Course:** PFA072  **16 Hours**

$102 + $98 fee = $200; NMR add $140

**Rockville Campus**
CRN#: 34675  8 Sessions  W 2/12-4/8  11 a.m.-1 p.m.
No class 3/18

**Takoma Park/Silver Spring Campus**
CRN#: 34676  8 Sessions  R 2/27-4/23  10:30 a.m.-12:30 p.m.
No class 4/9

**World Ensemble**
Join a mixed ensemble of voices and instruments from around the world, including percussion, strings, bass, drums, piano, guitars, and flutes. Explore indigenous traditional and contemporary music from around the world, reflecting our college community that represents over 171 music from around the world, reflecting our college community that represents over 171 countries. The semester ends with a final performance November 28 at the Pallara Performing Arts Center, along with optional community performances during the semester. Open to all levels; no experience necessary. TWA

**Course:** PFA042  **37.5 Hours**

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

**Rockville Campus**
CRN#: 35066  15 Sessions  M 1/27-5/11  4-6:30 p.m.
No class 3/16

**Takoma Park/Silver Spring Campus**
CRN#: 35067  30 Sessions  T,R 1/28-5/14  1-2:15 p.m.
No class 3/17, 3/19

**Persian Vocal Music**
Expand your cultural and musical competency by learning to sing Persian traditional music! Explore the Seven Dastghahs—the scales used in Persian music—and the basics of Solfege, Persian traditional music theory. Sing famous Persian songs accompanied by instruments such as the setar, tar, and tomback. No prior musical training is required; this course is open to students of all experience levels. TWA

**Course:** PFA060  **20 Hours**

$155 + $105 fee = $260; NMR add $140

**Rockville Campus**
CRN#: 34638  10 Sessions  T 2/11-4/21  6:30-8:30 p.m.
No class 3/17

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

Discover the world of theater while participating in the production of a performance. Get involved in acting, dancing, choreography, costuming, lighting, scene construction and painting, and stage and stage management for College productions. Acting and/or dancing in a production is by audition only. Students must attend 30 lab hours per semester, in addition to one-to-one lecture each week. TWA

Available lab hours:
Mondays: 12-1:50 p.m.
Tuesdays: 12:30-12:20 p.m.
Wednesdays: 10:30 a.m.12:20 p.m.
Fridays: 10-11:50 a.m.
Course: FLM042 37.5 Hours
$132 + $69 fee = $201; NMR add $266.80
Rockville Campus
CRN#: 35007 15 Sessions M, W, Th, F
1/28-5/12 3:30-4:20 p.m.
No class 3/17

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: ADS456 12.5 Hours
$95 + $70 fee = $165; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 34214 5 Sessions W
3/25-4/22 7-9:30 p.m.

Stage Lighting for the Performing Arts

Explore the theory and application of electricity, lighting equipment, and lighting design in performance production. Learn lighting techniques and standards and the use of light in the production of theatre, dance, and television. Students will be required to work additional hours on lighting for productions. TWA

Course: PFA025 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 35064 30 Sessions M,W
1/27-5/13 4:5-15 p.m.
No class 3/16, 3/18

Stand-up Comedy: Introduction

Ever wanted to give stand-up comedy a try? Learn to use your life experiences to create an original 3-minute comedy routine. The course will cover comedy-writing basics and comedic style in a fun, interactive, and supportive atmosphere. Bring something to write on and record with (like a smartphone) to the first class. TWA

Course: PFA073 9 Hours
$70 + $50 fee = $120; NMR add $120
Rockville Campus
CRN#: 34677 3 Sessions W
2/12-2/26 6:30-9:30 p.m.
CRN#: 34678 3 Sessions W
3/4-3/18 6:30-9:30 p.m.

PERSONAL FINANCE ACADEMY

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 10 years. TWA

Course: PRF139 6 Hours
$36 + $69 fee = $105; NMR add $120
Rockville Campus
CRN#: 34747 3 Sessions M
3/2-3/16 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 when and how much you should be saving for specific goals. Topics include: banking, savings, credit loans/credit reports and insurance; protecting against financial scams and identify theft; setting financial goals; developing budgets; and creating a financial plan. Discuss how to track your money and expenses.

Course: PRF161 3 Hours
$20 + $20 fee = $40; NMR add $30
Rockville Campus
CRN#: 34772 1 Session S
4/25 10:30 a.m.-1:30 p.m.

Investing in the Thrift Savings Plan When Working and Retired

Are you a Federal Government employee or retired from federal service? Do you understand the ins and outs of the Thrift Savings Plan (TSP)? Learn about the differences in TSP investment funds, tax considerations, the Roth TSP option, short-term and long-term considerations, and withdrawal options. Discuss required minimum distributions and the Life Annuity option. This course is only relevant to TSP participants or Federal employees considering participation.

Course: PRF155 3 Hours
$20 + $20 fee = $40; NMR add $30
Rockville Campus
CRN#: 34749 2 Sessions W
3/25-4/1 6:30-8:30 p.m.

Maximizing Social Security Benefits

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

Course: PRF159 3 Hours
$20 + $20 fee = $40; NMR add $30
Rockville Campus
CRN#: 34760 1 Session T
3/24 6:30-9:30 p.m.

Westfield South
CRN#: 34765 1 Session T
4/21 6:30-9:30 p.m.

Money Matters for Millennials

See course on page 59.

Paths to a Fulfilling and Successful Retirement

See course on page 59.

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
Rockville Campus
CRN#: 34749 2 Sessions W
3/25-4/1 6:30-8:30 p.m.

Protecting Your Hard Earned Money

American retirees are often the target of fraud. Learning how to invest safely can mean a big difference in your retirement years. Explore investment risk and fees, the common red flags of investment fraud, and questions to ask before investing and choosing a financial professional. Discuss how to plan for diminished financial capacity well before it happens. This course is presented by a representative from the Securities and Exchange Commission.

Course: PRF162 2 Hours
$20 + $15 fee = $35; NMR add $30
Westfield South
CRN#: 34774 1 Sessions M
3/30 1:30-3:30 p.m.
### Retirement Distribution Strategies
See course on page 60.

### 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 care expenses.

Fee includes a course workbook and study aids. TWA

**Course: PRF119 6 Hours**

$25 + $57 fee = $82; NMR add $50

### Bethesda-Chevy Chase High School

| CRN#: 34703 | 2 Sessions | R |
| 27/3-5 | 6:30-9:30 p.m. |

| CRN#: 34705 | 2 Sessions | T |
| 3/3-3/10 | 6:30-9:30 p.m. |

### Gaithersburg Business Training Center

| CRN#: 34725 | 2 Sessions | R |
| 2/3-2/20 | 6:30-9:30 p.m. |

### Germantown Campus

| CRN#: 34738 | 2 Sessions | W |
| 3/4-3/11 | 6:30-9:30 p.m. |

| CRN#: 34737 | 2 Sessions | R |
| 3/5-3/12 | 6:30-9:30 p.m. |

### Rockville Campus

| CRN#: 34730 | 2 Sessions | W |
| 1/29-2/5 | 6:30-9:30 p.m. |

| CRN#: 34729 | 2 Sessions | T |
| 2/4-2/11 | 6:30-9:30 p.m. |

### Sherwood High School

| CRN#: 34736 | 2 Sessions | T |
| 1/21-1/28 | 6:30-9:30 p.m. |

| CRN#: 34735 | 2 Sessions | W |
| 1/22-1/29 | 6:30-9:30 p.m. |

### Takoma Park/Silver Spring Campus

| CRN#: 34741 | 2 Sessions | W |
| 2/12-2/19 | 6:30-9:30 p.m. |

| CRN#: 34739 | 2 Sessions | R |
| 2/13-2/20 | 6:30-9:30 p.m. |

### Tilden Middle School

| CRN#: 34731 | 2 Sessions | T |
| 3/24-3/31 | 6:30-9:30 p.m. |

| CRN#: 34733 | 2 Sessions | R |
| 3/26-4/2 | 6:30-9:30 p.m. |

### Westfield South

| CRN#: 34732 | 2 Sessions | T |
| 1/21-1/28 | 6:30-9:30 p.m. |

| CRN#: 34734 | 2 Sessions | S |
| 1/25-2/1 | 9:30 a.m.-12:30 p.m. |

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

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

**Course: PRF138 5 Hours**

$50 + $65 fee = $115; NMR add $120

### 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

### Money Matters for Millennials

Learn 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: LLI276 3 Hours**

$15 + $10 fee = $25; NMR add $30

### Employment Search Boot Camp

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

**Course: CRP107 15 Hours**

$25 fee only

### How Montgomery College Can Help You with Employment and Job Training

Looking for a job or re-training? This class will introduce you to the wide range of employment and training resources that exist at Montgomery College (credit or non-credit) for adults to further your employment goals. Explore the latest employment trends, learn where to find information on employment training and certification programs, and who to contact about employment training and financial resources.

**Course: LLI276 2 Hours**

$5 + $5 fee = $10; NMR add $30
PROJECT MANAGEMENT

CERTIFICATION COURSE TRACK

A Practical Approach to Project Management

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

Course: PMC035  36 Hours
$597 + $348 fee = $945; NMR add $400

Rockville Campus
CRN#: 34700  7 Sessions  T,R,S
2/1-2/15  6-9 p.m. (T,R)
8:30 a.m.-5 p.m. (S)
This is a hybrid class that meets online on weekdays and in-person on Saturdays.

CRN#: 34701  7 Sessions  T,R,S
2/29-3/14  6-9 p.m. (T,R)
8:30 a.m.-5 p.m. (S)
This is a hybrid class that meets online on weekdays and in-person on Saturdays.

CRN#: 34702  7 Sessions  T,R,S
3/28-4/11  6-9 p.m. (T,R)
8:30 a.m.-5 p.m. (S)
This is a hybrid class that meets online on weekdays and in-person on Saturdays.

Certified Associate in Project Management (CAPM)® Prep

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

Course: PMC002  24 Hours
$354 + $305 fee = $659; NMR add $300

Rockville Campus
CRN#: 34679  4 Sessions  W,S
3/21-4/1  6-10 p.m. (W)
8:30 a.m.-5 p.m. (S)

Project Management Fundamentals

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

Course: PMC019  15 Hours
$217 + $132 fee = $349; NMR add $160

Rockville Campus
CRN#: 34686  2 Sessions  S,U
2/22-2/23  8:30 a.m.-5 p.m.

Takoma Park/Silver Spring Campus
CRN#: 34690  2 Sessions  S,U
3/21-3/22  8:30 a.m.-5 p.m.
This course is also offered online under the course number PMC034

Online
Course: PMC034  15 Hours
CRN#: 34697  5 Sessions  1/23-1/29

Leadership Skills for Project Managers and Supervisors

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

Course: PMC033  9 Hours
$209 + $90 fee = $299; NMR add $140

Rockville Campus
CRN#: 34693  3 Sessions  T,R
3/3-3/10  6-9 p.m.

REAL ESTATE

Basic Appraisal Principles

This state-approved course is the first of three pre-licensing trainee courses designed for appraisal trainee licensure in Maryland. Topics include property transfer of rights, market value, market analysis, and ethics. Textbook required at first class is available at Campus Bookstore(s). All minutes of the course must be attended and course exam passed to receive class certification. TWA

Course: REC175  30 Hours
$179 + $109 fee = $288; NMR add $140

Germantown Campus
CRN#: 35096  4 Sessions  S,U
2/1-2/9  8 a.m.-4 p.m.
Basic Appraisal Procedures
This state-approved course is the second of three pre-licensing trainee courses designed for appraisal trainee licensure in Maryland. Topics include land site valuation, cost approach, market data and the appraisal process. Prerequisite: Basic Appraisal Principles. Textbook required at first class is available at t at Campus Bookstore(s). All minutes of the course must be attended and course exam must be passed to receive class certification. TWA

Course: REC176 30 Hours
2/22 9 a.m.-12 p.m.
CRN#: 35097 1 Session S
$179 + $109 fee = $288; NMR add $140

Gertrumant Campus
CRN#: 35097 4 Sessions S,U
2/22-3/1 8 a.m.-4 p.m.

Real Estate: Appraisal Standards and Ethics
This state-approved course is the final pre-licensing trainee course designed to meet the requirements for real estate appraisal trainee licensure as required and approved by the Maryland Commission of Real Estate Appraisers, Appraisal Management and Home Inspectors. Topics include state licensing and certification requirements, examination contents, federal and state laws and agencies, appraisal organizations, and uniform standards of professional appraisal practice. Textbooks: Uniform Standards of Professional Appraisal Practices (USPAP) and 15-hour Student Manual for USPAP are required at first class and available ONLY at the Appraisal Foundation, 800-348-2831. All minutes of the course must be attended and course exam must be passed to receive class certification. Prerequisites: Basic Appraisal Principles and Real Estate: Basic Appraisal Procedures. TWA

Course: REC069 15 Hours
2/20 12:30-3:30 p.m.
CRN#: 35094 1 Session W
$119 + $99 fee = $218; NMR add $140

Gertrumant Campus
CRN#: 35092 2 Sessions S,U
3/28-3/29 8 a.m.-4 p.m.

Buying / Selling Foreclosure Properties
Gain a better understanding of the foreclosure process, property condition, and property risks associated with buying at a foreclosure sale. Students who take this class may also be interested in Evaluating/Financing the Fixer-Upper and Understanding and Using Short Sales. Approved: 3 hours. TWA

Course: REC034 3 Hours
2/22 12:30-3:30 p.m.
CRN#: 34751 1 Session F
$25 + $25 fee = $50; NMR add $50

Rockville Campus
CRN#: 34751 1 Session F
2/21 12:30-3:30 p.m.

Contracts and Offer to Purchase
Students will be re-introduced to the basic elements of a Real Estate sales contract, as well as how to help their client satisfy disclosure obligations, protect their interests with contingencies they desire, and how a contract is terminated. Approved: 3 hours. TWA

Course: REC195 3 Hours
2/22 8 a.m.-4 p.m.
CRN#: 35095 1 Session S
$25 + $25 fee = $50; NMR add $50

Rockville Campus
CRN#: 35102 1 Session S
2/22 12:30-3:30 p.m.

Ethics: Predatory Lending / Flipping
This course covers the Maryland Real Estate Commission's Code of Ethics, including the practice of flipping and predatory lending, and how it could affect the real estate licensee's business relations with the commission, the public, and other agents. Approved: 3 hours. TWA

Course: REC012 3 Hours
2/20 9 a.m.-12 p.m.
CRN#: 34746 1 Session R
$25 + $25 fee = $50; NMR add $50

Rockville Campus
CRN#: 35102 1 Session S
2/22 12:30-3:30 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? This course will cover these topics and more. Approved: 3 hours. TWA

Course: REC035 3 Hours
2/22 9 a.m.-12 p.m.
CRN#: 35093 1 Session S
$25 + $25 fee = $50; NMR add $50

Rockville Campus
CRN#: 35093 1 Session S
2/22 9 a.m.-12 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
2/19 4:30 p.m.
CRN#: 35095 1 Session W

Rockville Campus
CRN#: 35095 1 Session W
2/19 4:30 p.m.

MREC Agency-Residential
This comprehensive study of Agency Law and the disclosures of said law, will delve into the particulars and its effects in the real estate business. Required by all licensees. Approved: 3 hours. TWA

Course: REC191 3 Hours
2/20 9 a.m.-12 p.m.
CRN#: 35096 1 Session F
$20 + $20 fee = $40; NMR add $30

Rockville Campus
CRN#: 35101 1 Session F
2/21 9 a.m.-12 p.m.

MREC Required Supervision
If you are a Broker, Branch Office Manager, or Team Leader, Maryland legislation mandated in 2010, requires that a Supervision course for all licensees, starting with renewals beginning on or after January 1, 2012, be taken. Explore the many duties and responsibilities of this required Supervision course. Approved: 3 hours. TWA

Course: REC192 3 Hours
2/19 9 a.m.-12 p.m.
CRN#: 35094 1 Session W

Rockville Campus
CRN#: 35094 1 Session W
2/19 12:30-3:30 p.m.

Real Estate Legislative Update
This course will cover legislative issues of particular interest that have been introduced and passed during the past three years. It complies with the Maryland Real Estate Commission requirement for three hours of legislative update. Approved: 3 hours. TWA

Course: REC149 3 Hours
2/19 12:30-3:30 p.m.
CRN#: 35094 1 Session W

Rockville Campus
CRN#: 35094 1 Session W
2/19 12:30-3:30 p.m.

Real Estate: PSI Exam Review
This course is for students that have already taken and passed REB10. If you'd like to brush up on course material BEFORE taking the Maryland PSI exam, then this class is for you! Register for this 6 hour class, it will ally fears, answer your questions, and prepare you to successfully pass the PSI exam. Please bring textbooks, used in REB10, to class.

Course: REC291 6 Hours
2/19 12:30-3:30 p.m.
CRN#: 35103 1 Session S
$15 + $25 fee = $40; NMR add $30

Westfield South
CRN#: 35107 1 Session S
3/21 8:30 a.m.-3:30 p.m.
Rental, Renters, and Landlords
A comprehensive overview of how to deal with rentals and renters. Learn how to qualify them and what procedures have to be followed by the law. Approved: 3 hours. TWA
Course: REC189  3 Hours $25 + $25 fee = $50; NMR add $50

Rockville Campus
CRN#: 35099  1 Session  R 2/20  12:30-3:30 p.m.

Understanding and Using Short Sales
What exactly is a “short sale” and how/when should it be used? What is the homeowner’s financial responsibility, if any, and what is the effect of a short sale on the homeowner’s credit? Do you know what the debtor and lender rights are when loan default occurs? These questions, as well as how to prepare and process a short sale offer, will be covered. Approved: 3 hours. TWA
Course: REC182  3 Hours $25 + $25 fee = $50; NMR add $50

Rockville Campus
CRN#: 35098  1 Session  R 2/20  4-7 p.m.

NATIONAL APARTMENT LEASING

Basic Real Estate Principles and Practices for Salespersons
This intensive course meets the 60 hours of prelicensing education prior to taking the Maryland State License exam for Real Estate Salespersons. All topics relevant to the industry and exams will be covered in detail. A course exam is administered on the last day of class; students must pass each exam by a minimum of 70%. All 60 hours must be attended and students are allotted two exam retakes (at a cost) should the exams not be passed on the first try. TEXTBOOKS REQUIRED ON THE FIRST DAY OF CLASS: Modern Real Estate Practice 20th edition, Maryland Real Estate Practice and Law 15th edition, and Study Guide. Guide to Passing the PSI Real Estate Exam is not required but suggested and can be purchased after both exams have been passed; all are available at Campus Bookstores. TWA
Course: REB010  60 Hours $230 + $149 fee = $379; NMR add $160

Germantown Campus
CRN#: 34742  10 Sessions  S,U 1/11-2/23  9 a.m.-4 p.m.
No class 1/25, 1/26, 1/27, 2/15, 2/16

Takoma Park/Silver Spring Campus
CRN#: 34740  20 Sessions  T.R 1/7-4/2  6:30-9:30 p.m.
No class 1/28, 1/30, 2/25, 2/27, 3/24, 3/26

Westfield South
CRN#: 34743  15 Sessions  M,W 1/6-3/9  5:30-9:30 p.m.
No class 1/20, 1/22, 2/17, 2/19

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. The 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

Gaithersburg Business Training Center
CRN#: 34777  1 Session  1/13-4/30

Licensure

National Apartment Leasing Professional Certification-Industry Professionals
Obtain your NALP designation! Our NAA (National Apartment Association) approved course is for working or experienced apartment leasing industry professionals seeking to earn the National Apartment Leasing Professional (NALP) designation. The NALP designation will add credibility to your start or advancement in the career of an apartment leasing agent. This course will advance your property management skills to succeed in leasing, communications and market research. You will be prepared for, and participate in, the proctored examination at the end of the course. Upon passing the exam, you will earn the NALP designation and be certified as an NALP professional; contingent certification is granted to those who have not yet reached six months of Leasing Professional experience. Requirements: High School diploma or GED, computer proficiency and industry awareness. TWA
Course: AMI004  20 Hours $250 + $145 fee = $395; NMR add $160

Gaithersburg Business Training Center
CRN#: 34326  6 Sessions  M,W,F 2/17-2/28  6-9 p.m.

The National Apartment Leasing Professional (NALP) designation will add credibility to your start and/or advancement in the leasing industry.
Your accelerated course will provide the necessary property management skills to succeed.

E-mail: SBEL@montgomerycollege.edu to join our mailing list and learn about the upcoming information session.
**TEST PREPARATION**

**ACT PREPARATION**

**ACT Prep**
This course is designed for anyone preparing to take the ACT. It is intended to strengthen test-taking skills in order to increase scores. Focus is on familiarization with ACT-type questions, developing test-taking strategies, managing test panic, increasing confidence and speed. A review of test content includes algebra, geometry, trigonometry, science, reading comprehension, grammar, and essay writing. Daily practice with ACT test sections. Textbook required at first class: The Official ACT Prep Guide, 2019-2020 Edition. TWA

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

**Rockville Campus**
CRN#: 34775 8 Sessions S, U 1/4-1/26 9 a.m.-1 p.m. For 2/8 exam
CRN#: 34776 8 Sessions S, U 2/22-3/22 9 a.m.-1 p.m. For 4/4 exam
No class 3/14, 3/15

**GRE PREPARATION**

**GRE Preparation**
This course is designed as an overview and review for people preparing to take the Graduate Record Exam (GRE). Instruction will be given in how to answer each type of question and will include one or more practice diagnostic tests. You will have an opportunity to ask questions on specific problems. Textbook required at first class: The Official Guide to the GRE, 3rd edition. TWA

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

**Rockville Campus**
CRN#: 34799 10 Sessions T, W 3/3-4/8 6:15-9:15 p.m.
No class 3/17, 3/18

**GRE/GMAT Test Preparation Math Fundamentals**
This math preparatory course is designed to augment a basic GRE or GMAT Test Preparation course. Topics include a review of arithmetic, algebra, and geometry skills so that participants will be able to participate in a GRE or GMAT Preparation courses with a sufficient knowledge base in math. Textbook required and available for purchase at the Rockville Campus Bookstore. TWA

Course: TPR029 9 Hours $128 + $59 fee = $185; NMR add $120

**Rockville Campus**
CRN#: 34801 3 Sessions U 2/9-2/23 9 a.m.-12 p.m.

**Placement Test Preparation**

**Placement Test Preparation—Math**
Prepare for the math section of the ALEKS placement test. You will complete a diagnostic on campus and then follow a prescribed set of online lessons offered through My Foundations Lab. Topics include integers and fractions, decimals, percents, estimation, and word problems. TWA

Course: TPR047 4 Hours $45 + $50 fee = $95; NMR add $50

**Germantown Campus**
CRN#: 34844 1 Session 3/7 10 a.m.-2 p.m.

**Rockville Campus**
CRN#: 34840 1 Session 4/1 10 a.m.-2 p.m.
CRN#: 34842 1 Session 1/18 10 a.m.-2 p.m.
CRN#: 34843 1 Session 2/1 10 a.m.-2 p.m.
CRN#: 34846 1 Session 4/21 3-7 p.m.

**Takoma Park/Silver Spring Campus**
CRN#: 34841 1 Session W 1/8 4-8 p.m.
CRN#: 34845 1 Session 4/4 10 a.m.-2 p.m.

**Placement Test Preparation—Reading**
Prepare for the reading section of the Accuplacer placement test. You will complete a diagnostic on campus and then follow a prescribed set of lessons offered through My Foundations Lab. Skills to be addressed include main idea, supporting details, inference, author’s purpose, and tone. TWA

Course: TPR045 4 Hours $45 + $50 fee = $95; NMR add $50

**Germantown Campus**
CRN#: 34823 1 Session 3/7 10 a.m.-2 p.m.

**Rockville Campus**
CRN#: 34817 1 Session 1/4 10 a.m.-2 p.m.
CRN#: 34821 1 Session 1/18 10 a.m.-2 p.m.
CRN#: 34822 1 Session 2/1 10 a.m.-2 p.m.
CRN#: 34825 1 Session 4/21 3-7 p.m.

**Takoma Park/Silver Spring Campus**
CRN#: 34819 1 Session W 1/8 4-8 p.m.
CRN#: 34824 1 Session 4/4 10 a.m.-2 p.m.

**Placement Test Preparation—Writing**
Prepare for the writing section of the Accuplacer placement test. You will complete a diagnostic on campus and then follow a prescribed set of lessons offered through My Foundations Lab. Skills to be addressed include sentence structure, parts of speech, subject-verb agreement and modifiers. TWA

Course: TPR046 4 Hours $45 + $50 fee = $95; NMR add $50

**Germantown Campus**
CRN#: 34836 1 Session S 3/7 10 a.m.-2 p.m.

**Rockville Campus**
CRN#: 34830 1 Session S 1/4 10 a.m.-2 p.m.
CRN#: 34833 1 Session S 1/18 10 a.m.-2 p.m.
CRN#: 34835 1 Session S 2/1 10 a.m.-2 p.m.
CRN#: 34838 1 Session T 4/21 3-7 p.m.

**Takoma Park/Silver Spring Campus**
CRN#: 34832 1 Session W 1/8 4-8 p.m.
CRN#: 34837 1 Session S 4/4 10 a.m.-2 p.m.

**PRAXIS PREPARATION**

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

Course: TPR042 16 Hours $158 + $80 fee = $238; NMR add $140

**Rockville Campus**
CRN#: 34807 4 Sessions U 1/5-1/26 9 a.m.-1 p.m.
CRN#: 34811 8 Sessions T, R 3/3-4/2 6:30-8:30 p.m.
No class 3/17, 3/19

**Praxis Core Preparation**
A passing score on the Praxis Core Preparation 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. Textbook is required and available at the Rockville Campus Bookstore for purchase. TWA

Course: TPR034 16 Hours $144 + $65 fee = $209; NMR add $140

**Rockville Campus**
CRN#: 34803 4 Sessions S 2/1-2/22 2-6 p.m.
CRN#: 34805 8 Sessions M, W 4/6-4/29 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 your confidence and speed, and get a review of test content. Textbook required at first class and is available for purchase at campus bookstores. TWA

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

Bethesda Chevy-Chase High School
CRN#: 34752 10 Sessions T,W
2/4-3/4 5:815 p.m. For 3/14 exam

Germantown Campus
CRN#: 34756 8 Sessions S,U
2/1-3/1 9 a.m.-1 p.m. For 3/14 exam
No class 2/15, 2/16

CRN#: 34759 8 Sessions S,U
3/21-4/19 9 a.m.-1 p.m. For 3/14 exam
No class 4/11, 4/12

CRN#: 34768 8 Sessions S,U
4/25-5/17 9 a.m.-1 p.m. For 3/14 exam

Magruder High School
CRN#: 34754 10 Sessions W,R
2/5-3/5 5:815 p.m. For 3/14 exam

Northwest High School
CRN#: 34753 10 Sessions T,R
2/4-3/5 5:815 p.m. For 3/14 exam

Rockville Campus
CRN#: 34755 8 Sessions S,U
2/1-3/1 9 a.m.-1 p.m. For 3/14 exam
No class 2/15, 2/16

CRN#: 34758 10 Sessions M,W
2/3-3/4 5:815 p.m. For 3/14 exam

CRN#: 34773 12 Sessions T,W,R
3/17-4/9 5:7-45 p.m. For 3/14 exam

CRN#: 34762 8 Sessions S,U
3/21-4/19 9 a.m.-1 p.m. For 3/14 exam
No class 4/11, 4/12

CRN#: 34764 10 Sessions T,R
4/21-5/21 5:815 p.m. For 3/14 exam

CRN#: 34766 8 Sessions S,U
4/25-5/17 9 a.m.-1 p.m. For 3/14 exam

Takoma Park/Silver Spring Campus
CRN#: 34757 8 Sessions S,U
2/1-3/1 9 a.m.-1 p.m. For 3/14 exam
No class 2/15, 2/16

CRN#: 34763 8 Sessions S,U
3/21-4/19 9 a.m.-1 p.m. For 3/14 exam
No class 4/11, 4/12

CRN#: 34771 8 Sessions S,U
4/25-5/17 9 a.m.-1 p.m. For 6/6 exam

---

Fast Track

Pre-algebra/Algebra Fast Track

This 30 hour course is for students who need a review of pre-algebra and algebra topics in order to improve math placement. Topics include fractions, decimals, percents, signed numbers equations and inequalities, exponents, scientific notation, graphing, polynomials. Application of this concepts in context will also be examined. TWA

Course: WPS081 30 Hours
	$100 + $67 fee = $167; NMR add $120

Germantown Campus
CRN#: 34946 16 Sessions M,T,W,R,F
3/23-4/10 6:30-8:30 p.m.

Rockville Campus
CRN#: 50208 15 Sessions M,T,W,R,F
1/2-1/23 9-11 a.m.

CRN#: 50209 15 Sessions M,T,W,R,F
1/2-1/23 6:30-8:30 p.m.

CRN#: 34941 15 Sessions M,T,W,R,F
2/3-2/21 6:30-8:30 p.m.

CRN#: 34942 10 Sessions S
2/8-4/18 9 a.m.-12 p.m.
No class 3/21

CRN#: 34943 20 Sessions M,T,W,R,F
3/23-4/17 1-2:30 p.m.

Takoma Park/Silver Spring Campus
CRN#: 34944 10 Sessions S
2/22-5/2 9 a.m.-12 p.m.
No class 3/21

CRN#: 34945 15 Sessions M,T,W,R,F
4/6-4/24 6:30-8:30 p.m.

---

CLEP: An Inexpensive Way to Translate Knowledge into College Credit

Montgomery College’s Gaithersburg Business Training Center is a national testing site for CLEP, the College Level Examination Program. CLEP is a way to receive credit for what you already know by earning qualifying scores on any of the 33 exams that are offered.

CLEP Exam Test Dates:

Friday 1/3 CRN#: 34848
Friday 1/10 CRN#: 34849
Thursday 1/16 CRN#: 34850
Friday 2/14 CRN#: 34851
Friday 2/28 CRN#: 34852
Friday 3/13 CRN#: 34853
Friday 4/3 CRN#: 34854
Thursday 4/16 CRN#: 34855

For more information on CLEP including test subjects, registration forms, and costs, please visit www.montgomerycollege.edu/clep or call 240-567-1862.

---

Advanced Fast Track Algebra

This course is designed for students needing a review of topics from elementary algebra and intermediate algebra; signed numbers, integer exponents, simple linear equations, polynomials, factoring, algebraic fractions, graphing, rational expressions, quadratic equations and word problems; and logarithmic functions. This course offers an intensive review. If successful, students could place directly into a college level math course. To take this course, students must have scored 22 or better on the ALEKS assessment test or 245 or better on the NGAQ assessment test. TWA

Course: WPS002 20 Hours
	$75 + $50 fee = $125; NMR add $120

Rockville Campus
CRN#: 34939 10 Sessions M,T,W,R,F
3/23-4/3 6:30-8:30 p.m.

---

So You Want to Fly an Airplane?

Get an exciting introductory experience with your feet on the ground. Whether looking for a hobby or looking for a job, find out what it takes to become a Federal Aviation Administration (FAA) certified Private Pilot. The morning three hours of classroom includes topics such as requirements for license, history of aviation, basic principles of flight, maintenance guidelines, air traffic control communications, choosing a flight school, supplies needed, cost estimation, and much more. After the classroom portion, students will transport themselves to Davis Airport at 7200 Hawkins Creamery Road, Gaithersburg for a two-hour tour of planes, the cockpit, the airport, the runway, review of preflight checklists and much more! If weather permits, there will be an aircraft flyby. Come join us for the exciting educational opportunity. TWA

Course: SFT006 5 Hours
	$25 + $24 fee = $49; NMR add $30

Rockville Campus
April 2020
For more information please call at 240-567-2589
COMMERCIAL DRIVER

CDL Learner Permit Prep
The Maryland MVA Commercial Driver License Learner Permit Exam is a requirement before you can practice on commercial driving equipment in preparation for a CDL license. This course provides an introduction to Commercial Drivers Licensing with Maryland state licensing requirements for Class A and B, industry outlook, and practice tests. You will receive instruction on the T, P, X, and S endorsements. TWA
Course: CDL116  9 Hours  $50 + $55 fee = $105; NMR add $120
Rockville Campus
CRN#: 34330  3 Sessions  W,F,S  6-9 p.m. (W,F)  9 a.m.-12 p.m. (S)
CRN#: 34331  3 Sessions  W,F,S  6-9 p.m. (W,F)  9 a.m.-12 p.m. (S)

CDL B P & S ▲
Get prepared and licensed for a career in transportation! You can become a school bus driver, motor coach operator, dump truck operator and delivery services professional, all with a Class B Commercial Driver's License! This course is designed to teach the skills necessary to pass the Maryland MVA CDL B w/P&S Exam. One transport to Gaithersburg MVA and one MVA exam is included in price pending safety pass authorization from instructor. Students must have DOT, LP (CDL B w/P&S), DOT drug & alcohol referral. All materials included. Program approval required for registration. Call for requirements and to schedule 240-567-1895. TWA
Course: SFT014  3 Hours  $185 + $70 fee = $255; NMR add $140
Flexible schedule

CDL-DIL Refresher Course ▼
This course is designed to provide additional practice and reinforcement of skills as needed. It is also to be used for Gaithersburg MVA transport for testing.
Course: SFT014  3 Hours  $185 + $70 fee = $255; NMR add $140
Flexible schedule

DRIVER SAFETY

6-Hour Behind the Wheel
This MVA 6-hour Behind the Wheel course is designed for students who have completed the classroom portion of Driver Education at another school. You MUST provide the completion form from the other school in order to register for this course. To register, please contact us at alejandra.isia-herrera@montgomerycollege.edu.
SFT007
$192 + $48 fee = $240; NMR add $140
Flexible schedule

Driver Improvement Lessons (DIL)
Prepare for your MVA road test, practice parallel parking, work on not driving distracted, or any other skill you need help with. Learner Permit required. All lessons are scheduled in two hour sessions using Montgomery College vehicles. Registration approval required. contact us at alejandra.isia-herrera@montgomerycollege.edu.
2-Hour DILCourse: SFT034
$75 + $25 fee = $100; NMR add $120
4-Hour DILCourse: SFT035
$157 + $43 fee = $200; NMR add $140
6-Hour DILCourse: SFT036
$239 + $61 fee = $300; NMR add $160
10-Hour DILCourse: SFT040
$325 + $100 fee = $425; NMR add $225
20-Hour DILCourse: SFT042
$700 + $125 fee = $825; NMR add $400

Driver Education
Montgomery College's Driving School is Maryland MVA licensed and certified. Our instructors are professional educators with over 20 years of experience teaching. We also offer additional support instructors who 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. This course provides the exact same MVA curriculum as SFT-043 Driver Education, but with built-in supports. Rookie drivers MUST be accompanied by mentor (parent, guardian, etc.) at the first class/orientation and MUST bring a learner's permit to the first class/orientation. Montgomery College educates mentors on how to manage the learning-to-drive experience through our mentor/parental involvement expectations, our 12 driver readiness indicators with self-assessments, and a collaborative approach between mentor and instructor(s). For additional information, visit us on the web at http://cms.montgomerycollege.edu/wdce/bits/driveredspecialneeds.html. Behind the Wheel (BTW) 6 hours to be scheduled in class. If you need an accommodation based on a disability please contact Natalie Martinez, Disability Support Services Counselor at 240-567-4118. TWA
Course: SFT079  36 Hours  $244 + $160 fee = $404; NMR add $225

MCPS Driver Education
This course is conveniently held at a Montgomery County Public School. Please see the description for Driver Education (SFT043) for details.
Course: SFT078  36 Hours  $244 + $160 fee = $404; NMR add $225

ROUNDER 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.

Montgomery College is the recipient of a MD Department of Labor Licensing grant. This grant provides reduced tuition for specific career pathways including Commercial Driver Licensing (CDL) for both Class A and Class B licenses. Call today to learn more! 240-567-2589.
Learner's Permit Tutoring
Preparing for and passing the Maryland Learner's Permit test can be challenging for many students. This two-hour or six-hour one-on-one tutoring session is designed to give undistracted help to students who request additional assistance. This session will be held at a Montgomery College Campus. Free. This service is not required. This session can also be taught at schools for student groups. TWA
Course: SFT068 2 Hours CRN#: 34810 3 Sessions T,W,R 7:45 a.m.-1 p.m. (W,R)
3/10-3/12 8:45 a.m.-3 p.m. (T) 7:45 a.m.-1 p.m. (W,R)
3/12-3/15 3-9:15 p.m. (R) 7:45 a.m.-1 p.m. (S,U)
3/14-3/17 3-9:15 p.m. (R) 7:45 a.m.-1 p.m. (S,U)

Basic RiderCourse 2-Skill Practice
This Basic RiderCourse 2 – Skill Practice is a half-day on-cycle program consisting of riding exercise only and there is no testing. It is for riders who currently possess a motorcycle license and own a motorcycle. There is no formal classroom instruction. Riders use their personal motorcycle in this class. It is a perfect way for you to practice and refresh your riding skills. Before class you must present a valid motorcycle license and proof of insurance. Required: After registering, students will be required to present a valid motorcycle license and proof of insurance to a member of the program before being eligible for scheduling. TWA
Course: SFT089 5 Hours CRN#: 34834 1 Session U 4/26 8 a.m.-2 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 BRC2-LW.
Course: SFT046 2 Hours CRN#: 34808 1 Session U 3/29 1-3 p.m.
CRN#: 34809 1 Session U 4/19 1-3 p.m.

Motorcycle Maintenance 101
This course is designed for someone who needs training on how to maintain and repair their own personal motorcycle. Focus will be on the fundamentals of performing basic motorcycle maintenance and inspections. You will learn how to make it function, the more confident you will be as a motorcycle rider. Classes are taught by highly qualified instructors with many years of motorcycle maintenance and repair experience.
For more information call 240-567-3825
**WORKFORCE TECHNOLOGIES**

### Introduction to Machining

Introduction to basic machine shop practices, including a review of the history of machine tools, safety, measurements and precision measuring tools, lay-out, blueprint reading, bench and hand tools, power saws, drill presses, lathes, and milling machines. Note: Students must furnish their own eye and ear protection devices. TWA

**Course: TTG201** 45 Hours
- CRN#: 34957
- 12 Sessions
- Rockville Campus
- 2/1-5/9 8 a.m.-12:15 p.m.
- NMR add $250

### Machining Intermediate

This intermediate course will continue to improve your understanding of lathe operations including various thread cutting procedures, as well as intermediate mill setup and operation. Gain knowledge of how to calculate proper feeds and speeds for various materials and cuts for thread cutting, milling, and boring operations. Learn to interpret machining blueprints and plan the proper choice of tools and sequence of cuts to produce the part. Learn how to interpret basic geometric dimensioning and tolerance symbols and dimensioning systems according to ANSI Y14.5 standards. Prerequisite: Successful completion of Introduction to Machining or permission of the instructor. Note: Students must furnish their own eye and ear protection devices. TWA

**Course: TTG511** 46 Hours
- CRN#: 34928
- 12 Sessions
- Rockville Campus
- 2/6-4/30 6-10 p.m.
- No class 3/18

### Welding Fundamentals

This course introduces you to the basic processes used in the welding field and emphasizes welding safety. Learn the various types of welding equipment, identification and selection of filler materials, types of welds, and the different welding positions. You must purchase textbook(s)/materials and bring them to the first class. TWA

**Course: TTG571** 56 Hours
- CRN#: 34957
- 14 Sessions
- Rockville Campus
- 2/1/5-9 8 a.m.-12:15 p.m.
- No class 3/21

### Welding I: Introduction to Welding

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
- CRN#: 34965
- 24 Sessions
- Rockville Campus
- 3/4-5/28 5:30-9:15 p.m.
- No class 3/18, 3/19

### Welding II—Advanced: SMAW

Prepare to weld in the flat and horizontal positions in accordance with the American Welding Society D1.1 Structural Steel code. Learn basic blueprint and welding symbols, basic metallurgy, and plasma arc cutting techniques. Prerequisite: Welding Fundamentals. You must purchase textbook(s)/materials and bring them to the first class. TWA

**Course: TTG572** 46 Hours
- CRN#: 34958
- 12 Sessions
- Rockville Campus
- 2/3-4/27 5:30-9:15 p.m.
- No class 3/21

### 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 learn identification and selection of GTAW filler materials. Prerequisite: Welding II—Advanced: SMAW. You must purchase textbook(s)/materials and bring them to the first class. TWA

**Course: TTG573** 46 Hours
- CRN#: 34960
- 12 Sessions
- Rockville Campus
- 2/2-4/27 5:30-9:35 p.m.
- No class 3/16

### 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
- CRN#: 34964
- 8 Sessions
- Rockville Campus
- 2/5-2/27 5:30-9:15 p.m.

### Maker Space / Fab Lab Applications

Have you ever seen a handmade camera assembly and wondered how it was made? Now, this is a very complex object to create however, 3D printing has made it easy for almost anyone to make their own camera assembly. In this class, you will learn how to create designs or 3D models for just about anything under the sun. Topics in this class will include machine setup, and operation, and safety procedures. Prerequisite: Successful completion of the Maker Space / Fab Lab Introduction course TWA

**Course: TTG563** 5 Hours
- CRN#: 34935
- 2 Sessions
- Rockville Campus
- 2/1-2/8 10 a.m.-12:30 p.m.
- CRN#: 34936
- 2 Sessions
- 4/4-4/11 10 a.m.-12:30 p.m.
Maker Space / Fab Lab CNC Router Applications

Have you ever seen a spectacular woodworking design and pondered upon how it came to exist? Look no further - in this class, you will learn how to make precise repeatable cuts on flat or low elevation wood or plastic projects. Topics in this class will include machine setup, and operation, and safety procedures. Prerequisite: successful completion of the Maker Space / Fab Lab Introduction course. TWA

Course: TTG562 6 Hours
CRN#: 34933 2 Sessions S
1/18-1/25 10 a.m.-1:15 p.m.
CRN#: 34934 2 Sessions S
3/14-3/28 10 a.m.-1:15 p.m.
No class 3/21

Maker Space / Fab Lab Laser Cutter Applications

Are you interested in creating superior metal work, photo etching, metal laser cutting? Well, this course is designed for you because in this class, you will learn how to etch metals, plastics and other materials. Topics in this class will include machine setup, and operation, and safety procedures. Prerequisite: successful completion of the Maker Space / Fab Lab Introduction course. TWA

Course: TTG564 5 Hours
$45 + $40 fee = $85; NMR add $50
Rockville Campus
CRN#: 34937 2 Sessions S
2/15-2/22 10 a.m.-12:30 p.m.
CRN#: 34938 2 Sessions S
2/18-2/25 10 a.m.-12:30 p.m.

ASL II  
In this study of American Sign Language, you will broaden your use of ASL hand-shapes and basic grammatical structures. Topics include ASL conversational context for occupations, activities, location and stages of life. Confirmation of proper placement is encouraged prior to registration. TWA

Course: LAN240 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 35048 28 Sessions M,W
2/3-5/13 10:30-11:55 a.m.
No class 3/16, 3/18
CRN#: 35049 28 Sessions T,R
2/4-5/14 6-7:25 p.m.
No class 3/17, 3/19

Visual Gestural Communication  
You will be introduced to the comprehension and expression of visual-gestural aspects of communication in relation to ASL. You will receive instruction in forms and hand shapes involved in mime and gesticulation. Emphasis will be placed on activities that create visual, motor, and cognitive readiness for signed languages. TWA

Course: LAN216 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 35076 30 Sessions T,R
1/28-5/14 5:30-6:45 p.m.
No class 3/17, 3/19

Textbooks for World Language Classes

Most world language classes with a course code beginning with ‘LAN’ require textbooks. Many texts are used for more than one year of study. Text costs are in addition to course fees. Textbook titles can be found at http://www.montgomerycollege.edu/wdce/ce/languagetextbooks.html. You may purchase your book through the Rockville Campus Bookstore. Go to www.montgomerycollege.edu/bookstores for more details about purchasing, buybacks, returns, contact information, etc.

World Language Students: Not sure of your level?
Ask yourself: If I am in a situation where I must speak the language, how well am I able to understand and be understood? Then read through the course descriptions and register for the level that seems most appropriate. When you go to the first class you may confer with the instructor and then transfer to a more appropriate level if necessary. If you need more assistance, contact Camille Cauley at camille.cauley@montgomerycollege.edu or 240-567-5515.

Inclement Weather

Inclement weather conditions: go to www.montgomerycollege.edu. 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 canceled, there are no classes.

Students attending classes at local hospitals, will have class unless notified by their instructor.

American Sign Language

ASL I  
This course will provide you with a survey of conversational ASL hand-shapes and basic grammatical structures. Basic cultural information that influences forms and communication in ASL will also be presented and studied. TWA

Course: LAN223 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 34994 30 Sessions M,W
1/27-5/13 12-1:15 p.m.
No class 3/16, 3/18
CRN#: 34995 30 Sessions T,R
1/28-5/14 1-2:15 p.m.
No class 3/17, 3/19
CRN#: 34991 30 Sessions T,R
1/28-5/14 10-11:15 a.m.
No class 3/17, 3/19
CRN#: 34984 28 Sessions M,W
2/3-5/13 9-10:25 a.m.
No class 3/16, 3/18
CRN#: 35041 28 Sessions T,R
2/4-5/14 7:30-8:55 p.m.
No class 3/17, 3/19
CRN#: 35039 28 Sessions T,R
2/4-5/14 2:30-3:55 p.m.
No class 3/17, 3/19
CRN#: 35040 14 Sessions W
2/5-5/13 5:30-8:15 p.m.
No class 3/18

ASL II  
In this study of American Sign Language, you will broaden your use of ASL hand-shapes and basic grammatical structures. Topics include ASL conversational context for occupations, activities, location and stages of life. Confirmation of proper placement is encouraged prior to registration. TWA

Course: LAN240 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 35048 28 Sessions M,W
2/3-5/13 10:30-11:55 a.m.
No class 3/16, 3/18
CRN#: 35049 28 Sessions T,R
2/4-5/14 6-7:25 p.m.
No class 3/17, 3/19

Fingerspelling and Number Use in ASL  
You will receive a foundation for comprehension, expression, and understanding of ASL hand-shapes as they are used in fingerspelling and numbers. Included will be an introduction to the historical and physiological aspects of fingerspelling and number use in ASL. In class will be supplemented by one hour each week in language learning laboratory. TWA

Course: LAN216 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 35076 30 Sessions T,R
1/28-5/14 5:30-6:45 p.m.
No class 3/17, 3/19

Visual Gestural Communication  
You will be introduced to the comprehension and expression of visual-gestural aspects of communication in relation to ASL. You will receive instruction in forms and hand shapes involved in mime and gesticulation. Emphasis will be placed on activities that create visual, motor, and cognitive readiness for signed languages. TWA

Course: LAN215 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 34975 28 Sessions T,R
2/4-5/14 7-8:25 p.m.
No class 3/17, 3/19

Co-Listed Classes

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

Room Numbers

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

**Chinese I—Elementary □**
This is a beginning course for anyone who has no experience in the study of Chinese. You'll begin to develop the ability to communicate in Chinese through the consideration of cultural themes, language functions, and authentic situations as you acquire the structures and lexicon to work with written language, conversation, and composition. In class work is supplemented by 20 hours of listening and practice in the language learning laboratory. TWA

<table>
<thead>
<tr>
<th>Course: LAN217</th>
<th>62.5 Hours</th>
<th>$660 + $227 fee = $887; NMR add $1,452</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockville Campus</td>
<td></td>
<td>CRN#: 34961 42 Sessions M,W,F 2/3-5/15 1:15-2:50 p.m. No class 3/16, 3/18, 3/20</td>
</tr>
</tbody>
</table>

**Chinese II—Elementary □**
This is a study of Chinese at a progressive elementary level. You will continue to develop the ability to communicate in Chinese through the consideration of cultural themes, language functions, and authentic situations. You should take the online placement test at https://tinyurl.com/WDCElang to ensure proper placement (log-in: MCID#password: panthers1). In-class work is supplemented by 20 hours of online homework. TWA

<table>
<thead>
<tr>
<th>Course: LAN231</th>
<th>62.5 Hours</th>
<th>$660 + $227 fee = $887; NMR add $1,452</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockville Campus</td>
<td></td>
<td>CRN#: 35045 28 Sessions T,R 2/4-5/14 12:30-3 p.m. No class 3/17, 3/19</td>
</tr>
</tbody>
</table>

### Chinese Conversation and Grammar Review #1
This course is for you if you have an intermediate level Mandarin language background. Listening practice and grammar review will help you develop fluency with an emphasis on conversation. You will improve your conversation skills by role-play practice in everyday situations. TWA

<table>
<thead>
<tr>
<th>Course: LAN230</th>
<th>22 Hours</th>
<th>$190 + $130 fee = $320; NMR add $160</th>
</tr>
</thead>
<tbody>
<tr>
<td>Walter Johnson High School</td>
<td></td>
<td>CRN#: 34563 12 Sessions W 2/12-5/6 7-9 p.m. No class 3/18</td>
</tr>
</tbody>
</table>

### French

**French—Just Enough**
This is a beginning course for anyone who has no experience with French and wants a basic introduction. You'll learn pronunciation, basic grammar in the present tense, and vocabulary - just enough to get you started in everyday conversational exchanges. If you wish to have a more significant foundation for further French study, you are encouraged to register for French I—Part 1 (not offered every semester). TWA

<table>
<thead>
<tr>
<th>Course: LAN214</th>
<th>16 Hours</th>
<th>$110 + $116 fee = $226; NMR add $140</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockville Campus</td>
<td></td>
<td>CRN#: 34561 8 Sessions S 3/28-5/16 1-3 p.m.</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Course: LAN041</th>
<th>22 Hours</th>
<th>$133 + $128 fee = $261; NMR add $140</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bethesda-Chevy Chase Reg Srv Ctr</td>
<td></td>
<td>CRN#: 34537 12 Sessions S 2/15-5/9 10 a.m.-12 p.m. No class 3/21</td>
</tr>
<tr>
<td>Gaithersburg Business Training Center</td>
<td></td>
<td>CRN#: 34536 12 Sessions R 2/13-5/7 10 a.m.-12 p.m. No class 3/19</td>
</tr>
</tbody>
</table>

**French I—Part 2**
This is a continuation of French I—Part 1 or for those with some basic experience. Grammar topics include present tense of regular and irregular verbs, definite and indefinite articles, and gender and number. You will expand your vocabulary as you practice communicating basic everyday events in the present and past tenses. Grammar study focuses on the imperfect tense and direct object pronouns. French and Francophone cultural topics are discussed. TWA

<table>
<thead>
<tr>
<th>Course: LAN042</th>
<th>22 Hours</th>
<th>$133 + $128 fee = $261; NMR add $140</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockville Campus</td>
<td></td>
<td>CRN#: 34539 12 Sessions W 2/12-5/6 7-9 p.m. No class 3/18</td>
</tr>
</tbody>
</table>

**French II—Part 2**
This is a continuation of French II—Part 1 and is for nonnative speakers with some basic foundation in French. You will continue to improve your ability to communicate and feel at ease in everyday situations. French and Francophone cultural topics are also discussed. TWA

<table>
<thead>
<tr>
<th>Course: LAN044</th>
<th>22 Hours</th>
<th>$133 + $128 fee = $261; NMR add $140</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockville Campus</td>
<td></td>
<td>CRN#: 34542 12 Sessions W 2/12-5/6 7-9 p.m. No class 3/18</td>
</tr>
</tbody>
</table>

**French III—Part 1**
You are gaining some fluency in French at this level. You will practice communications about everyday events in the present and past tenses. Grammar study focuses on the imperfect tense and direct object pronouns. French and Francophone cultural topics are discussed. TWA

<table>
<thead>
<tr>
<th>Course: LAN045</th>
<th>22 Hours</th>
<th>$133 + $128 fee = $261; NMR add $140</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockville Campus</td>
<td></td>
<td>CRN#: 34543 12 Sessions R 2/13-5/7 7-9 p.m. No class 3/19</td>
</tr>
</tbody>
</table>

**French IV—Part 1**
This course is a continuation of French III—Part 2 or for nonnative speakers with a good foundation in French. Communication topics include daily routines, banking and finances, and jobs and professions. Grammar constructions include reflexive verbs, relative pronouns, comparing adjectives, and the “future simple” tense. French and Francophone cultural topics are also discussed. TWA

<table>
<thead>
<tr>
<th>Course: LAN047</th>
<th>22 Hours</th>
<th>$133 + $128 fee = $261; NMR add $140</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockville Campus</td>
<td></td>
<td>CRN#: 34545 12 Sessions R 2/13-5/7 3-5 p.m. No class 3/19</td>
</tr>
</tbody>
</table>

**French IV—Part 2**
This course is a continuation of French IV—Part I or for nonnative speakers with a good foundation in French. Communication topics include daily routine, questions asked while traveling, preferences, shopping and various information, and dialogues. Grammar reviews include comparison of passé compose and imperfect, pronoun review and irregular verbs in future tense. A variety of topics are discussed in depth. French videos developed for language learners are employed to improve listening skills and oral comprehension. Simplified versions of well-known authors’ works are read. TWA

<table>
<thead>
<tr>
<th>Course: LAN048</th>
<th>22 Hours</th>
<th>$133 + $128 fee = $261; NMR add $140</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockville Campus</td>
<td></td>
<td>CRN#: 34546 12 Sessions M 2/10-5/4 7-9 p.m. No class 3/16</td>
</tr>
</tbody>
</table>

---

**Please register early!**
Class cancellations are processed at least a week before the start date for classes with low enrollments.

For the most up-to-date list of noncredit world language courses (including instructor names, class meeting times, and locations), please search the real time schedule by visiting: www.montgomerycollege.edu/searchclassschedule.
French Conversation and Grammar Review # 4
This course, conducted exclusively in French, is designed to increase the fluency of nonnative speakers. Emphasis is on improving speech patterns through intensive conversation practice. Grammar review is an integral part of the course. Occasional reading of short stories reinforces grammar and vocabulary. TWA
Course: LAN104 22 Hours
$190 + $130 fee = $320; NMR add $160
Bethesda-Chevy Chase Reg Serv Ctr
CRN#: 34548 12 Sessions M
2/10-5/4 2-4 p.m.
No class 3/16

French—Advanced
This course is designed for nonnative French speakers with an excellent command of the spoken language. It is conducted exclusively in French. Emphasis is on participation in extended discussion of topics of choice. Student oral presentations are followed by class dialogue. Grammar is reviewed as necessary. TWA
Course: LAN105 22 Hours
$190 + $135 fee = $325; NMR add $160
Bethesda-Chevy Chase Reg Serv Ctr
CRN#: 34552 12 Sessions W
2/12-5/6 12:30-2:30 p.m.
No class 3/18
Rockville Campus
CRN#: 34549 12 Sessions W
2/12-5/6 2-4 p.m.
No class 3/18
Walter Johnson High School
CRN#: 34550 12 Sessions W
2/12-5/6 7-9 p.m.
No class 3/18

German Conversation and Grammar Review #1
This course is for you if you have a foundation in all the basic German grammar. Conversation practice and reading will help you develop fluency with an emphasis on listening comprehension. Grammar review is an integral part of the course. Readings include simplified versions of articles on various topics. TWA
Course: LAN194 22 Hours
$190 + $130 fee = $320; NMR add $160
Walter Johnson High School
CRN#: 34559 12 Sessions R
2/13-5/7 7-9 p.m.
No class 3/19

German II—Elementary
This is a study of German at a progressive elementary level. You will continue to develop the ability to communicate in German through the consideration of cultural themes, language functions, and authentic situations. Students should take the online placement test at https://tinyurl.com/WDCElang to ensure proper placement (log in: MCID#/password:panthers1). In-class work is supplemented by 20 hours of online homework. TWA
Course: LAN232 37.5 Hours
3/16-5/15 10-12:50 a.m.
Rockville Campus
CRN#: 35046 28 Sessions M,W
2/3-5/13 3-4:25 p.m.
No class 3/16, 3/18

German Conversation and Grammar Review #2
This course is designed for nonnative German speakers with an excellent command of the spoken language. It is conducted exclusively in German. Emphasis is on participation in extended discussion of topics of choice. Student oral presentations are followed by class dialogue. Grammar is reviewed as necessary. TWA
Course: LAN228 24 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 35047 28 Sessions M,W
2/6-5/13 3-4:25 p.m.
No class 3/16, 3/18

Hebrew II—Part 2
This is a class for you if you have previous knowledge of basic verbs, conjugation in the present and past tenses, and the infinitive. You will advance your speaking skills, learn advanced prepositions and their conjugations, indirect speech, and future tense. You will read one-page authentic stories, poems, and articles. The class will feature conversations and discussions, student presentations and simulations, and teacher presentations. TWA
Course: LAN195 22 Hours
$133 + $128 fee = $261; NMR add $140
Rockville Campus
CRN#: 34569 12 Sessions T
2/11-5/5 7-9 p.m.
No class 3/17

Hebrew V—Part 1
This course is for you if you have completed Hebrew IV - part 2 or have a significant background in Hebrew. You will learn future tense, and improve your skills in using present and past tenses. You will have opportunities to discuss a wide variety of topics through high level and authentic texts. Small group discussions and presentations are an integral part of the course. TWA
Course: LAN246 22 Hours
1/27-5/15 10-10:50 a.m.
Rockville Campus
CRN#: 34565 12 Sessions R
2/6-5/7 7-9 p.m.
No class 3/19, 4/9

Italian I—Elementary
This is a beginning course for anyone who has no experience in the study of Italian. You’ll begin to develop the ability to communicate in Italian through the consideration of cultural themes, language functions, and authentic situations as you acquire the structures and lexicon to work with written language, conversation, and composition. In class work is supplemented by 20 hours of online homework. TWA
Course: LAN229 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 35043 45 Sessions M,W,F
1/27-5/15 10-10:50 a.m.
No class 3/16, 3/18, 3/20
CRN#: 35044 42 Sessions M,W,F
2/3-5/15 1-2 p.m.
No class 3/16, 3/18, 3/20

Hebrew III—Part 2
This class is for you if you have previous knowledge of basic verbs, conjugation in the present and past tenses, and the infinitive. You will advance your speaking skills, learn advanced prepositions and their conjugations, indirect speech, and future tense. You will read one-page authentic stories, poems, and articles. The class will feature conversations and discussions, student presentations and simulations, and teacher presentations. TWA
Course: LAN238 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 35047 28 Sessions M,W
2/3-5/13 11 a.m.-12:25 p.m.
No class 3/16, 3/18

Italian II—Elementary
This is a study of Italian at a progressive elementary level. You will continue to develop the ability to communicate in Italian through the consideration of cultural themes, language functions, and authentic situations. Students should take the online placement test at https://tinyurl.com/WDCElang to ensure proper placement (log in: MCID#/password:panthers1). In-class work is supplemented by 20 hours of online homework. TWA
Course: LAN238 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 35047 28 Sessions M,W
2/3-5/13 11 a.m.-12:25 p.m.
No class 3/16, 3/18

Co-Listed Classes
Classes marked with this symbol □ are co-listed. They are offered so that students may register either for credit or continuing education (noncredit) status. These classes are open to all students at Montgomery College.
Italian: Language and Culture—Advanced
This course, conducted exclusively in Italian, is designed to increase the fluency of nonnative speakers. You will receive conversation practice through readings and discussion on current media and Italian cultural topics. Grammar is reviewed as needed. Writing practice and composition with proper grammar will be emphasized. TWA
Course: LAN078 22 Hours
$190 + $135 fee = $325; NMR add $160
Rockville Campus
CRN#: 34547 12 Sessions 2/11-5/5 2-4 p.m.
No class 3/17

• Miyama
• Nara
• Koyasan
• Hiroshima
• Miyakejima
• Fukuoka

Globalization and Japan: Traditions and Contemporary Culture and Society
May 19–28, 2020

Study abroad trip includes:
• Tokyo: Including Harajuku, Akihabara, the Meiji Shrine, Shinjuku, and Shibuya.
• Nihon University
• Nara
• Miyama

For additional details, please visit www.montgomerycollege.edu/studyabroad or e-mail Gregory.Malveaux@montgomerycollege.edu.

SPANISH
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. Textbook is required. Details available at Rockville Campus Bookstore. TWA
Course: LAN009 22 Hours
$133 + $128 fee = $261; NMR add $140
Bethesda-Cheyve Chase Reg Serv Ctr
CRN#: 34493 12 Sessions 2/11-5/5 7-9 p.m.
No class 3/17

Bethesda-Cheyve Chase High School
CRN#: 34495 12 Sessions 2/11-5/5 7-9 p.m.
No class 3/17

Brooks High School
CRN#: 34496 12 Sessions 2/11-5/5 7-9 p.m.
No class 3/17

Rockville Campus
CRN#: 34497 12 Sessions 2/11-5/5 7-9 p.m.
No class 3/17

Spanish II—Part 1
Completion of Spanish I or equivalent study or communication experience is helpful to succeed at this level. You will be speaking and responding to questions more easily in everyday situations about routines, travel and transportation. Learn uses of reflexive verbs and progressive tense. Hispanic and Spanish cultural topics are discussed. TWA
Course: LAN011 22 Hours
$133 + $128 fee = $261; NMR add $140
Bethesda-Cheyve Chase High School
CRN#: 34498 12 Sessions 2/11-5/5 7-9 p.m.
No class 3/17

Rockville Campus
CRN#: 34499 12 Sessions 2/11-5/5 7-9 p.m.
No class 3/17

Japanese II—Elementary
This is a study of Japanese at a progressive elementary level. You will continue your study of written language, conversation, and composition as you consider cultural themes, language functions, and authentic situations. In-class work is supplemented by 20 hours of online practice. Confirmation of proper placement is encouraged prior to registration. TWA
Course: LAN247 50 Hours
$528 + $181 fee = $709; NMR add $1,161.60
Rockville Campus
CRN#: 35050 26 Sessions 2/4-5/14 12-1:55 p.m.
No class 3/17

• Miyama
• Nara
• Koyasan
• Hiroshima
• Miyakejima
• Fukuoka

Globalization and Japan: Traditions and Contemporary Culture and Society
May 19–28, 2020

Study abroad trip includes:
• Tokyo: Including Harajuku, Akihabara, the Meiji Shrine, Shinjuku, and Shibuya.
• Nihon University
• Nara
• Miyama

For additional details, please visit www.montgomerycollege.edu/studyabroad or e-mail Gregory.Malveaux@montgomerycollege.edu.

PORTUGUESE
Advanced Portuguese
This course, conducted almost exclusively in Portuguese, provides students with an excellent command of Brazilian Portuguese. You will increase your fluency through informal readings and discussions from Portuguese and Lusophone literature and culture. TWA
Course: LAN168 22 Hours
$190 + $135 fee = $325; NMR add $160
Walter Johnson High School
CRN#: 34557 12 Sessions 2/10-5/11 7-9 p.m.
No class 3/16, 4/13

Baltimore City College
CRN#: 34558 12 Sessions 2/10-5/11 7-9 p.m.
No class 3/16, 4/13

Reisterstown High School
CRN#: 34559 12 Sessions 2/10-5/11 7-9 p.m.
No class 3/16, 4/13

Falls Church High School
CRN#: 34560 12 Sessions 2/10-5/11 7-9 p.m.
No class 3/16, 4/13

Bethesda-Chevy Chase Reg Serv Ctr
CRN#: 34561 12 Sessions 2/10-5/11 7-9 p.m.
No class 3/16, 4/13

Pike High School
CRN#: 34562 12 Sessions 2/10-5/11 7-9 p.m.
No class 3/16, 4/13

Bethesda-Chevy Chase High School
CRN#: 34563 12 Sessions 2/10-5/11 7-9 p.m.
No class 3/16, 4/13

Rockville Campus
CRN#: 34564 12 Sessions 2/10-5/11 7-9 p.m.
No class 3/16, 4/13

Spanish II—Part 2
This is a continuation of Spanish I—Part 1 or appropriate for those with some basic experience. Grammar topics include present tense of regular verbs, ser and estar, definite and indefinite articles, and gender and number. You will expand your vocabulary as you practice communicating basic needs and responding to questions on everyday topics. Textbook is required. Details available at Rockville Campus Bookstore. TWA
Course: LAN010 22 Hours
$133 + $128 fee = $261; NMR add $140
Bethesda-Cheyve Chase Reg Serv Ctr
CRN#: 34500 12 Sessions 2/15-5/9 10 a.m.-12 p.m.
No class 3/21
Churchill High School
CRN#: 34496 12 Sessions 2/13-5/7 7-9 p.m.
No class 3/19
Germantown Campus
CRN#: 34501 12 Sessions 2/11-5/5 1:30-3:30 p.m.
No class 3/17
Rockville Campus
CRN#: 34502 12 Sessions 2/12-5/6 7-9 p.m.
No class 3/18
CRN#: 34499 12 Sessions 2/13-5/7 2-4 p.m.
No class 3/19
Spanish II—Part 2
This is a continuation of Spanish II—Part 1. You will improve your fluency as you practice articulating needs about topics such as sports, leisure, and managing money exchanges. Grammar study includes use of ‘tener,’ and the preterite of regular and irregular verbs. Hispanic and Spanish cultural topics are discussed. TWA
Course: LAN012 22 Hours
$133 + $128 fee = $261; NMR add $140
Gaithersburg Business Training Center
CRN#: 34511 12 Sessions R
2/13-5/7 10 a.m.-12 p.m. No class 3/19
Lawton Community Center
CRN#: 34510 12 Sessions F
2/14-5/8 10 a.m.-12 p.m. No class 3/20
Rockville Campus
CRN#: 34512 12 Sessions M
2/10-5/4 7-9 p.m. No class 3/16
CRN#: 34516 12 Sessions W
2/12-5/6 2-4 p.m. No class 3/18

Spanish III—Part 1
You are gaining some competency in Spanish at this level. You will practice communications about everyday events in the present and past tenses. Grammar study focuses on imperfect tense, subjunctive mood, time expressions of ‘hacer,’ and the use of ‘por’ and ‘para.’ Hispanic and Spanish cultural topics are discussed. TWA
Course: LAN013 22 Hours
$133 + $128 fee = $261; NMR add $140
Gaithersburg Business Training Center
CRN#: 34518 12 Sessions T
2/14-5/8 10 a.m.-12 p.m. No class 3/19
Lawton Community Center
CRN#: 34516 12 Sessions R
2/18-/5/12 9:30-11:30 a.m. No class 3/17
Lawton Community Center
CRN#: 34517 12 Sessions M
2/20-5/14 7-9 p.m. No class 3/18

Spanish Conversation and Grammar Review—Part 1
This is the first of a four-part sequence for nonnative speakers who have a foundation in all the basic grammar. Conversation practice and reading help to develop your vocabulary. Grammar review is an integral part of the course. Readings include simplified versions of novels and articles on various topics. You will be encouraged to write compositions on self-selected topics. TWA
Course: LAN017 22 Hours
$190 + $130 fee = $320; NMR add $160
Gaithersburg Business Training Center
CRN#: 34519 12 Sessions T
2/14-5/8 10 a.m.-12 p.m. No class 3/20

Spanish III—Part 2
This is a continuation of Spanish III—Part 1. You will gain proficiency in expanded conversational exchanges. Topics include emotions, wishes, health and illness. Grammar includes subjunctive with impersonal expressions and verbs of emotion, subjunctive vs. indicative, and the future tense. Hispanic and Spanish cultural topics are discussed. TWA
Course: LAN014 22 Hours
$133 + $128 fee = $261; NMR add $140
Lawton Community Center
CRN#: 34523 12 Sessions T
2/18-/5/12 9:30-11:30 a.m. No class 3/17
Rockville Campus
CRN#: 34520 12 Sessions M
2/10-5/4 2-4 p.m. No class 3/16
CRN#: 34521 12 Sessions W
2/12-5/6 7-9 p.m. No class 3/19
Takoma Park/Silver Spring Campus
CRN#: 34552 12 Sessions S
2/15-5/9 12-2 p.m. No class 3/21

Spanish Conversation and Grammar Review—Part 2
This is the second course of a four-part sequence. Fluency is improved through extended discussions based on readings and conversational topics. Readings to improve comprehension and develop vocabulary include simplified versions of novels and articles on various topics. You are encouraged to write compositions on self-selected topics. TWA
Course: LAN018 22 Hours
$190 + $130 fee = $320; NMR add $160
Rockville Campus
CRN#: 34530 12 Sessions W
2/12-5/6 1-3 p.m. No class 3/18

Spanish Conversation and Grammar Review—Part 3
This is the third course of a four-part sequence. Grammar review is guided by the needs of the participants. Fluency is improved through extended discussion. The demands of the reading selections will noticeably expand your vocabulary. Reading topics include literature, culture, and current events. You will be encouraged to write compositions on self-selected topics. TWA
Course: LAN019 22 Hours
$190 + $130 fee = $320; NMR add $160
Lawton Community Center
CRN#: 34531 12 Sessions T
2/18-/5/12 9:30-11:30 a.m. No class 3/17

Spanish Conversation and Grammar Review—Part 4
This course, conducted exclusively in Spanish, is designed to increase the fluency of non-native speakers. Emphasis is in improving speech patterns through conversation practice. Grammar review is an integral part of the course. Reading topics include literature, culture, and current events. You will be encouraged to make a presentation on a self-selected topic. TWA
Course: LAN153 22 Hours
$190 + $130 fee = $320; NMR add $160
Walter Johnson High School
CRN#: 34556 12 Sessions T
2/11-5/5 7-9 p.m. No class 3/17

Spanish Conversation—Advanced
The focus of this course, which is conducted entirely in Spanish and assumes fluency, is discussion, reading, and oral presentation. Grammar review is based on the needs of the participants. Topics of discussion and reading selections are chosen in class and may include current media topics, culture, and literature. TWA
Course: LAN020 22 Hours
$190 + $135 fee = $325; NMR add $160
Bethesda-Chevy Chase Reg Serv Ctr
CRN#: 34533 12 Sessions R
2/20-5/14 9:30-11:30 a.m. No class 3/19
CRN#: 34534 12 Sessions R
2/20-5/14 12-2 p.m. No class 3/19
Walter Johnson High School
CRN#: 34532 12 Sessions R
2/20-5/14 7-9 p.m. No class 3/19

For the most up-to-date list of noncredit world language courses (including instructor names, class meeting times, and locations), please search the real time schedule by visiting: www.montgomerycollege.edu/searchclassschedule
**Writing for Business**

5 Simple Ways to Construct Proper Sentences  
Improving the way you build your sentences is the easiest way to increase your writing potential. In this course, you will learn strategies on how to effectively develop clear sentences, avoid repetition, enhance vocabulary and use transition words that effectively link thoughts and ideas into clear logical sentences. TWA  

**Course: WRT210**  
5 Hours  
$55 + $30 fee = $85; NMR add $50  
**Rockville Campus**  
CRN#: 34959  
2 Sessions  
2/15-2/22  
9:30 a.m.-12 p.m.  

**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 drafting dialogue, writing gorgeous sentences, showing instead of telling, and revising your work to commercial writing standards. We'll also discuss the business of writing—with a step-by-step guide to getting published! TWA  

**Course: WRT149**  
15 Hours  
$130 + $63 fee = $193; NMR add $120  
**Distance Learning**  
CRN#: 34948  
6 Sessions  
M 2/5-3/9  
7:90 p.m.  

**How to Publish Your Book**  
Whether you've got the first spark of an idea or a finished manuscript, in this workshop you'll gain the tools you need to publish your book. Discover how to groom your book to fit an established market. Learn how to find the right publisher. Write an attention-grabbing query letter, outline or synopsis, and manage the submission process. Find out what to expect, and what to look out for, when it's contract-signing time. Learn how to promote yourself once your book is out. Whether you write fiction or nonfiction, if your goal is to get published, this workshop is for you.  

**Course: WRT163**  
3 Hours  
$41 + $25 fee = $66; NMR add $50  
**Distance Learning**  
CRN#: 34949  
1 Session  
3/9-4/13  

**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? Do you want to adjust your writing style accordingly? Then this course is for you. 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.  

**Course: WRT211**  
12 Hours  
$100 + $45 fee = $145; NMR add $120  
**Takoma Park/Silver Spring Campus**  
CRN#: 34961  
4 Sessions  
F 2/21-3/13  
6:15-9:15 p.m.  

**Writing for Pleasure**  

**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, and how to stop using unnecessarily complex or abstract words. TWA  

**Course: WRT212**  
9 Hours  
$100 + $35 fee = $135; NMR add $120  
**Takoma Park/Silver Spring Campus**  
CRN#: 34963  
3 Sessions  
R 4/2-4/16  
6:30-9:30 p.m.  

**Writing Effective Sentences**  
This action packed course is designed to assist students who want to sharpen their writing skills and make their written documents readable to get their point across. This course will focus on constructing correct sentences and paragraphs, basic grammar, correct writing organization, and punctuation rules. TWA  

**Course: WRT207**  
15 Hours  
$190 + $60 fee = $250; NMR add $140  
**Takoma Park/Silver Spring Campus**  
CRN#: 34953  
5 Sessions  
T,R 4/14-4/28  
6:15-9:15 p.m.  

**Narrative Writing**  
This course is designed to teach you how to use and or improve the clarity and coherence of narrative writing that is used in different types of reports and/or pleasure writing. Topics that will be covered are the major types of writing, how narrative writing is used, the writing process, basic grammar, punctuation and spelling. TWA  

**Course: WRT209**  
6 Hours  
$75 + $50 fee = $125; NMR add $120  
**Takoma Park/Silver Spring Campus**  
CRN#: 34955  
2 Sessions  
M 3/9-3/16  
6:30-9:30 p.m.  

**The 5 Essential Skills to Find or Create Your Own Opportunities**  
Have you ever wanted to create your own opportunities in life whether it be income, or a career change? Then this is the course for you! This course is designed to help you develop and apply the five basic skills needed to apply change for new opportunities. You will learn to individually analyze and focus on each skill, learn how each skill is essential, and how to apply each skill to create new opportunities for yourself and how to assess your strengths in each individual skill. TWA  

**Course: WRT196**  
6 Hours  
$76 + $35 fee = $111; NMR add $120  
**Rockville Campus**  
CRN#: 34950  
2 Sessions  
M,W 4/27-4/29  
6:30-9:30 p.m.  

**Room Numbers**  
Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records.
ADULT ENGLISH FOR SPEAKERS OF OTHER LANGUAGES CLASSES (ESOL)

The Adult ESOL Program has six levels, and provides basic English language and life skills instruction to 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 in person.
5. You may register at one of the centers listed below.
6. Do not bring children to registration, testing, or class.
7. If there is no room in the class for you, we will put your name on a waiting list for another class.
8. Students in Advanced ESOL level classes must pay tuition.

Website: www.montgomerycollege.edu/wdce/aeg
Call (240) 567-8950
Press 2 for ESOL information and then:
for information in English, press 1
for information in Spanish, press 2
for information in French, press 3
for information in Amharic, press 4
for information in Korean, press 5

Early Morning Classes

<table>
<thead>
<tr>
<th>School</th>
<th>Registration</th>
<th>Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Westfield South* (Use front entrance, across from the parking garage)</td>
<td>December 18 &amp; March 2</td>
<td>7 a.m. 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>Westfield South* (Use front entrance, across from the parking garage)</td>
<td>December 18 &amp; March 2</td>
<td>9 a.m. Monday–Friday 9:05 a.m.–11:05 a.m. 11 a.m. Monday–Friday 11:10 a.m.–1:10 p.m.</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>Gaithersburg HS</td>
<td>January 6</td>
<td>6:30 p.m. Monday &amp; Wednesday 6:30 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>Westfield South* (Use front entrance, across from the parking garage)</td>
<td>January 6</td>
<td>6:30 p.m. Monday &amp; Wednesday 6:30 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>John F. Kennedy HS</td>
<td>January 7</td>
<td>6:30 p.m. Tuesday &amp; Thursday 6:30 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>Montgomery Blair HS</td>
<td>January 7</td>
<td>6:30 p.m. Tuesday &amp; Thursday 6:30 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>Richard Montgomery HS</td>
<td>January 7</td>
<td>6:30 p.m. Tuesday &amp; Thursday 6:30 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>Seneca Valley HS</td>
<td>January 7</td>
<td>6:30 p.m. Tuesday &amp; Thursday 6:30 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>White Oak MS</td>
<td>January 6 &amp; January 8</td>
<td>6 p.m. Monday &amp; Wednesday 6 p.m.–9 p.m.</td>
</tr>
</tbody>
</table>

Saturday Classes

<table>
<thead>
<tr>
<th>School</th>
<th>Registration</th>
<th>Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gaithersburg High School</td>
<td>January 4</td>
<td>8:30 a.m. Saturday 8:30 a.m.–12:30 p.m.</td>
</tr>
<tr>
<td>John F. Kennedy HS</td>
<td>January 4</td>
<td>8:30 a.m. Saturday 8:30 a.m.–12:30 p.m.</td>
</tr>
<tr>
<td>Montgomery College Takoma Park Campus Cafritz Building (CF) room 234</td>
<td>January 4 &amp; January 11</td>
<td>8:30 a.m. Saturday 8:30 a.m.–12:30 p.m.</td>
</tr>
</tbody>
</table>

We offer college and career services, U.S. citizenship classes, and ESOL vocational courses in healthcare, building trades, and customer service. For more information visit our website at www.montgomerycollege.edu/wdce/aeg or call 240-567-8950.

Are you a documented refugee or political asylee? If yes, call the Montgomery College Refugee Center at 240-567-1404 for English classes and help.

* Westfield South: Disability access for this leased site is on the same side as the WorkSource Montgomery entrance. For more information regarding disability access at this site, please call 240-567-8841

Disability Services: For disability related accommodations, please contact the Montgomery College Disability Support Services Office at 240-567-4118 at least two weeks before registration.

Montgomery College is an academic institution that is committed to equal opportunity and fostering diversity among its student body, faculty, and staff. This program is funded by the MD Dept. of Labor, Licensing, and Regulation, the U.S. Dept. of Education and the Montgomery County Government.
Registration Guidelines:  

**Website:** www.montgomerycollege.edu/wdce/aeg

Call (240) 567-8950, Press 1 for GED® Test Preparation Class Information.

The Adult ESOL & Literacy Grant Program is unable to provide services to F1 and J1 visa holders. Please see the FAQ section of our website for more details.

1. You must live in Maryland to register for classes.
2. Students must be 18 years of age or older at the time of registration.
3. Students 18 years of age must provide official documentation of school withdrawal.
4. All new students must register in person, and bring a picture ID
5. Do not bring children to registration, testing, or class.
6. Choose a location offering class at a time you can attend.
7. Go there in person to register and get tested.
8. If there is no room in the class for you, we will put your name on a waiting list for another class.
9. Students in GED® test preparation level classes must pay tuition.
10. All students purchase their own textbooks.

**Community Information Session:** Come and get information about the GED® test preparation program. You will learn about classes and the GED® test, how long it takes to prepare, and what you need to do to register for classes or the GED® test. You do not need to register for this event. The meeting includes time for questions and answers. **We strongly recommend that you go to a session.** Attending does not mean you are registered for classes. Please note, no childcare is provided for the meeting.

**Community Information Sessions will be at:**

<table>
<thead>
<tr>
<th>Locations</th>
<th>Dates</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Montgomery College Germantown Campus HS Building–Room 238</td>
<td>November 30, February 11 or March 12</td>
<td>6:30 p.m.</td>
</tr>
<tr>
<td>Westfield South*</td>
<td>December 3, February 26 or March 25</td>
<td>6:30 p.m.</td>
</tr>
</tbody>
</table>

**Registration for Classes:** To register for classes you must register in person at one of the centers below. You will be given math and English placement tests to determine your class level. There are three class levels—Adult Basic Education, Pre GED® Test Preparation, and GED® Test Preparation.

### Day Classes

<table>
<thead>
<tr>
<th>School</th>
<th>Registration Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Montgomery College Rockville Campus GU Building–Room 120</td>
<td>December 12, January 9, &amp; March 5 6:30 p.m. Monday–Thursday 9:05 a.m.—1:10 p.m.</td>
</tr>
<tr>
<td>Westfield South* (Use front entrance, across from the parking garage)</td>
<td>December 17, January 8 &amp; March 9 9:30 a.m. Monday–Thursday 9:05 a.m.—1:10 p.m.</td>
</tr>
</tbody>
</table>

### Evening Classes

<table>
<thead>
<tr>
<th>School</th>
<th>Registration Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Montgomery College Germantown Campus HS Building–Room 169</td>
<td>December 4 &amp; January 15 6:00 p.m. Monday–Thursday 6:30 p.m.—9:30 p.m.</td>
</tr>
<tr>
<td>Thomas Edison High School of Technology</td>
<td>December 16 6:00 p.m. Monday–Thursday 6:30 p.m.—9:30 p.m.</td>
</tr>
<tr>
<td>Sligo Middle School</td>
<td>December 10 &amp; January 10 6:00 p.m. Monday–Thursday 6:30 p.m.—9:30 p.m.</td>
</tr>
</tbody>
</table>

### Saturday Classes

<table>
<thead>
<tr>
<th>School</th>
<th>Registration Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Montgomery College Germantown Campus HS Building–Room 169</td>
<td>December 14 &amp; January 11 9:00 a.m. Saturday 9:00 a.m.—1:00 p.m.</td>
</tr>
</tbody>
</table>

**Maryland i-pathways (teacher supported in class and online learning program)**

<table>
<thead>
<tr>
<th>School</th>
<th>Registration Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Westfield South* (Use front entrance, across from the parking garage)</td>
<td>December 21, January 11 &amp; March 14 9:30 a.m. Friday 9:00 a.m.—1:00 p.m.</td>
</tr>
</tbody>
</table>

**Official GED Practice Test™**

For information about the Maryland state administration of the GED® test call 410-767-0936 or visit the website at http://www.dllr.maryland.gov/gedmd/

GED® is a registered trademark of the American Council on Education (ACE) and administered exclusively by GED Testing Service LLC under license. This information is not endorsed or approved by ACE or GED Testing Service.

**Class Locations:**

- Gaithersburg High School
  - 101 Education Blvd.
  - 20200 Observation Drive
  - Germantown, MD 20876
- Gaithersburg, MD 20877
- John F. Kennedy High School
  - 101 Education Blvd.
  - 20200 Observation Drive
  - Germantown, MD 20876
- 1901 Randolph Road
  - 51 Mannakee Street Rockville
  - 20850
- Silver Spring, MD 20901
- Silver Spring, MD 20902
- Richard Montgomery High School
  - 250 Richard Montgomery Drive
  - Rockville, MD 20852
- Montgomery College Rockville Campus
  - 51 Mannakee Street Rockville
  - 20850
- 1901 Crystal Rook Dr.
  - Germantown, MD 20874
- Montgomery Blair High School
  - 900 King Street
  - Takoma Park, MD 20910
- Montgomery College Takoma Park Campus
  - 9401 Crystal Rook Dr.
  - Germantown, MD 20874
- Silver Spring, MD 20901
- Silver Spring, MD 20902
- Silver Spring, MD 20906
- Montgomery College Germantown Campus
  - 8540 Old Georgetown Road
  - Germantown, MD 20876
- Montgomery College Rockville Campus
  - 1901 Randolph Road
  - Gaithersburg, MD 20877
- Seneca Valley High School
  - 9401 Crystal Rook Dr.
  - Germantown, MD 20874
- Silver Spring, MD 20901
- Silver Spring, MD 20902
- Silver Spring, MD 20906
- Sligo Middle School
  - 1401 Denis Ave.
  - Silver Spring, MD 20902
- Westfield South (Silver Spring)*
  - 101 Education Blvd.
  - 20200 Observation Drive
  - Germantown, MD 20876
- White Oak Middle School
  - 12201 New Hampshire Ave.
  - Silver Spring, MD 20906

*Westfield South: Disability access for this leased site is on the same side as the WorkSource Montgomery entrance. For more information regarding disability access at this site, please call 240-567-3841

Disability Services: For disability related accommodations, please contact the Montgomery College Disability Support Services Office at 240-567-4118 at least six weeks before registration.

Montgomery College is an academic institution that is committed to equal opportunity and fostering diversity among its student body, faculty, and staff. This program is funded by the MD Dept. of Labor, Licensing, and Regulation, the U.S. Dept. of Education and the Montgomery County Government.
### Do you want to be a U.S. citizen? Citizenship Preparation Program

- Are you a legal, permanent resident?
- Do you need help preparing for your citizenship test and interview?

Come to an information session and discover how Montgomery College may be able to help you... **FOR FREE!**

**Information/Registration Sessions:**
If interested, you must attend one of the following sessions:

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/12/19</td>
<td>6 p.m.</td>
<td>1/14/20 6 p.m.</td>
</tr>
<tr>
<td>11/16/19</td>
<td>9 a.m.</td>
<td>1/18/20 9 a.m.</td>
</tr>
<tr>
<td>12/10/19</td>
<td>6 p.m.</td>
<td>2/11/20 6 p.m.</td>
</tr>
<tr>
<td>12/14/19</td>
<td>9 a.m.</td>
<td>2/15/20 9 a.m.</td>
</tr>
<tr>
<td>3/10/20</td>
<td>6 p.m.</td>
<td></td>
</tr>
<tr>
<td>3/14/20</td>
<td>9 a.m.</td>
<td></td>
</tr>
<tr>
<td>4/7/20</td>
<td>6 p.m.</td>
<td></td>
</tr>
<tr>
<td>4/11/20</td>
<td>9 a.m.</td>
<td></td>
</tr>
</tbody>
</table>

**Information/Registration Sessions will be held at:**
Montgomery College,
Westfield South Office Building, Suite 306
11002 Veirs Mill Road, Wheaton, MD 20902
For more information call 240-567-8169, e-mail nancy.newton@montgomerycollege.edu, or visit our website at
http://www.montgomerycollege.edu/wdce/aelg/citizenship.html

### ESOL for Building Trades Jobs

<table>
<thead>
<tr>
<th>Learn the English and basic skills you need to work in entry-level building trades jobs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Are you looking for a new job or a better job in carpentry, heating/air conditioning, or electricity?</td>
</tr>
<tr>
<td>• Do you want to work in the retail and customer service industry?</td>
</tr>
<tr>
<td>• Do you live in Montgomery County?</td>
</tr>
<tr>
<td>• Would you like to improve your English-speaking skills?</td>
</tr>
<tr>
<td>If interested you must attend one of the ESOL for Building Trades Jobs Orientations:</td>
</tr>
<tr>
<td>12/14/19 @ 8:30 am</td>
</tr>
<tr>
<td>1/4/20 @ 8:30 am</td>
</tr>
<tr>
<td>Rockville Campus SB 201</td>
</tr>
</tbody>
</table>

### ESOL for Customer Service Jobs

<table>
<thead>
<tr>
<th>Improve English-speaking skills and learn basic skills needed to enter the retail and customer service industry.</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Do you want to work in the sales and service industry?</td>
</tr>
<tr>
<td>• Do you live in Montgomery County?</td>
</tr>
<tr>
<td>• Would you like to improve your English-speaking skills?</td>
</tr>
<tr>
<td>If interested you must attend one of the ESOL for Customer Service Orientations:</td>
</tr>
<tr>
<td>1/8/20 @ 6:00 pm</td>
</tr>
<tr>
<td>1/14/20 @ 6:00 pm</td>
</tr>
<tr>
<td>Westfield South Office Bldg., Suite 306</td>
</tr>
</tbody>
</table>

### ESOL for Healthcare Jobs

<table>
<thead>
<tr>
<th>Learn the English and basic skills you need to work in entry-level healthcare jobs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Are you looking for a new job or a better job in healthcare?</td>
</tr>
<tr>
<td>• Do you want to learn more English for your job?</td>
</tr>
<tr>
<td>• Would you like to learn medical vocabulary?</td>
</tr>
<tr>
<td>If interested you must attend one of the ESOL for Healthcare Jobs Orientations:</td>
</tr>
<tr>
<td>1/8/20 @ 6:00 pm</td>
</tr>
<tr>
<td>1/14/20 @ 6:00 pm</td>
</tr>
<tr>
<td>Takoma Park Campus Cafritz Suite 230</td>
</tr>
</tbody>
</table>

### ESOL for Bridge to IT Jobs

<table>
<thead>
<tr>
<th>Learn English, study and workplace readiness skills for careers in technology</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Do you want to learn more about jobs and careers in the information technology field?</td>
</tr>
<tr>
<td>• Do you like computers and want to improve your computer skills?</td>
</tr>
<tr>
<td>If interested you must attend one of the ESOL for Bridge to Information Technology Jobs Orientations</td>
</tr>
<tr>
<td>1/6/20 @ 6:00 pm</td>
</tr>
<tr>
<td>1/8/20 @ 6:00 pm</td>
</tr>
<tr>
<td>Takoma Park Campus Cafritz Suite 230</td>
</tr>
</tbody>
</table>

### 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
http://www.montgomerycollege.edu/wdce/aelg/tesol.html
WDCE Winter/Spring 2020 Schedule

WDCE BRIDGE TO ACADEMIC AND CAREER SUCCESS PROGRAM

WDCE Bridge Coaches: Rockville/Germantown: (240)567-7916/1769 • Takoma Park/Silver Spring: (240)567-1607

Bridge to Academic and Career Success is a learning community program in Workforce Development and Continuing Education. It is designed for students who have a Next Generation Reading Test Score between 227–236 and meet the criteria for admissions. Students in the WD&CE Bridge Program take three courses: Reading Comprehension, Writing Composition, and Student Success and Career Planning Seminar.

To be eligible to enroll in the program students must do the following

1. Apply to Montgomery College
2. Take the Next Generation Accuplacer Reading test
3. Meet with a Bridge Coach

Participation in the program requires registration in all three courses in the same group.

Books and materials necessary for class can be purchased in the Montgomery College Bookstore.

Program tuition and fees: $541 + $208 = $749* Non-Residents: Add $465.00 (*Does not include the cost of books)

Additional classes will be offered, based on need.

Registration Period: November 25, 2019–January 26, 2020

No class March 16–March 22, 2020

<table>
<thead>
<tr>
<th>Group&amp;Campus</th>
<th>CRN#</th>
<th>Course#</th>
<th>Title</th>
<th>Days</th>
<th>Dates</th>
<th>Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Group 2 Rockville</td>
<td>35305</td>
<td>PTS016</td>
<td>Student Success and Career Planning Seminar</td>
<td></td>
<td>1/29–5/6</td>
<td>9:50 a.m.–10:50 a.m.</td>
</tr>
<tr>
<td></td>
<td>35302</td>
<td>PTS017</td>
<td>Reading Comprehension</td>
<td>M,W</td>
<td>1/27–5/6</td>
<td>11:00 a.m.–12:30 p.m.</td>
</tr>
<tr>
<td></td>
<td>35303</td>
<td>PTS014</td>
<td>Writing Composition</td>
<td>M,W</td>
<td>1/27–5/6</td>
<td>12:35 p.m.–1:05 p.m.</td>
</tr>
<tr>
<td>Group 3 Rockville</td>
<td>35300</td>
<td>PTS016</td>
<td>Student Success and Career Planning Seminar</td>
<td></td>
<td>1/28–5/5</td>
<td>9:50 a.m.–10:50 a.m.</td>
</tr>
<tr>
<td></td>
<td>35314</td>
<td>PTS017</td>
<td>Reading Comprehension</td>
<td>T,R</td>
<td>1/28–5/7</td>
<td>11:00 a.m.–12:30 p.m.</td>
</tr>
<tr>
<td></td>
<td>35299</td>
<td>PTS014</td>
<td>Writing Composition</td>
<td>T,R</td>
<td>1/28–5/7</td>
<td>12:35 p.m.–1:05 p.m.</td>
</tr>
<tr>
<td>Group 6 Takoma Park/Silver Spring</td>
<td>35301</td>
<td>PTS016</td>
<td>Student Success and Career Planning Seminar</td>
<td>M</td>
<td>1/27–5/4</td>
<td>9 a.m.–10 a.m.</td>
</tr>
<tr>
<td></td>
<td>35315</td>
<td>PTS017</td>
<td>Reading Comprehension</td>
<td>M,W</td>
<td>1/27–5/6</td>
<td>10:05 a.m.–11:35 a.m.</td>
</tr>
<tr>
<td></td>
<td>35304</td>
<td>PTS014</td>
<td>Writing Composition</td>
<td>M,W</td>
<td>1/27–5/6</td>
<td>11:40 a.m.–12:10 p.m.</td>
</tr>
</tbody>
</table>

Summer Youth Programs
Over 200 Fun-Filled Classes for Grades K–12!


Montgomery College Youth Programs provide high quality summer courses that offer a variety of fun, educational, and engaging learning activities in a safe and nurturing environment.

For more information, visit our website www.montgomerycollege.edu/youth or call Youth Programs at 240-567-7264 or 240-567-7917

Asistencia en Español Disponible

Before and After Care Offered
INDEX

WDCE Winter/Spring 2020 Schedule

Construction Methods and Materials ............... 18
Construction Planning and Scheduling ............. 18
Contabilidad Computarizada (QuickBooks) ...... 47
Contabilidad Computerizada (QuickBooks II)... 47
Contracts and Offer to Purchase.................. 71
Conversation Workshop .............................. 5
Copyright, Fair Use, and Creative Commons .... 8
Courtroom Drama in Film ........................... 54
CPR, AED & Basic First Aid Course ............... 42
CPR and AED.................................................. 42
Crafts ............................................................. 9
Crafty Creations ....................................... 19
Crazy for Embroidery ............................... 49
Create a Cartoon Comic Strip ...................... 19
Creating Your Personal and Small Business Web Sites .................. 26
Crecimiento y Desarrollo Infantil .................. 36
Cybersecurity Foundations Training ............... 29

D
Dance: Introduction ................................... 65
Data Analysis Fundamentals ....................... 30
Data Analytics BootCamp ............................ 30
Data Analytics BootCamp—Advanced ............. 30
Data Science for Managers ....................... 30
Declutter Your Life and Space ..................... 59
Denzel Washington Films and Books .......... 56
Dialysis Technician Program ....................... 39
Diet Craze or Diet Genius? ......................... 60
digital forensics—Hands-On ....................... 29
digital forensics—Introduction ................... 30
digital photography—Introduction ............... 14
digital photography ........................................ 14
digital photography (LLI) .......................... 60
digital photography for Fine Arts ................ 60
Discovering the American Wilderness .......... 19
Discussing Issues in Depth ....................... 6
Doll Design and Construction ..................... 9
Doll Design and Construction—Introduction ... 19
drawing and Painting—Introduction ............. 19
drawing Comics ............................................ 11
drawing I ...................................................... 11
drawing with Pencils, Charcoal, or Pastels ..... 49
drawing Workshop Series ......................... 11
driver education ........................................... 75
driver Education with Additional Supports ........ 75
driver Improvement Lessons (DIL) .............. 75

E
Eastern Europe: Hungary & Romania .......... 54
Effective Communication for the Workplace ... 20
Effective Writing I ....................................... 20
Effective Writing II .................................... 22
Effective Writing Techniques ..................... 83
EKG Technician ......................................... 40
El ABC de comenzar un negocio .................. 48
Electricidad I, Teoría .................................. 48
Electricidad II, Práctica ............................. 48
Electricidad III, Práctica ............................ 48
Electricidad IV, Práctica ............................ 48
Emancipation: Jews in the Modern World ...... 54
Emergency Preparedness for Pets—Are You Ready? .................. 7
Emergency Preparedness Training ............. 35
(EMIP) Event Manager Internship Program .... 44
Employment Search Boot Camp .................. 53
Entrepreneurship and Finance (Start-Up) ..... 37
Entrepreneurship and Operations (Start-Up) .. 37
Entrepreneurship: Business Life-cycle and Feasibility Study—Introduction ........ 37
Entrepreneurship: Marketing & Public Communication .................. 37
Entrepreneur’s Mindset ............................... 37
Environmental, Social & Financial Sustainability, Introduction ........ 38
Essential Life Skills ....................................... 20
Ethics in Data Science ............................... 30
Ethics: Predatory Lending / Flipping .......... 71
Evaluating / Financing the Fixer-Upper ........ 71
Event Experience Management CE Certificate: Cohort .............. 45
Event Management Business Prep .............. 45
Event Management Employment Prep ......... 45
Event Marketing ........................................... 45
Event Operation .......................................... 45
Event Staffing ............................................. 45
Evolution of the Universe from the Big Bang to Today .................. 56
Exploring the Amazon and Rainforest .......... 20

F
Fair Housing ............................................. 71
Fiction Writing .......................................... 83
Figure Drawing I ........................................ 12
File Management Skills ............................. 25
Film and Literature ..................................... 57
Financial Analysis and Management for Nonprofits .................. 63
Fingerspelling and Number Use in ASL ........ 78
Fizzy, Fun, Fabulous Drinks ...................... 20
Floral Arrangements for Home and Office .... 59
Food Certification Exam Retake ................. 46
Food Service Certification (ServSafe, National Restaurant Association) .............. 46
Food Service Recertification ....................... 46
Foundations of Digital Photography .......... 60
Free Mac OSX Crash Course ..................... 12
French—Advanced ................................... 80
French Conversation and Grammar Review # 4 ... 80
French I—Part 1 ........................................ 79
French I—Part 2 ........................................ 79
French II—Part 1 ....................................... 79
French II—Part 2 ....................................... 79
French III—Part 1 ..................................... 79
French IV—Part 1 ...................................... 79
French IV—Part 2 ..................................... 79
French—Just Enough ................................. 79
From Reconstruction to Reparations: The Matter of Black Lives in America (c. 1865–Present) .......... 54
Fundamentals of Acting ............................. 67
Fundamentals of Carpentry ....................... 16
Fundamentals of Electrical Wiring .............. 17
Fundamentals of Refrigeration ................... 17
Fun with Words—Memory Booster ............ 52
G
Gentle Water Fitness for Muscle Tone and Cardio .................. 61
Gentle Yoga for Mood and Strength .......... 61
Geography: A View of Our Changing World .... 56
Geriatric Nursing Assistant (GNA) Exam/Skills Preparation .................. 41
German Conversation and Grammar Review #1... 80
German I—Elementary .............................. 80
German II—Elementary ............................. 80
Getting the Most Out of Your iPhone .......... 53
Global Issues Through History, Literature, and Philosophy .................. 48
Global Music ............................................. 20
Grandparenting Skills .............................. 59
GRE/GMAT Test Preparation Math Fundamentals .................. 73
GRE Preparation ......................................... 73
H
Health and Safety Training ....................... 35
Healthcare Access and Registration Professional Program .................. 40
Health Care Insurance for Retirement ......... 68
Heating Systems ........................................ 17
Hebrew II—Part 2 ...................................... 80
Hebrew III—Part 2 ..................................... 80
Hebrew V—Part 1 ...................................... 80
History of Jazz ............................................ 66
History of Modern Israel ......................... 54
Home Improvement License Law and Business Basics .................. 38
Home Inspection Cont. Ed. Part I ............... 38
Home Inspection Cont. Ed. Part II ............... 38
Home Inspection: Make It Your Business .... 38
Hospital-Based Certified Nursing Assistant Classroom and Laboratory .............. 41
Hospital-Based Certified Nursing Assistant (CNA) Clinical .................. 42
How Montgomery College Can Help You with Employment and Job Training .......... 53
How the Office of the President Has Changed .......... 54
How to Be Organized and Efficient at Work and Home .................. 53
How to Decipher Paintings: Artists of Renaissance Venice .................. 51
How to Decipher Paintings II ...................... 51
How to Paint Like an Impressionist .......... 49
How to Publish Your Book ....................... 83
Alternative Certification for Effective Teachers  
An MC/MCPS Partnership Program

Earn your certification to teach in MCPS in only five months through the ACET Program.

You should apply if you:

• Desire to teach at the middle school or high school level in a high-demand discipline
• Have a Bachelor’s degree or higher
• Earned a 2.75 GPA or higher
• Have completed Maryland State testing requirements for your subject area

For more information, contact Debra Poese
Director, School of Education, Montgomery College
debra.poese@montgomerycollege.edu
or go to
www.montgomerycollege.edu/wdce/acet/acet.html

The ACET program is a Maryland Approved Alternative Preparation Program
WDCE Winter/Spring 2020 Schedule

Maximizing Social Security Benefits ........................ 68
MCPS Driver Education ....................................... 75
MCSA: Windows Server 2016 Certification ............ 28
Media Appreciation ........................................... 8,65
Medication Administration Training ...................... 35
Medicine Aide Update ......................................... 39
Meditation Practices—Heart, Brain, Body Connections ......................................................... 52
Meditation Practices—Heart, Brain, Body Connections—Continued ........................................ 52
Meetings, Conferences & Protocols ......................... 45
Microsoft Azure—Introduction .............................. 27
Microsoft SharePoint for Site Administrators .......... 32
Microsoft Word and Excel Foundation Series ....... 24
Mind Mapping: Putting it Together ........................ 83
Mobile Phone Photography .................................. 15
Modern Dance I .................................................. 65
Modern Dance II .................................................. 65
Modern Egypt: From the Urabi Revolt to the Arab Spring ................................................................. 49
Money Management: Let's Save! ............................ 21
Money Matters for Millennials ............................ 59
Motorcycle Retest ................................................. 76
MREC Agency-Residential ................................... 71
MREC Required Supervision ................................ 71
MS Access—Level I .............................................. 24
MS Access—Level II .............................................. 24
MS Excel—Level I .................................................. 25
MS Excel—Level II ................................................ 25
MS Excel—Level III ............................................. 25
MS Outlook ......................................................... 25
MS Project—Intermediate/Advanced ...................... 26
MS Project—Introduction ..................................... 26
MS SQL Server Administration I ......................... 31
MS SQL Server Administration II ....................... 31
Multiculturalism in ECE Settings ......................... 35
Music Production for the iPad ............................. 67
Nail Technician I .................................................. 34
Nail Technician II .................................................. 34
Narrative Writing ................................................. 83
National Apartment Leasing Professional Certification-Accelerated Learning Program (NALP-ALP) .......................... 72
National Apartment Leasing Professional Certification-Industry Professionals ............................ 72
National Electrical Code ........................................ 17
Natural Hair Care Education Certificate (Continuing Education) ......................................................... 34
Network+ Certification Training and Exam Prep .... 28
Networking Basics ................................................ 25
Networking Fundamentals .................................... 28
Nonprofit Fundraising and Development ............... 63
Nonprofit Leadership Boot Camp ......................... 64
Nonprofit Marketing and Communications .......... 64
Novellas: Short Fiction with Pop ............................ 57
Nurse Refresher Classroom .................................. 42
Nurse Refresher Course—Online ........................... 43
Nursing Lab ........................................................ 43
Nursing Refresher: Clinical .................................. 43
O
Oil Painting: Intermediate .................................. 14
Oils and Acrylics—Introduction ........................... 50
Opera Masterpieces .......................................... 58
Oracle Database Administrator Certified Associate .......................................................... 31
Oracle Database: Introduction to SQL ................. 31
Orchids: How to Grow and Bloom ........................ 56
Our Endangered World ........................................ 21
Painting: Beginning Watercolor .......................... 14
Painting I ........................................................... 14
Painting II ........................................................... 14
Painting: Intermediate Watercolor ....................... 14
Paintings and Private Lives of the Impressionists .... 51
Paint Party ........................................................ 21
Paper Crafts ...................................................... 10
Paths to a Fulfilling and Successful Retirement . 59
Path to A Healthy and Vibrant Life: A Six-Week Personal Wellness Journey ............................... 52
PC Repair Introduction ........................................ 22
Performance Production ...................................... 68
Persian Vocal Music ............................................ 67
Personal Fitness I ............................................... 61
Pet First Aid and CPR ......................................... 7
Pharmacy Technician Certification ....................... 40
Phlebotomy Technician ........................................ 40
Phlebotomy Technician—Clinical Internship ........ 40
Photoshop I ....................................................... 13
Photoshop II ....................................................... 13
Phlebotomy CPR .................................................. 22
Phlebotomy—Online ........................................... 22
Photography for Marriage .................................. 16
Photography for Work ....................................... 16
Photojournalism ................................................ 16
Photojournalism: Intermediate ............................ 16
Photojournalism: Online .................................... 16
Photojournalism: Online with Workshop ......... 16
Photography: Intermediate .................................. 16
Photography: Online .......................................... 16
Photography: Online with Workshop ............. 16
Photoshop .......................................................... 13
Photoshop III ...................................................... 13
Photoshop IV ....................................................... 13
INDEX

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
INDEX

Physical Therapy and Occupational Therapy Training .......................... 40
Piano Conversations: Great Masters of Vienna .............................. 58
Piano: Introductory Group ...................................................... 67
Piano: Level 2 Group ........................................................... 67
Placement Test Preparation—Math ............................................. 73
Placement Test Preparation—Reading ........................................ 73
Placement Test Preparation—Writing ........................................ 73
Planificación de currículos para centros de cuidado infantil .................................................. 36
Planning Curricula for Child Care .............................................. 35
Power BI—Introduction ........................................................ 31
Praxis Core Math Fundamentals Review ..................................... 73
Praxis Core Preparation ........................................................ 73
Pre-algebra/Algebra Fast Track ............................................... 74
Preparacion para el examen de “Home Improvement” .................... 47
Preparación para emergencias .................................................. 37
Preparación para la credencial de desarrollo infantil ..................... 36
Prescription Drugs: How Medication is Developed, Approved, and Released to Market ..................... 56
Presidential Election 2020 ....................................................... 55
President Putin’s Regime—Putinism Autocracy .......................... 55
Printmaking: Lithography ....................................................... 15
Probate in Maryland: An Overview for Executors-To-Be ............. 68
Professional Dog Grooming—Module I ..................................... 7
Professional Dog Grooming—Module II ................................... 7
Professional Dog Grooming—Module III ................................... 7
Programming Fundamentals ................................................... 32
Program Performance Measurement & Evaluation for Nonprofits .................................................................. 64
Project Management Fundamentals ......................................... 70
Project Management Professional (PMP)® Certification Prep ......... 70
Pronunciation for Advanced Beginning and Intermediate Students .......................................................... 5
Protecting Your Hard Earned Money ....................................... 68
Puppet Mania ........................................................................... 21
Python for IT Professionals ..................................................... 31
Python Programming—Level I ................................................ 32
Python Programming—Level II ............................................... 32
QuickBooks—Level I .............................................................. 26
QuickBooks—Level II .............................................................. 26
QuickBooks—Level III ............................................................ 26
Quilting for Beginners ............................................................. 50
Reading and Vocabulary Building I .......................................... 21
Reading and Vocabulary Building II ........................................ 22
Reading and Writing 1 ............................................................ 5
Reading and Writing 2 ............................................................ 5
Reading and Writing 3 ............................................................ 5
Reading and Writing 4 ............................................................ 5
Reading and Writing 5 ............................................................ 6
Reading for Fun and Facts: Misty of Chincoteague ...................... 19
Real Estate: Appraisal Standards and Ethics ............................... 71
Real Estate Basic Principles Retests ......................................... 72
Real Estate Legislative Update ................................................ 71
Real Estate: PSI Exam Review ................................................. 71
Rental, Rentals, and Landlords ................................................ 72
Re-Reading Masterpieces ....................................................... 57
Residential Electrical Wiring ................................................... 17
Responsive Web Design—RWD .............................................. 34
Restarting Your Writing: How to Get Productive Again ............... 83
Retirement Distribution Strategies ......................................... 60
Retirement Planning Today ..................................................... 69
RN Case Manager/Delegating Nurse Training for Assisted Living ...................................................... 43
Rock ‘N Write ................................................................. 21
Russia: History and Culture 1917-1992 ................................... 55
Russia: History and Culture during Romanov’s Dynasty .......... 55
Safety Skills for Independent Living ......................................... 21
Salesforce Administrator Training .......................................... 32
Salesforce Developer Training ................................................. 32
Salud e higiene en escuelas infantiles .................................... 37
SAT Preparation ................................................................. 44
Sculpting with Clay and Paper-mache ...................................... 19
Sculpture I ............................................................................. 16
Security+ Certification Training and Exam Prep ....................... 29
Serigraphy ............................................................................. 15
Sewing: Introduction ............................................................. 10
SHRM Essentials® of Human Resources ................................. 62
SDS/SBS Prevention ................................................................ 36
Sing, Dance and Make Music .................................................. 21
Six Sigma Greenbelt Professional ........................................... 63
Small Business I Tax Course .................................................. 46
Smartphone Video Production ............................................... 15
Solar PV Design and Installation ............................................. 18
So You Want to Fly an Airplane? ............................................ 74
Spanish Conversation—Advanced .......................................... 82
Spanish Conversation and Grammar Review—Part 1 ............... 82
Spanish Conversation and Grammar Review—Part 2 ............... 82
Spanish Conversation and Grammar Review—Part 3 ............... 82
Spanish Conversation and Grammar Review—Part 4 ............... 82
Spanish I—Part 1 ................................................................. 81
Spanish II—Part 1 ............................................................... 81
Spanish II—Part 2 ............................................................... 82
Spanish III—Part 1 ............................................................... 82
Spanish III—Part 2 ............................................................... 82
Special Topics in Photography: Exploring Light .......................... 15
Split for Power Users ............................................................. 29
Sports and Games You Grew Up With .................................... 21
Stage Lighting for the Performing Arts .................................... 68
Stained Glass: Intermediate .................................................. 10
Stained Glass: Introduction .................................................... 10
Stand-up Comedy: Introduction ............................................. 68
Step by Step Guide to Self-Publish with Amazon ....................... 31
Stocks: An In-Depth Look ..................................................... 69
Stocks, Bonds, Mutual Funds, and ETFs Explained .................... 69
Stories Through Art ............................................................. 22
Storytelling with Data .......................................................... 31
Street Photography .............................................................. 60
Strength Training and Conditioning for Health and Fitness ....... 61
Studio Painting: Independent Studies in Oil Painting ................. 14
Successful Aging in Place: Assistive Technology for Increasing Independence in the Home ............ 59
Survey of African Art ........................................................... 9
T
T’ai Chi for Physical and Mental Well-being ............................. 61
TEAS English Prep ............................................................... 44
TEAS Math Prep ................................................................. 44
TEAS Reading Prep ............................................................... 44
TEAS Science Prep ............................................................... 44
Tech Transfer, Innovation Introduction ..................................... 37
Tennis for Physical and Mental Wellness .................................. 61
The 5 Essential Skills to Find or Create Your Own Opportunities ...................................................... 83
The Art Doll: Costumes and Accessories ................................. 10
The Art of Looking Workshop ................................................ 9
The Art of Sketching ............................................................. 50
The Brain and Art ............................................................... 50
The City We Knew: Life and Times in New York ......................... 49
The Colorado Plateau ............................................................ 49
The Crusades: Knights Templar Rise and Fall .......................... 55
The History of Shakespeare Movies and Plays ......................... 22
The History of Television in the United States Prior to the Advent of Cable .............................................. 55
The Kingdom of Saudi Arabia ................................................ 49
The Kingdom of Saudi Arabia ................................................ 49
The Nabis Artists: From Impressionism to Modernism .............. 51
The Orchestra: From Page to Stage ........................................ 58
The Origins of Humans and Society in Stories, Storytelling and Philosophy .............................................. 57
The Short Story ................................................................. 57
The SHRM Learning System for SHRM-CP™ and SHRM-SCP™ Certification Preparation Course ........... 62
The Victorian Age .............................................................. 55
The Wonders and Mysteries of Romanesque and Gothic Architecture & Art .............................................. 51
The World of Chess for Mental Fitness .................................... 52
Three-Dimensional Design ..................................................... 16

240-567-5188 www.montgomerycollege.edu/wdce
See page 95 for textbook information. See page 96 for room information.
## JAPAN

**Globalization and Japan: Traditions and Contemporary Culture and Society**  
**May 19–28, 2020**

Study abroad trip includes:

- **Tokyo:** Including Harajuku, Akihabara, the Meiji Shrine, Shinjuku, and Shibuya.

- **Nihon University (Tokyo):** One of Tokyo’s largest private universities. This is home to the renowned Population Research Institute and other world-class institutes. Dr. Tsukada, a Nihon professor, will provide a special lecture.

- **Kyoto:** Considered the most photogenic city in the world. The coexistence of modern and ancient Japan is stunning.

- **Nara:** The ancient capital of Japan from 710 to 794. Along with visiting historic temples, Nara’s neighborhoods will be explored.

- **Miyama:** A rural historic preservation village of traditional thatched roof houses. A restored dwelling displays the lifestyles of the past.

For additional details, please visit:  
[www.montgomerycollege.edu/studyabroad](http://www.montgomerycollege.edu/studyabroad)  
or e-mail Gregory.Malveaux@montgomerycollege.edu.

---

**Montgomery College now offers UGotClass!**

*Skills for the 21st Century*

Online certificates and courses in:  
- **Business**  
- **Business Communication**  
- **Career Skills**  
- **Health**  
- **Human Resources**  
- **Leadership Management**  
- **New Media Marketing**  
- **Social Media for Business**  
- **Courses for Parents Training and Education**  
- **Training for K12 Teachers**

For more information, please visit: [www.montgomerycollege.edu/wdce/noncredit-online-courses/](http://www.montgomerycollege.edu/wdce/noncredit-online-courses/)
Academic Programs & Courses
Inspiring, Engaging, and Relevant

Montgomery College offers more than 130 programs of study to enable you to achieve your goals. Our academic programs are designed to engage, inspire, and empower you to move forward. Are you a high school student looking to fulfill your early promise, or a high school graduate taking the next step? Are you an adult student looking to master a new discipline, or continue your training and grow your skill set in a specific field? Whether you are a transfer student or an international student, a military service member or senior student, MC has the program for you. Find out more about Montgomery College’s Academic Affairs Division.

* General Studies: a flexible degree path emphasizing transfer in one of four academic cores: Humanities, Arts, Communications, and Languages (HACL); Science, Technology, Engineering, and Math (STEM); Social Sciences, Administration, and Health (SSAH); or Integrated Studies (INTG)

Special Programs
Montgomery College is home to several special programs designed to enhance our students’ learning experiences and better prepare them to enter a career or obtain a bachelor’s degree.

- The Achieving Collegiate Excellence and Success (ACES) targets Montgomery County high school students and guides them through completion of a four-year degree.
- The American English Language Program prepares non-native speakers of English for successful college work in the United States.
- The Global Humanities Institute brings the world into our classrooms and helps prepare students for the global economy.
- The Gudelsky Institute for Technical Education prepares students for careers in automotive technology, building and construction, computer publishing, and other technical fields.
- The Health Sciences Institute prepares students for various health care careers, from diagnostic medical sonography to surgical technology.
- The Hillman Entrepreneurs Program supports and develops aspiring entrepreneurs, leaders, and scholars.
- The International Education and Study Abroad Program provides opportunities to study in other countries.
- The Paul Peck Humanities Institute facilitates internships at the Library of Congress, Smithsonian Institution, and United States Holocaust Memorial Museum.
- The School of Art + Design provides a portfolio-intensive, art school experience designed to transfer to premier art colleges.

For more information on Montgomery College and what WE have to offer, visit:
www.montgomerycollege.edu

Providing Opportunities,
Empowering You to Succeed

Montgomery College provides a wealth of opportunities that empower you to move forward and achieve the skills you need to become successful—both academically and in life.
Classes marked with this symbol ▼ are co-listed. They are offered so that students may register either for credit or 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.

Students must be 16 or older, or have permission of the program area by the start date of class, in order to participate. Call 240-567-5188 for more information.

Each person associated with the College who parks a vehicle on any Campus of the College or any property owned, leased, maintained, or operated by the College must register the vehicle regardless of its ownership. Students, faculty, staff and visitors must abide by college traffic regulations. The College reserves the right to issue a citation or tow, at the owner’s risk and expense, any unregistered vehicle parked in violation.

Instructions for Parking Permits:
Students parking a vehicle on any Campus of the College (Rockville, Germantown and Takoma Park/Silver Spring) while attending a program will receive a temporary (15 day) parking permit with their class confirmation materials. If you register via the web, your printed confirmation or registration history will serve as a parking permit until you can print out the WD&CE Student Temporary Parking Permit. The parking permit is free to students but you must register your vehicle.

All Students registered for WD&CE classes spanning greater than 15 days from start to end date MUST obtain a parking permit following steps 1 to 4 below.
1. In order to obtain the permit, students need to log into MyMC the day after they register for the class.
2. Click on the “Order MY Parking Permit/Pay Parking fines” link on the “MyMC Quick Links” tab.
3. Put in the start date and the end date of your class(es).
4. Print the permit.
Be sure to click the print link on the confirmation page as the permit will not be mailed.

Information about vehicle registration and parking, and how to pay or appeal a citation is available at www.montgomerycollege.edu/parking. The Montgomery College Motor Vehicle Regulations are available at www.montgomerycollege.edu/verified.

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 (ADAA) 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 six weeks prior to the start of the classes to ensure timely services. If necessary and appropriate, students may register for courses or activities prior to or while going through the support processes but are expected to comply with required deadlines to ensure that appropriate accommodations can be secured.

Any student who may need assistance in the event of an emergency evacuation must identify to Disability Support Services; guidelines for emergency evacuations are at: www.montgomerycollege.edu/dss/evacprocedures.htm

Under provisions of the Americans with Disabilities Act, this material is available in alternative formats by contacting the Disability Support Services Office at 240-567-4118.

A Sorenson Video Relay Service with a large monitor is available in the Rockville, Takoma Park/Silver Spring and Germantown Campus libraries.

Montgomery College Motor Vehicle Regulations are available at www.montgomerycollege.edu/verified.

In the event of an emergency evacuation, students must immediately evacuate the building. Students, faculty, and staff are responsible for taking care of students with disabilities, including students with life-threatening medical conditions. Emergency evacuation information is available in the Student Handbook, the faculty handbook and the employee handbook.

In the event of an emergency evacuation, students must immediately evacuate the building. Students, faculty, and staff are responsible for taking care of students with disabilities, including students with life-threatening medical conditions. Emergency evacuation information is available in the Student Handbook, the faculty handbook and the employee handbook.

Montgomery College Motor Vehicle Regulations are available at www.montgomerycollege.edu/verified.

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.

Montgomery College is an academic institution that is committed to equal opportunity and fostering diversity among its student body, faculty and staff. Inquiries regarding Montgomery College’s nondiscrimination compliance policies and procedures may be directed to Dr. Brenda Williams, Director of Employee & Labor Relations, Workforce Diversity and Inclusion, 240-567-5367.
Course Title: Computer Basics

Course Description: Learn basic computer operations and how to use web browsers. Prerequisite: Keyboarding skills. Introduction to Keyboarding can be taken concurrently with Computer Basics. You must purchase textbook(s)/materials and bring them to the first class. TWA Tuition Waiver Applies. NMR Non-Md. resident.

Course Number: ITI422
Course Hours: 12 Hours

Course Tuition and Fees: $69 + $117 fee = $186; NMR add $120

Course Location: Rockville Campus

CRN #: 34435
# of Sessions: 4 Sessions
Day(s) of week course meets: M, W
Date(s) course meets: 2/10-2/19
Time Course Meets: 9:30 a.m.-12 p.m.

Room Numbers
Room numbers will be printed on your registration receipt for classes held on our Campuses. Please be sure to keep the receipt for your records. Room numbers can also be found online.

Key to Codes
- Colisted
- Tuition Installment Plan
- VA-Approved
- TWA Tuition Waiver Applies
- NMR Non-Md. resident

 WDCE's online schedule located at http://aceitoc.montgomerycollege.edu/course/CourseSearch.aspx is updated nightly. In the case of conflicts between the printed catalog or other versions of the catalog, the material on the online page shall control.

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

www.facebook.com/mcwdce
REGISTRATION OPTIONS

Regardless of which registration option you select, registrants will be enrolled in the order that registration and payments are received (to avoid disappointment, register early); payment is required at the time of registration. All students must register prior to attending the first class.

PAYMENTS

Payment MUST be made IN FULL at the time of registration to avoid being deleted from the course. Complete information is required to process all registrations and payments. Further instructions for WEB, FAX, or MAIL-IN payments can be found at: cms.montgomerycollege.edu/wdce/registration.html.

Registration will not be processed without appropriate payment.

Option 1: In-Person Registration

A completed form with payment may be submitted in person at any of these Montgomery College Campus registration areas:

Gaithersburg Business Training Center
Room 400
8:30 a.m.–9 p.m. (M–R) • 8:30 a.m.–5 p.m. (F) 8:30 a.m.–4 p.m. (S)

Germantown Campus
Humanities and Social Sciences Building
Room 241 and/or 243
8:30 a.m.–4 p.m. (M–F)

Rockville Campus
220 Campus Center
8 a.m.–7 p.m. (M–R) • 8 a.m.–5 p.m. (F) 8:30 a.m.–12 p.m. (S)

Takoma Park/Silver Spring Campus
230 CF, Customer Service
8:30 a.m.–5 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 student or a returning student.

Option 3: Mail Registration

A. Send completed form with payment for total due to Montgomery College, WDCE, 51 Mannakee St., Rockville, MD 20850.
B. APPE students MUST register at Customer Service locations in Rockville, Wheaton, Gaithersburg, Takoma Park, or Germantown.

Option 4: Fax Registration

A. Fax completed form with payment information to WD&CE at 240-567-1877.
B. APPE students MUST register at Customer Service locations in Rockville, Wheaton, Gaithersburg, Takoma Park, or Germantown.

REGISTRATION OPTIONS AND INFORMATION

RECON TRICY 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.

TUITION INSTALLMENT PLAN (TIP)

The TIP may allow students to pay registration charges in several payments; some restrictions apply. Each term is independent and must be enrolled in separately. A nonrefundable fee is required to participate in TIP. Students must register online during the TIP enrollment period prior to the close date indicated for each plan. Only courses with a ▲ have a tuition installment plan available. For more information go to cms.montgomerycollege.edu/wdce/registration.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.

NOilibility Waiver: Please go to montgomerycollege.edu/wdce/registerdisibilitywaiver.html for information.

National Guard Tuition Waiver: If you are currently a member of the Maryland National Guard and are enlisted for at least a 24-month period, you are eligible for a 50 percent tuition waiver. You must submit proof of such from the adjutant general’s office.

VA-Approved Course: Courses indicated with this ▲ symbol are approved for VA educational benefits under Title 38, U.S.C., Section 3676. (Post 9/11 GI Bill). For more information, visit http://cms.montgomerycollege.edu/wdce/register/vabenefits.html.

Questions?
Call 240-567-5188.

<table>
<thead>
<tr>
<th>Payment Options</th>
<th>Credit or Debit Card</th>
<th>Check</th>
<th>Money Order</th>
<th>Cash (See note above)**</th>
</tr>
</thead>
<tbody>
<tr>
<td>Option 1: In Person</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Option 2: Online</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Option 3: Mail</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Option 4: Fax</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>
REGISTRATION FORM
WORKFORCE DEVELOPMENT AND CONTINUING EDUCATION

All information is required. Incomplete forms will be returned to the student unprocessed. For registration assistance call 240-567-5188.
FAX completed registration form with credit card information to 240-567-1877 or 240-567-5615 or 240-567-7937.
Mail completed registration form with payment to WD/CE Registration, 51 Mannakee Street, CC 220, Rockville, MD 20850.

Please Print Clearly

College ID Number: M 2

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

Phone

Home Work Phone

Cell

Have you attended MC before? □ Yes  □ No

ETHNICITY: Choose one. (Disclosure not mandatory by Montgomery College, but is required by the U.S. Department of Education.)
□ Not Hispanic or Latino □ Hispanic or Latino

RACE: Choose all that apply, you may choose more than one. (Disclosure not mandatory by Montgomery College, but is required by the U.S. Department of Education.)
□ American Indian or Alaskan Native □ Asian □ Black or African American □ Native Hawaiian and other Pacific Islander □ White

□ U.S. Citizen □ Permanent Resident (Circle one: Green Card / Working Card) □ Other Immigration Status (Used for tuition-setting purposes only)

CHECK ALL THAT APPLY:
□ I have been a Maryland resident [as defined in the Montgomery College Catalog] for at least three months.
□ I am 60 years of age or older. (Applicable to designated tuition waiver courses for Maryland residents only)
□ I am a Maryland National Guard member enlisted for at least a 24 month period and submitting proof of such from the adjutant general’s office.

CRN # Course # Course Title Start Date Tuition Course Fee Non-Md. Fee Course Total

Code: GT

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.

I certify that the information on this registration is correct and complete. I am aware of and will adhere to College policies as published in the Student Handbook.
I understand that non-attendance and/or failure to file all registration changes in writing with the Admissions and Records Office does not relieve me of responsibility for tuition and fee charges incurred. I agree to abide by the policies and procedures of the College, including without limitation, the Student Code of Conduct and any payment liabilities. I hold the College harmless for any errors I have made that may affect a request for a subsequent refund or academic appeal.

Student Signature Required Date

Please indicate payment by: □ Check (payable to Montgomery College) Credit card: □ MasterCard □ VISA □ Discover

Credit Card Information: Expiration date on card

Credit Card Number

Name on Card

Card holder signature required Date

NOTE: Credit card information will be detached and disposed of promptly and properly after payment is approved.
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 & Continuing Education unit as one of the leading providers of continuing education programs in North America.

WANT TO KNOW MORE ABOUT BECOMING A TEACHER?

Then enroll in Teaching as a Profession (Course #: PRD566)

Get a great overview of the teaching profession:

- Rewards and challenges of teaching
- Basic teaching methodologies
- Specifics on career and certification options
- 10–15 hours of classroom observations at an assigned Montgomery County Public School location

This is a hybrid course that includes instruction both online and face-to-face.

Students are expected to complete 10–15 hours of classroom observations at an assigned school in Montgomery County Public Schools.

Cost: $268.50 (tuition plus fees) for Montgomery County Residents.

For more information contact the School of Education at 240-567-1757 or visit: https://www.montgomerycollege.edu/wdce/job-skills
Workforce Development and Continuing Education
Schedule of Noncredit Classes
Winter/Spring 2020

Job Skills, Career Paths, Licensure, and Certifications

Looking for job skills and/or a career path?
Find classes or a series of classes which can help you prepare for a career, professional license, or certification in your chosen field.

Our Career Preparation and Training Resource Guide lists, in detail, many of the opportunities that Montgomery College, Workforce Development & Continuing Education has to offer.

For more details, visit: https://www.montgomerycollege.edu/wdce/job-skills