What Is Workforce Development and Continuing Education (WDCE)?

The Workforce Development and Continuing Education (WDCE) programs at Montgomery College provide a wide range of noncredit and credit educational offerings and services designed to meet the needs of county residents and businesses. Individuals in career transitions, those reentering the workforce, and those maintaining current technical skills, as well as those seeking lifelong education enrichment experiences, are among the 25,000 students each year. High-quality noncredit courses are available in numerous program areas including information technology, small business and management, technical training, certification and licensure preparation, financial planning, real estate, early childhood education, health sciences, professional development, writing, English as a Second Language, human resources, supervision, and more. Special programs are available for older adults, adults with developmental disabilities, and Spanish speakers. Course offerings change continuously to reflect the ever-changing needs of the businesses and communities we serve. As you peruse the programs and services in this publication, we’re sure you’ll find a wide variety of offerings suited to you.

In addition to classes for individuals, we contract with many businesses and government agencies to provide customized training for their employees. These classes are held at places of employment or can be offered at WDCE sites throughout the county.

About Our Students

When you enroll in one of our Workforce Development and Continuing Education courses, you will be joining more than 25,000 people who have attended our programs during the past year. These people come from diverse backgrounds but have one thing in common: the desire to learn new things. Although the median age of our students is 40, many of our students are young or older adults. Students come from all corners of the community, regardless of age and educational experience.

About Our Faculty

Our faculty are carefully screened professionals with expertise in their fields. Some are drawn from the College’s credit faculty. Instructors are hand-picked for their teaching skills, professional knowledge, and talent, ensuring our reputation as a provider of high-quality courses.

Where to Find Us

Classes are held on the Germantown, Rockville, or Takoma Park/Silver Spring Campuses at Montgomery College and two satellite Campuses—Westfield South in Wheaton and the Gaithersburg Business Training Center in Olde Towne Gaithersburg. Additional off-campus locations have been selected for convenience, amenities, and suitability for instruction. Classes meet at more than 40 locations countywide, including on site at places of employment.

Open to All

Montgomery College is committed to equal employment opportunity that assures access, equity, and diversity. Further, the College is committed to providing an environment in which all persons are provided the opportunity for employment, participation in academic programs, and/or other college activities free from discrimination, any form of harassment as prohibited by federal regulations and state law, and sexual assault.

National Recognition

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

What's Happening

Fall 2020

Fall 2020 semester classes will be offered online in either a distance learning or a structured-remote work learning format. This is Phase 1 of the phased approach outlined in the Fall 2020 Schedule Transition Plan. Decisions to move into future phases will depend on state and county guidelines. See full details of the plan and the phases, including resources for students, employees, and the community, at MC Resilient: www.montgomerycollege.edu/resilient-mc/index.html.

Distance Learning online classes will be taught fully online for the entire semester. Structured-remote classes will meet online at the designated times. Structured-remote classes allow the ability to transition to in-person formats as conditions allow or to scale back if conditions worsen after a period of improvement. Structured remote means that classes will meet at the scheduled times, but remotely. Students should expect to be present online at the times posted in the schedule and to be prepared to attend structured-remote classes in person as conditions allow.

Registration for Fall 2020 Classes

Due to COVID-19, face-to-face registrations are not available until the restrictions are lifted.

Registration options:

Online: Please visit the link below for Registration Information: www.montgomerycollege.edu/wdce/registerops.html

For assistance with online registration, please contact Customer Service 240-567-5188

Fax: Please fax completed registration form to 240-567-1877

Mail-In: Montgomery College Workforce Development and Continuing Education 51 Mannakee Street, Campus Center Room 220 Rockville, Md 20850-1195

(See more registration information on page 108)
Montgomery College Industry Certification Preparation Programs

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

**Business and Professional**

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

**Education**

- Alternate Certification for Effective Teachers (ACET)
- Child Care
- Child Development Associate (CDA)

**Health Care**

- Basic Cardiac Life Support for Healthcare Providers
- Basic First Aid
- Certified Medical Assistant (CMA)
- Certified Nursing Assistant (CNA)
- CPR, AED and 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*
- 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 Record Keeping Rule
- Principles of Occupational Safety and Health (POSH)

**Technical**

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

**Transportation**

- 6 Hour MVA Behind the Wheel Course
- CDL Learner's Permit Prep
- Driver's Education/Non-CDL
- Driver's Education/Non-CDL with Additional Supports
- Learner's Permit Prep
- Motorcycle Safety

* Credit Program
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Key to Codes

TWA ............................................................. Senior Tuition Waiver Applies
NMR .......................................................... Non-Maryland Resident
Colisted ...............................................................
TIP ............................................................. Tuition Installment Plan
VAA ............................................................. VA-Approved

See General Information for details.

Contact WDCE

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

Registration information ................................................................. wdce@montgomerycollege.edu ........................................ 240-567-5188
Fax ........................................................................................................ 240-567-7937
Web ...................................................................................................... montgomerycollege.edu/wdce

Montgomery College credit courses .............................................. 240-567-5000
Off-Campus Credit/Assessment of Prior Learning ....................... 240-567-3820
Adult Literacy and GED® Test Prep ................................................... GED@montgomerycollege.edu ........................................... 240-567-8950
Advanced Placement Institute .......................................................... apsi@montgomerycollege.edu .............................................. 240-567-3823
APPE (ESL) ........................................................................................... esl-rockville@montgomerycollege.edu ......................... 240-567-7262
Art + Design .......................................................................................... john.deamond@montgomerycollege.edu .............. 240-567-5806
Automotive .............................................................................................. mike.carretta@montgomerycollege.edu ......................... 240-567-4121
Building and Construction ................................................................. john.phillips@montgomerycollege.edu ......................... 240-567-7942

Challenge Program for Adults

with Developmental Disabilities ....................................................... jill.kephart@montgomerycollege.edu ........................................ 240-567-7720
CLEP ...................................................................................................... clep@montgomerycollege.edu ........................................... 240-567-1862
Coaching and Mediation ................................................................. transc.almonte@montgomerycollege.edu ......................... 240-567-3828
Computer Repair/A+ Certification ................................................... eric.jeffers@montgomerycollege.edu ......................... 240-567-7902
Computer Technology/ITI ................................................................. Maryann.Behme@montgomerycollege.edu ................. 240-567-5510
Cosmetology ........................................................................................ stacey.freemangottfried@montgomerycollege.edu . 240-567-2549
Early Childhood Education ............................................................... nelida.andres@montgomerycollege.edu ................. 240-567-3827
Adult ESOL ............................................................................................. esol@montgomerycollege.edu ........................................ 240-567-8950

English for Occupational Purposes (ESL) ........................................ tiffany.shao@montgomerycollege.edu ....................... 240-567-7913
Entrepreneurship ............................................................................... sbel@montgomerycollege.edu ........................................ 240-567-2592
Event Management ........................................................................... hospitalitywdce@montgomerycollege.edu ............ 240-567-2592
Food Safety ............................................................................................ hospitalitywdce@montgomerycollege.edu ............ 240-567-3823
Health Sciences Institute .................................................................... lisa.bouknight@montgomerycollege.edu ................ 240-567-5507
Hospitality ............................................................................................. hospitalitywdce@montgomerycollege.edu ............ 240-567-2592
Human Resources ............................................................................... transc.almonte@montgomerycollege.edu ..................... 240-567-3828
Income Tax ............................................................................................. stacey.freemangottfried@montgomerycollege.edu . 240-567-2549
Instituto Hispano de Negocios y Entrenamiento ................................ institutohispano@montgomerycollege.edu ............ 240-567-5182

Interior Design ....................................................................................... chantal.vilar@montgomerycollege.edu .................... 240-567-1718
LEED AP (Green Business) ................................................................. sbel@montgomerycollege.edu ........................................ 240-567-2592
Life Sciences Leadership ................................................................. transc.almonte@montgomerycollege.edu ..................... 240-567-3828
Lifelong Learning Institute ............................................................... natasha.sacks@montgomerycollege.edu ................ 240-567-1828
Management and Supervision ......................................................... transc.almonte@montgomerycollege.edu ..................... 240-567-3828
Mediation/Conflict Management ..................................................... transc.almonte@montgomerycollege.edu ..................... 240-567-3828
National Apartment Leasing ............................................................. sbel@montgomerycollege.edu ........................................ 240-567-3823
Nonprofit Training Institute .............................................................. stacey.freemangottfried@montgomerycollege.edu . 240-567-2549
Online Courses/ed2go ................................................................. janet.lane@montgomerycollege.edu ....................................... 240-567-6938
Performing Arts .................................................................................. john.deamond@montgomerycollege.edu .............. 240-567-5806
Personal Finance ................................................................................. lynda.scharr@montgomerycollege.edu ..................... 240-567-7809
Pet Grooming ....................................................................................... tracy.singleton@montgomerycollege.edu .............. 240-567-2599

Professional/Career Development ................................................... natasha.sacks@montgomerycollege.edu ................ 240-567-1828
Project Management ......................................................................... transc.almonte@montgomerycollege.edu ..................... 240-567-3828
Real Estate ............................................................................................. sbel@montgomerycollege.edu ........................................ 240-567-2592
Safety Institute .................................................................................... sharon.maxwell@montgomerycollege.edu ................ 240-567-2592
Aviation ................................................................................................. sharon.maxwell@montgomerycollege.edu ................ 240-567-2592
CDL ........................................................................................................ sharon.maxwell@montgomerycollege.edu ................ 240-567-2592
Driver Education ............................................................................... alejandra.isaia-herrera@montgomerycollege.edu .... 240-567-1895
Motorcycle ............................................................................................ john.amoroso@montgomerycollege.edu ................ 240-567-3825
Public Safety .......................................................................................... sharon.maxwell@montgomerycollege.edu ................ 240-567-2592
SAT/ACT Prep. ...................................................................................... laura.weihrauch@montgomerycollege.edu ........... 240-567-1862
Small Business .................................................................................... sbel@montgomerycollege.edu ........................................ 240-567-2592
Test Preparation .................................................................................. laura.weihrauch@montgomerycollege.edu ........... 240-567-1862
Veterinary Asst. Training ................................................................. tracy.singleton@montgomerycollege.edu .............. 240-567-2599
Workforce Technologies .............................................................. eric.jeffers@montgomerycollege.edu ......................... 240-567-7902
World Languages ............................................................................... laura.weihrauch@montgomerycollege.edu ........... 240-567-1862
Writing ................................................................................................. tracy.singleton@montgomerycollege.edu .............. 240-567-2599
Youth Programs ................................................................................... sharon.wolfgang@montgomerycollege.edu .......... 240-567-7939

Contact WDCE

Fax .......................................................... 240-567-7937
American Pre-Academic and Professional ESL

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

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

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

How to Register for APPE/ESL Classes

Fall 2020—Special Instructions

All classes this fall will be taught remotely through Zoom, Blackboard and other online tools. Students must have a reliable internet service and a computer or mobile device from which they can access Zoom and other websites and send and receive documents (email). Until further notice, students will need to register and pay online. You must register and pay online at least one week before the class starts. Please go to our webpage for more detailed registration information or call Customer Service at 240-567-5188 for help. After your course begins, you may be moved to a different class if your teacher finds you are in the wrong level.

Our Contact Information:

• E-mail: ESL-Rockville@montgomerycollege.edu
• Phone: 240-567-5690
• Text message: 833-935-1929
• Our webpage: www.montgomerycollege.edu/wdce/esl
• Customer Service—for help with registering: 240-567-5188

Monday to Friday: 8:30 a.m. - 5 p.m.

Saturdays: 8:30 a.m. to noon

New Students

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

Returning Students

You can register online based on the recommendations from your instructor at the end of your last class. If you took this class more than one year ago, you need to contact us to see if you need to be retested.

You can only take a course three times. If you do not pass with a grade of A or B after three times, you cannot take it again without special permission. Please contact us if you have a question or need help with registering (see contact information above).

Degree-Seeking Students

If you took the Accuplacer-ESL (or the Montgomery College Remote ESL Placement test) and placed into Workforce Development & Continuing Education, call 240-567-5690 or email us at ESL-Rockville@montgomerycollege.edu. If you already have a Placement, you can register online—you do not need to contact us, but you can if you have a question. If you need help registering, please call us at 240-567-5188. If you are interested in the credit program, call 240-567-5000 for more information.

Disability Services

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

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

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

General Communication Courses

Communication Skills for English Language Learners 3

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

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

Structured Remote
CRN#: 24688 24 Sessions M W 9/9-12/2 12:30-2:30 p.m.
No class 11/25
CRN#: 24689 24 Sessions M W 9/9-12/2 7-9 p.m.
No class 11/25

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

Distance Learning
CRN#: 24637 10/1-12/15

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

Structured Remote
CRN#: 24693 24 Sessions M W 9/9-12/2 12:30-2:30 p.m.
No class 11/25
CRN#: 24694 24 Sessions M W 9/9-12/2 7-9 p.m.
No class 11/25

Structured Remote
CRN#: 24699 24 Sessions M W 9/9-12/2 12:30-2:30 p.m.
No class 11/25
CRN#: 24700 24 Sessions M W 9/9-12/2 7-9 p.m.
No class 11/25

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

Structured Remote
CRN#: 24699 24 Sessions M W 9/9-12/2 12:30-2:30 p.m.
No class 11/25
CRN#: 24700 24 Sessions M W 9/9-12/2 7-9 p.m.
No class 11/25

Course: ESL193
$370 + $70 fee = $440; NMR add $225

Structured Remote
CRN#: 24688 24 Sessions M W 9/9-12/2 12:30-2:30 p.m.
No class 11/25
CRN#: 24689 24 Sessions M W 9/9-12/2 7-9 p.m.
No class 11/25

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

Structured Remote
CRN#: 24693 24 Sessions M W 9/9-12/2 12:30-2:30 p.m.
No class 11/25
CRN#: 24694 24 Sessions M W 9/9-12/2 7-9 p.m.
No class 11/25

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

Structured Remote
CRN#: 24699 24 Sessions M W 9/9-12/2 12:30-2:30 p.m.
No class 11/25
CRN#: 24700 24 Sessions M W 9/9-12/2 7-9 p.m.
No class 11/25

Course: ESL193
$370 + $70 fee = $440; NMR add $225

Structured Remote
CRN#: 24688 24 Sessions M W 9/9-12/2 12:30-2:30 p.m.
No class 11/25
CRN#: 24689 24 Sessions M W 9/9-12/2 7-9 p.m.
No class 11/25

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

Structured Remote
CRN#: 24693 24 Sessions M W 9/9-12/2 12:30-2:30 p.m.
No class 11/25
CRN#: 24694 24 Sessions M W 9/9-12/2 7-9 p.m.
No class 11/25

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

Structured Remote
CRN#: 24699 24 Sessions M W 9/9-12/2 12:30-2:30 p.m.
No class 11/25
CRN#: 24700 24 Sessions M W 9/9-12/2 7-9 p.m.
No class 11/25

Course: ESL193
$370 + $70 fee = $440; NMR add $225

Structured Remote
CRN#: 24688 24 Sessions M W 9/9-12/2 12:30-2:30 p.m.
No class 11/25
CRN#: 24689 24 Sessions M W 9/9-12/2 7-9 p.m.
No class 11/25

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

Structured Remote
CRN#: 24693 24 Sessions M W 9/9-12/2 12:30-2:30 p.m.
No class 11/25
CRN#: 24694 24 Sessions M W 9/9-12/2 7-9 p.m.
Pre-Academic Courses

Reading and Writing 2
For high-beginning students who have already studied English and know some basic English vocabulary and grammar. Improve grammar knowledge, write paragraphs and read a book. This course is helpful if you are planning to take the Accuplacer ESL test. TWA
Course: ESL166
$520 + $90 fee = $610; NMR add $300
Structured Remote
CRN#: 24642 34 Sessions M T W R F 9/2-10/20 9:30-11:30 a.m.
No class 9/7
CRN#: 24647 27 Sessions T R 9/8-12/10 6:30-9 p.m.
Last class on 12/10 meets 6:30-9:30 p.m.
No class 11/26

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
Structured Remote
CRN#: 24648 34 Sessions M T W R F 9/2-10/20 9:30-11:30 a.m.
No class 9/7
CRN#: 24650 34 Sessions T R 9/8-12/10 9:30 a.m.-12 p.m.
Last class on 12/10 meets 9:30 a.m.-12:30 p.m.
No class 11/26
CRN#: 24655 27 Sessions T R 9/8-12/10 6:30-9 p.m.
Last class on 12/10 meets 6:30-9:30 p.m.
No class 11/26
CRN#: 24653 27 Sessions M W 9/9-12/14 6:30-9 p.m.
Last class on 12/14 meets 6:30-9:30 p.m.
No class 11/25
CRN#: 24656 34 Sessions M T W R F 10/26-12/15 9:30-11:30 a.m.
No class 11/25, 11/26, 11/27

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
Distance Learning
CRN#: 24660 10/1-12/15
Structured Remote
CRN#: 24659 34 Sessions M T W R F 9/2-10/20 9:30-11:30 a.m.
No class 9/7
CRN#: 24669 34 Sessions T R 9/8-12/10 9:30 a.m.-12 p.m.
Last class on 12/10 meets 9:30 a.m.-12:30 p.m.
No class 11/26
CRN#: 24667 27 Sessions T R 9/8-12/10 6:30-9 p.m.
Last class on 12/10 meets 6:30-9:30 p.m.
No class 11/26
CRN#: 24665 27 Sessions M W 9/9-12/14 6:30-9 p.m.
Last class on 12/14 meets 6:30-9:30 p.m.
No class 11/25
CRN#: 24668 34 Sessions M T W R F 10/26-12/15 9:30-11:30 a.m.
No class 11/25, 11/26, 11/27

Distance Learning Classes
Do you need a flexible schedule for your ESL class? Here are some classes that you can take online at whatever time works for you.

Pronunciation for Advanced Beginning and Intermediate Students
Course: ESL103 CRN#: 24637 10/1-12/15
Reading and Writing 4
Course: ESL176 CRN#: 24660 10/1-12/15
Reading and Writing 5
Course: ESL176 CRN#: 24660 10/1-12/15
Intermediate Writing 2
Course: ESL225 CRN#: 24720 10/1-12/15
TOEFL Preparation
Course: ESL217 CRN#: 25768 10/1-12/15

Reading and Writing 5
For intermediate students planning to study in U.S. colleges and universities. Improve your ability to express your ideas more clearly and accurately in writing. Practice by writing multi-paragraph compositions in response to readings and discussions. This course is helpful if you are planning to take the ESL Accuplacer test. TWA
Course: ESL223
$520 + $90 fee = $610; NMR add $300
Distance Learning
CRN#: 24706 10/1-12/15
Structured Remote
CRN#: 24705 34 Sessions M T W R F 9/2-10/20 9:30-11:30 a.m.
No class 9/7
CRN#: 24711 27 Sessions T R 9/8-12/10 9:30 a.m.-12 p.m.
Last class on 12/10 meets 9:30 a.m.-12:30 p.m.
No class 11/26,
CRN#: 24708 27 Sessions T R 9/8-12/10 6:30-9 p.m.
Last class on 12/10 meets 6:30-9:30 p.m.
No class 11/26
CRN#: 24709 34 Sessions M T W R F 10/26-12/15 9:30-11:30 a.m.
No class 11/25, 11/26, 11/27

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
Structured Remote
CRN#: 24687 20 Sessions T R 9/8-11/12 12:30-2:30 p.m.
CRN#: 24683 20 Sessions M W F 10/26-12/14 9:30-11:30 a.m.
No class 11/25, 11/27
Writing—Intermediate Writing
Learn to write and edit well-developed paragraphs. Review basic grammar and punctuation. This course is helpful if you are planning to take the Accuplacer ESL test. TWA
Course: ESL184
$370 + $70 fee = $440; NMR add $225
Structured Remote
CRN#: 24673 20 Sessions T R 9/8-11/12 12:30-2:30 p.m.
CRN#: 24675 20 Sessions M W 9/9-11/16 7-9 p.m.
CRN#: 24677 20 Sessions M W F 10/26-12/14 9:30-11:30 a.m.
No class 11/25, 11/27

Disciplined Writing
Review writing and essay. Introduction to writing a multi-paragraph essay. This course is helpful if you are planning to take the Accuplacer ESL test. TWA
Course: ESL219
$370 + $70 fee = $440; NMR add $225
Structured Remote
CRN#: 24703 20 Sessions T R 9/8-11/12 12:30-2:30 p.m.
CRN#: 24704 20 Sessions T R 9/8-11/12 7-9 p.m.

Advanced English
Discussing Issues in Depth
Read, analyze and discuss current cultural and social issues while building vocabulary. Learn how to express and support your opinion, to agree and disagree with opinions of others respectfully in English. TWA
Course: ESL219
$370 + $70 fee = $440; NMR add $225
Structured Remote
CRN#: 24673 20 Sessions T R 9/8-11/12 12:30-2:30 p.m.
CRN#: 24675 20 Sessions M W 9/9-11/16 7-9 p.m.
CRN#: 24677 20 Sessions M W F 10/26-12/14 9:30-11:30 a.m.
No class 11/25, 11/27

American Pre-Academic and Professional ESL—Animal Care and Veterinary Asst.

TOEFL Preparation
Prepare to take the TOEFL (Test of English as a Foreign Language). Practice TOEFL tests, become familiar with the format of the TOEFL iBT, and learn test-taking strategies specifically for the TOEFL. TWA
Course: ESL217
$520 + $90 fee = $610; NMR add $300
Distance Learning
CRN#: 25768 10/1-12/15

Animal Care and Veterinary Assistant
Animal Care

Animal Reiki I
This course will benefit you if you are new to Reiki or an experienced practitioner wanting to learn about working with animals. You will be introduced to Reiki, the Japanese healing system and the history of its founders. You will learn how you can perform Reiki sessions on animals with a focus on healing and balancing. TWA
Course: PET010
12 Hours
$50 + $100 fee = $150; NMR add $120
Gaithersburg Business Training Center
CRN#: 25009 4 Sessions T R 9/22-10/1 6:30-9:30 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#: 25008 5 Sessions M W 9/30-10/14 6:30-8:30 p.m.

Animal Reiki III
This course is designed to teach students advanced methods of using Reiki energy healing with animals, in continuation of the previous two level courses. You will learn healing after surgery or trauma, energy work for animals who have been abandoned, energy work for animals with emotional and behavioral problems, and also techniques for balancing ones 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#: 25010 5 Sessions M W 10/19-11/2 6:30-8:30 p.m.

Emergency Preparedness for Pets—Are You Ready?
Pets are family too. Do you have a plan for your pet in an emergency? Including pets in the emergency plan helps your family’s ability to respond to an emergency. In this course, students will learn how to make an emergency plan for their pet, how to prepare a shelter for their pet, and how to prepare a disaster kit for their pet in the case of an emergency.
Course: PET025
5 Hours
$45 + $35 fee = $80; NMR add $50
Gaithersburg Business Training Center
CRN#: 25032 2 Sessions M W 10/26-11/28 6:30-9 p.m.
Rockville Campus
CRN#: 25034 2 Sessions T R 12/8-12/10 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 + $45 fee = $90; NMR add $50
Gaithersburg Business Training Center
CRN#: 25004 2 Sessions  S
10/10-10/17 10 a.m.-12:30 p.m.

Professional Dog Grooming—Module I
This course is the first of four courses to prepare you to enter the professional dog grooming work force, 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, groomers relationship with area veterinarians, groomer/pet safety and grooming skills. (must have previous hands on interactions with dogs to do well in this course). Student must pass module I to move on to module II.

Course: PET021
24 Hours
$150 + $325 fee = $475; NMR add $225
Gaithersburg Business Training Center
CRN#: 25014 8 Sessions  M T W
9/8-9/23 6-9 p.m.
Fenton Building
CRN#: 25013 8 Sessions  M W R
9/9-9/24 6:30-9:30 p.m.

Professional Dog Grooming—Module II
This course is the second of four courses to prepare a student to enter the professional dog grooming work force. In this second 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.

Course: PET022
15 Hours
$150 + $275 fee = $425; NMR add $225
Gaithersburg Business Training Center
CRN#: 25016 5 Sessions  M T W
9/28-10/6 6-9 p.m.
Fenton Building
CRN#: 25015 5 Sessions  M W R
9/28-10/7 6:30-9:30 p.m.

Professional Dog Grooming—Module III
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. Students will begin to develop grooming skills, handling matted coats and double coats, proper brushing, hand stripping, shedding, and the proper use of shampoos. Students will learn the different names of particular grooms, how to identify lumps, bump, ear infections, skin irritations, nail trimming, and ear cleaning.

Course: PET023
30 Hours
$150 + $350 fee = $500; NMR add $250
Gaithersburg Business Training Center
CRN#: 25017 10 Sessions  M W R
10/12-11/2 6:30-9:30 p.m.
Fenton Building
CRN#: 25018 10 Sessions  M T W
10/12-11/2 6-9 p.m.

Professional Dog Grooming—Module IV
This course is the final course to prepare students to enter the work force of dog grooming. Whether you decide to work for yourself or someone else you will now have the skills to do so. In this fourth module of Professional Pet Grooming there will be a continuation of skills from Module I–III, as well as a hands on final exam. In order to complete the program student will be required to do 12 internship hours included in the module.

Course: PET024
36 Hours
$180 + $370 fee = $550; NMR add $250
Gaithersburg Business Training Center
CRN#: 25019 13 Sessions  M W R
11/9-12/10 6:30-9:30 p.m.
No class 11/26, 11/23, 11/24
Off Campus TBD
CRN#: 25023 12 Sessions  M W
11/9-12/9 6-9 p.m.
No class 11/23, 11/24, 11/25

Veterinary Assistant Training

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

Course: VET002
38 Hours
$198 + $218 fee = $416; NMR add $225
Rockville Campus
CRN#: 25495 10 Sessions  W
9/9-11/11 6:30-9:30 p.m.
CRN#: 25493 10 Sessions  F
9/11-11/13 6:30-9:30 p.m.
CRN#: 25494 10 Sessions  F
9/11-11/13 12:30-3:30 p.m.

Fall 2020
Although classes in the brochure may reflect face-to-face meetings, please note, until further notice from the Montgomery County Leaders, classes will be taught online through distance learning or structured remote format. Visit our website often for up-to-date information.

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.
Art History, Theory, and Professional Development

Art History: 1400 to Present [Co-L]
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: ART075 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Structured Remote/Takoma Park/Silver Spring Campus
CRN#: 24622 31 Sessions T R 9/1-12/17 3-4:15 p.m.
No class 11/26
Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.

Art History: Ancient to 1400 [Co-L]
Discover 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: ART076 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Structured Remote/Takoma Park/Silver Spring Campus
CRN#: 24685 31 Sessions T R 9/1-12/17 10-11:15 a.m.
No class 11/26
Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.

Color Theory and Application [Co-L]
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
Structured Remote/Takoma Park/Silver Spring Campus
CRN#: 24600 28 Sessions M W 9/9-12/16 12-2:55 p.m.
No class 11/25
Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.

Exhibition Design & Installation [NEW]
Design an exhibition from scratch and learn what it takes to install it! Working with your instructor and a group of your peers, decide on an exhibition theme, choose artwork, prepare it for installation, mount the exhibit, and hold a reception. If campuses are open in November, you will install in a Montgomery College gallery. Otherwise, the final exhibition will be held online. Work with your own artwork or local artists, depending on the class’ decisions. Plan an exhibition layout that best suits the artwork and theme while working within the limitations of a specific gallery space. Learn to hang artwork, light it, and create professional-quality signage and labeling. Open to all levels. Note: extra hours may be required during installation week, November 12-18. TWA
Course: ADS503 25 Hours
$185 + $125 fee = $310; NMR add $160
Structured Remote
CRN#: 24595 10 Sessions R 9/17-11/19 7-8:30 p.m.
Class structure: group meetings + self-paced. Online class meetings are supplemented by self-paced content such as videos, discussion boards, and/or individual meetings.

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

Join our Email List
Get schedule updates, event announcements, and info on pop-up classes. We send zero to three emails a week, so we won't flood your inbox!
montgomerycollege.edu/community-arts/join
Survey of Asian Art [Co-L]
This course is a general survey of the art and culture of China, Japan, India, and Southeast Asia. Emphasis is on architecture, ceramics, painting, printmaking, and sculpture with reference to cross-cultural influences, religion, and philosophy as they relate to the art of the countries. TWA
Course: ART014 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Structured Remote/Takoma Park/Silver Spring Campus
CRN#: 24596 30 Sessions M W 8/31-12/16 10:30-11:45 a.m.
No class 9/7, 11/25
Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.

The Art of Looking Workshop
Discover a fresh, personal, and interactive connection to a work of art. Learn the techniques of Exercises for the Quiet Eye, a method of interacting with art taught in museums and colleges across the country. Engage with art through the senses, the intellect, and emotion in rich, complex, and rewarding ways. Step outside your preconceived notions to embrace the unknown and seek the transcendent moment in art viewing. Open to students of all levels; no prior experience required.
Course: ADS486 3 Hours
$22 + $18 fee = $40; NMR add $30
Structured Remote
CRN#: 24537 2 Sessions S 9/17-11/19 4-5:30 p.m.
Class structure: This class meets together through videoconference or similar means.

Writing About Art
Explore the language and concept of beauty and the abstract, and deepen your appreciation of the visual world. This course is for anyone who loves looking at art, enjoys writing, or wants to hone their art appreciation skills. Writing about art is the basis for museum labels, art criticism, art philosophy, and poetry and prose, shaping the way we perceive artwork. Through lectures, group discussions, short readings, and writing exercises, you will cultivate stronger observational skills while voicing your unique perceptions. Open to students of all levels. TWA
Course: ADS510 15 Hours
$120 + $75 fee = $195; NMR add $120
Structured Remote
CRN#: 25552 10 Sessions S 9/19-11/21 10-11:30 a.m.
Class structure: group meetings. This class meets together through videoconference or similar means.

Crafts
Collage & Assemblage
Explore collage, the combination of different and surprising materials into an artistic composition. Learn the history of both collage and assemblage, and put it into practice by constructing artwork built on layers of form, color, and design. Incorporate found objects, texts, images, and other unexpected objects into your art. Find inspiration by learning about the work of artists like Picasso, Gretchen Green, Schwitters, Cornell, Bearden, and others. TWA
Course: ADS517 25 Hours
$185 + $125 fee = $310; NMR add $160
Structured Remote
CRN#: 25748 10 Sessions R 9/17-11/19 4-5:30 p.m.
Class structure: group meetings + self-paced. Online class meetings are supplemented by self-paced content such as videos, discussion boards, and/or individual meetings.

Crafts: Introduction
Discover the world of craft! Craft is the basis of all visual art, as well as fields as diverse as furniture construction, origami, metal fabrication, and quilting. Create crafts projects by first visualizing them on paper, then learn fundamental fabrication strategies and use them to complete finished works. Projects can include textiles, sewing, paper, basic metalworking, glass, ceramics, and more. See section notes for this semester’s topics. This class fulfills basic hand-sewing skill requirements. TWA
Course: ADS528 25 Hours
$185 + $125 fee = $310; NMR add $160
Structured Remote
CRN#: 25663 10 Sessions S 9/19-11/21 1-3:30 p.m.
Class structure: group meetings. This class meets together through videoconference or similar means.

New offerings:
Exhibition Design & Installation
Design an exhibition from concept through installation. Page 9
Personal Digital Archiving
Digitize your old photos and videos with a professional workflow. Page 16
Private Music Lessons
Advance your musical studies one-on-one with a music professional. Open to all levels. Pages 73 and 74
Songwriting
Explore the process of creating your own original songs! Page 74

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.
Jewelry & Metallsmithing: Intermediate
Dive into focused processes within jewelry and metallsmithing, with new topics addressed each semester. This class is designed for intermediate level students who understand basic metallsmithing including sawing and soldering.
Prerequisite: Basic metal jewelry experience with soldering. Can be satisfied through ADS402/ADS513 Jewelry & Metallsmithing Introduction or ART060/ARTT245 Jewelry and Metallsmithing. TWA
Course: ADS514  35 Hours
$205 + $135 fee = $340; NMR add $160
Structured Remote
CRN#: 25556  7 Sessions   S
10/24-12/12   1-6 p.m.
No class 11/28
TOPIC: Digital Jewelry Design with Rhino
Part 2: 3D printing
This class is designed for students who have taken Part 1 (see ADS513), or have prior experience with the Rhino CAD program. Continue honing your skills in Rhino, and learn to create objects to be 3D printed. Send design files to be printed as 3D objects, and use them to fabricate a physical object such as a necklace. Rhino is available on Campus and as a free three-month trial at home.
Class structure: group meetings. This class meets together through videoconference or similar means.
Jewelry & Metallsmithing: Introduction
Discover fundamental metallsmithing 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. No prior experience necessary! This course fulfills the prerequisite for all intermediate-level jewelry and metallsmithing courses. TWA
Course: ADS513  35 Hours
$205 + $135 fee = $340; NMR add $160
Structured Remote
CRN#: 25555  7 Sessions   S
9/5-10/17   1-6 p.m.
TOPIC: Digital Jewelry Design with Rhino
Part 1: Laser Cutting
Add digital design and output to your jewelry toolkit! Learn to design objects using the Computer Aided Design program Rhino and send design files to be laser cut in the material of choice. Use these laser-cut objects to fabricate a physical object such as a necklace. Students can enroll in Part 1 only, but it is recommended they continue with Part 2 during the second half of the semester. Rhino is available on Campus and as a free three-month trial at home.
Class structure: group meetings. This class meets together through videoconference or similar means. Students will not learn soldering.
Papermaking & Book Arts
Experience the traditional papermaking process from plant to sheet to book. Learn to gather, cook, and beat a variety of plant fibers from the garden. Then go on to create a selection of samples, sheets, and books showcasing the fibers unique colors and textures. Open to all skill levels. TWA
Course: ADS504  25 Hours
$185 + $125 fee = $310; NMR add $160
Structured Remote
CRN#: 25247  10 Sessions   M
9/14-11/16   10 a.m.-12:30 p.m.
Class structure: group meetings. This class meets together through videoconference or similar means.
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. You must have access to a sewing machine to fully participate in this class. TWA
Course: ADS518  12.5 Hours
$100 + $65 fee = $165; NMR add $120
Structured Remote
CRN#: 25559  5 Sessions   W
10/21-11/18   4-5:30 p.m.
Class structure: group meetings + self-paced. Online class meetings are supplemented by self-paced content such as videos, discussion boards, and/or individual meetings.
Drawing

Drawing: Introduction
Learn fundamental drawing skills such as gesture, proportion, composition, cross contour, line, and perspective. Working from direct observation with still life, you will learn to translate three-dimensional space to a two-dimensional image. Explore various techniques, including graphite, pens, and ink. TWA
Course: ADS518  12.5 Hours
$100 + $65 fee = $165; NMR add $120
Structured Remote
CRN#: 25559  5 Sessions   W
10/21-11/18   4-5:30 p.m.
Class structure: group meetings + self-paced. Online class meetings are supplemented by self-paced content such as videos, discussion boards, and/or individual meetings.
Workforce Development and Continuing Education

Art + Design

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

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

**Structured Remote**
CRN#: 24505 10 Sessions T
9/15-11/17 7-9 p.m.

Class structure: group meetings + self-paced. Online class meetings are supplemented by self-paced content such as videos, discussion boards, and/or individual meetings.

**Drawing I [Co-L]**
Explore methods, materials, and drawing techniques using graphite, charcoal, and ink. Gain confidence in learning to see and record experiences on paper. No prior drawing experience necessary. TWA

**Course: ART032** 75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20

**Structured Remote/Takoma Park/Silver Spring Campus**
CRN#: 24601 30 Sessions M W
8/31-12/16 12-2:40 p.m.
No class 9/7, 11/25

CRN#: 24602 14 Sessions S
9/12-12/19 9 a.m.-2:40 p.m.
No class 11/28

Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.

**Drawing Workshops: Full Series**
Discover new and exciting drawing techniques that enable you to tap into your creativity. Each week presents a new topic, covering a variety of media and subject matter. Topics include drawing basics, ink still live, watercolor pencil & graphite still life, pastel still life, hands in charcoal and conté, self-portrait in multiple media, portraiture in multiple media, and narrative portraiture in graphite. Students must provide their own supplies. Please have ready for the first class: pencils in 3 hardnesses (H, HB, and any B), graphite sticks (one each soft, medium, and firm), a tortillon, 3-5 sheets of 18x24” newsprint, 3-5 sheets of 18x24” drawing paper, and 1” artists tape or masking tape. TWA

**Course: ADS495** 24 Hours
$150 + $130 fee = $280; NMR add $140

**Structured Remote**
CRN#: 24544 8 Sessions F
9/18-11/6 10 a.m.-1 p.m.

Class structure: group meetings. This class meets together through videoconference or similar means.

**Two-Dimensional Design [Co-L]**
Study and use elements and principles of art in two-dimensional composition relating to visual organization. Emphasis is placed on analyzing and solving design problems. Line, shape, value, texture, and color are studied through a sequence of supervised, structured, studio projects. Lectures, individual and class critiques, discussions, films, field trip, and readings accompany the hands-on work. TWA

**Course: ART033** 75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20

**Structured Remote/Takoma Park/Silver Spring Campus**
CRN#: 24603 31 Sessions T R
9/1-12/17 9-11:40 a.m.
No class 11/26

Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.

**Film & Video Arts**

**Adobe After Effects: Motion Graphics Basics**
Integrate Adobe After Effects into your digital video editing toolkit. Learn to navigate the interface, explore layering in Compositions, and learn special effects like tracking and blurring. Please bring a 500GB+ USB3.0 external hard drive, headphones with a 3.5 mm jack, and your MyMC login to the first class. **Prerequisite: ADS391/ADS519 Video Editing Part I or basic knowledge of Adobe Premiere Pro CC. Students have access to a free After Effects license. TWA**

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

**Structured Remote**
CRN#: 25562 5 Sessions W
10/21-11/18 6-7:15 p.m.

Class structure: group meetings + self-paced. Online class meetings are supplemented by self-paced content such as videos, discussion boards, and/or individual meetings

__Co-L__
Adobe Premiere Pro: Video Editing Basics
Use Adobe Premiere Pro CC to edit digital videos for artistic, commercial, educational, and personal use. Learn basic editing techniques, use of the title tool, layering videos, mixing sound, moving clips, and exporting your finished product. Please bring a 500GB+ USB3.0 external hard drive, headphones with a 3.5 mm jack, and your MyMC login to the first class. Students have access to a free Premiere Pro license. TWA

Course: ADS519 15 Hours
$120 + $75 fee = $195; NMR add $120
Structured Remote
CRN#: 25561 5 Sessions W
9/16-10/14 6-7:15 p.m.
Class structure: group meetings + self-paced.
Online class meetings are supplemented by self-paced content such as videos, discussion boards, and/or individual meetings.

Introduction to Film [Co-L]
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
Structured Remote/Germantown Campus
CRN#: 24760 15 Sessions F
9/4-12/18 2-4:40 p.m.
No class 11/27
Structured Remote/Rockville Campus
CRN#: 24762 15 Sessions R
9/3-12/17 6-8:40 p.m.
No class 11/26
CRN#: 24759 15 Sessions F
9/4-12/18 3-5:40 p.m.
No class 11/27
Structured Remote/Takoma Park/Silver Spring Campus
CRN#: 24761 15 Sessions R
9/3-12/17 1-3:40 p.m.
No class 11/26
Class structure: All sections of this class meet through videoconference, and may transition to in-person format as conditions allow.

Smartphone Video Production
Learn to use your smartphones 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: ADS521 25 Hours
$185 + $125 fee = $310; NMR add $160
Structured Remote
CRN#: 25563 10 Sessions M
9/14-11/16 3:30-6 p.m.
Class structure: group meetings. This class meets together through videoconference or similar means.

Sound Design: Introduction
Explore the discipline of sound design and how it relates to film, video, and theater! Discover how to create a soundscape that includes music, dialog, ambiance, and effects. Use field recorders to capture sounds, and edit them using Adobe Audition CC. Gain a working knowledge of professional audio creation and production techniques and an understanding of the theories and concepts that underlie sound in audiovisual media. Perfect for video artists, musicians, and hobbyists. Students have access to a free Adobe Audition license. TWA

Course: ADS535 25 Hours
$185 + $125 fee = $310; NMR add $160
Structured Remote
CRN#: 25561 9/14-11/16
9/15-11/17 6-7 p.m.
Distance Learning
Class structure: self-paced. Class content is delivered via discussion boards, video lectures and demos, and/or individual meetings.

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

Course: ADS524 25 Hours
$185 + $125 fee = $310; NMR add $160
Distance Learning
CRN#: 25569
9/14-11/16
9/15-11/17 3:30-6 p.m.
Class structure: group meetings. This class meets together through videoconference or similar means.

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

Course: ADS526 25 Hours
$185 + $125 fee = $310; NMR add $160
Structured Remote
CRN#: 25662 10 Sessions T
9/15-11/17 6-7 p.m.
Class structure: group meetings + self-paced. Online class meetings are supplemented by self-paced content such as videos, discussion boards, and/or individual meetings.
Art + Design

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

Course: ADS525  25 Hours
$185 + $125 fee = $310; NMR add $160

Structured Remote
CRN#: 25661  8 Sessions  W
9/30-11/18  6:30-9:30 p.m.
Class structure: group meetings. This class meets together through videoconference or similar means.

Interior Design

Interior Design I  Co-L
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

Structured Remote/Rockville Campus
CRN#: 24611  31 Sessions  MW
8/31-12/16  9-11:40 a.m.
No class 9/7, 11/25
Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.

Interiors: Design Principles  Co-L
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

Structured Remote/Rockville Campus
CRN#: 24614  30 Sessions  MW
8/31-12/16  9-11:40 a.m.
No class 9/7, 11/25
Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.

Interiors: Technical Drawing & Drafting  Co-L
Drawing is the foundation for communication in interior design. Learn basic drawing and drafting techniques, and discover how they can be used to accurately communicate design concepts. Use drafting tools to complete two- and three-dimensional drawings, as well as freehand sketches. TWA

Course: ART065  75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20

Structured Remote/Rockville Campus
CRN#: 24616  30 Sessions  MW
8/31-12/16  1-3:40 p.m.
No class 9/7, 11/25
Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.

Painting

Acrylic Painting: Introduction
Explore the amazing medium of acrylic paints! Acrylic is the dominant painting medium of the 20th century, used by artists like Rothko, Warhol, and Hockney. Learn how to use a wide variety of acrylic products, including paint, gels, medium, and grounds. Practice mixing clean colors, controlling drying time, and creating glazes and textures. This course is designed for new artists and those who have never explored acrylics in depth. TWA

Course: ADS529  25 Hours
$185 + $125 fee = $310; NMR add $160

Structured Remote
CRN#: 25664  10 Sessions  T
9/15-11/17  1-3 p.m.
Class structure: group meetings + self-paced. Online class meetings are supplemented by self-paced content such as videos, discussion boards, and/or individual meetings.

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
$185 + $125 fee = $310; NMR add $160

Structured Remote
CRN#: 24521  10 Sessions  W
9/16-11/18  9:30-11 a.m.
Class structure: group meetings + self-paced. Online class meetings are supplemented by self-paced content such as videos, discussion boards, and/or individual meetings.

Fall 2020
Although classes in the brochure may reflect face-to-face meetings, please note, until further notice from the Montgomery County Leaders, classes will be taught online through distance learning or structured remote format.

This is Phase 1 of the phased approach outlined in the Fall 2020 Schedule Transition Plan. Decisions to move into future phases will depend on state and county guidelines. See full details of the plan and the phases, including resources for students, employees, and the community, at MC Resilient: www.montgomerycollege.edu/resilient-mc/index.html.

Community Arts is on Facebook!
Keep up with events, new course offerings, registration information, and more.
www.facebook.com/communityartsatmontgomerycollege
Find us on Facebook
Oil Painting: Introduction
Discover the medium of the masters! Learn to paint with the same tools as Rembrandt, Van Gogh, Raphael, and Picasso. Take advantage of the thickness and long dry-time of oils to build up your canvas with textures and layers. Learn paint mixing, color relationships, composition, brushwork, and how to create depth. No experience required. TWA

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

Structured Remote
CRN#: 25557 10 Sessions W
9/16-11/18 9:30 a.m.-10:30 p.m.
Class structure: group meetings + self-paced. Online class meetings are supplemented by self-paced content such as videos, discussion boards, and/or individual meetings.

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

Course: ART026 75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Structured Remote/Takoma Park/Silver Spring Campus
CRN#: 2499 30 Sessions M W
8/31-12/16 1-3:40 p.m.
No class 9/7, 11/25
Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.

Watercolor: Introduction
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: ADS531 25 Hours
$185 + $125 fee = $310; NMR add $160
Structured Remote
CRN#: 25667 10 Sessions S
9/19-11/21 9:30 a.m.-11:30 p.m.
Class structure: group meetings + self-paced. Online class meetings are supplemented by self-paced content such as videos, discussion boards, and/or individual meetings.
Note: If section is full, contact communityarts@montgomerycollege.edu.
Photography

Digital Photography Basics
Begin your exploration of digital photography, one of the most relevant art media of the 21st century. Discover how to control your camera and compose a shot for high quality, consistent results. Learn the basics of camera operation, photo composition, and color and value to capture the best photos you can. Explore the fundamentals of photo editing and digital image management to add interest to your photos and safely handle your files. Required equipment: a DSLR or mirrorless interchangeable lens camera with at least 7.0-megapixel resolution, memory card, and flash drive. TWA
Course: ADS523 15 Hours $120 + $75 fee = $195; NMR add $120
Structured Remote
CRN#: 25658 5 Sessions S 9/19-10/17 9:30 a.m.-12:30 p.m. Class structure: group meetings. This class meets together through videoconference or similar means.
CRN#: 25657 5 Sessions T 10/20-11/17 11 a.m.-2 p.m. Class structure: group meetings. This class meets together through videoconference or similar means.

Digital Photography, Intro. Co-L
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
Structured Remote/Rockville Campus
CRN#: 24606 14 Sessions S 8/31-12/16 8 a.m.-12:40 p.m. No class 11/28 Class structure: This class meets through in-person format as conditions allow.

Personal Digital Archiving NEW
Do you have boxes of slides or photos in storage? A shelf of home movies on VHS? Now you can digitize them to access on your computer and share on the web. Learn the principles of personal archiving, including digitizing media, file processing and handling, and safe storage and backup. Classes are divided between lecture and in-class practice. Whether you’re an artist with work documented on physical media or someone with family memories trapped in obsolete media, this class will get your media into the 21st century! TWA
Course: ADS501 15 Hours $120 + $75 fee = $195; NMR add $120
Structured Remote
CRN#: 24593 5 Sessions M 9/14-10/12 6:30-9:30 p.m. Class structure: group meetings. This class meets together through videoconference or similar means. Students will need their own flatbed scanner.

Smartphone Photography
Unlock the power of your smartphone’s camera. Learn the apps, settings, composition techniques, and content that work best with smartphones. We’ll look at the smartphone as a photographic tool and explore artists who use smartphone photography in their work. Learn to create, edit, and critique high-quality images taken with your phone (you may also use a point-and-shoot or DSLR for shooting). Students of all levels welcome. TWA
Course: ADS522 15 Hours $120 + $75 fee = $195; NMR add $120
Structured Remote
CRN#: 25564 5 Sessions W 9/17-10/15 5:30-7 p.m. Class structure: group meetings + self-paced. Online class meetings are supplemented by self-paced content such as videos, discussion boards, and/or individual meetings.
CRN#: 25565 5 Sessions S 10/24-11/21 9:30 a.m.-12:30 p.m. Class structure: group meetings. This class meets together through videoconference or similar means.

Printmaking

Woodcut: Global Printmaking Co-L
Learn basic woodcut and relief printmaking techniques while studying multicultural influences in imagery, concepts, and the use of materials from Asia, Africa, Europe, and the Americas. TWA
Course: ART069 75 Hours $396 + $136.20 fee = $532.20; NMR add $871.20
Structured Remote/Rockville Campus
CRN#: 24617 30 Sessions M W 8/31-12/16 9:30 a.m.-12:10 p.m. No class 9/7, 11/25 Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.
Structured Remote/Takoma Park/Silver Spring Campus
CRN#: 24619 31 Sessions T R 9/1-12/17 1-3:40 p.m. No class 11/26 Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.

Become a Digital Arts Pro with Adobe Creative Cloud.

Look at these Fall 2020 offerings!
Adobe Creative Cloud: Introduction....page 13
Adobe Illustrator: Digital Graphics....page 13
Adobe Photoshop: Imaging Basics....page 14
Adobe Premiere Pro: Video Editing Basics....page 13
Adobe After Effects: Motion Graphics Basics....page 12
Sound Design: Introduction (Adobe Audition)....page 13
Building and Construction

AC / Heat Pump Systems Co-L
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 troubleshooting. Students are expected to have completed Fundamentals of Refrigeration and HVAC Electricity, or have equivalent knowledge and experience. TWA
Course: TTG479 75 Hours
Rockville Campus
CRN#: 25479 15 Sessions W 9/2-12/16 5:10-10:15 p.m.
No class 11/25

Fundamentals of Plumbing Co-L
An introduction to plumbing and the plumbing trade. Topics include material identification and selection, tools, water supply and waste systems, pipes and fittings, fixtures, plumbing plans reading, and water heaters. TWA
Course: TTG479 75 Hours
Rockville Campus
CRN#: 25471 15 Sessions W 9/2-12/16 5:10-10:15 p.m.
No class 11/25

Building Trades Blueprint Reading Co-L
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
Rockville Campus
CRN#: 25470 24 Sessions M T W R F 9/8-10/9 12:45-4 p.m.
No class 9/7, 9/7

Fundamentals of Refrigeration Co-L
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#: 25215 15 Sessions M W F 10/19-11/20 9-11:40 a.m.

Basic Electrical Principles & Practices
Recommended for apprentice- or journeyman-level electricians and building maintenance technicians (or anyone wishing to learn more about electricity). This course covers electrical theory; grounding and bonding; fusing, wiring, and switching techniques; electrical measuring equipment; schematic and construction drawings; transformers and motors; and more. TWA
Course: TTG477 75 Hours
Rockville Campus
CRN#: 25216 15 Sessions W 9/2-12/16 6-8:40 p.m.
No class 11/25

Fundamentals of Carpentry Co-L
An introduction to the framing and carpentry trade. Topics include material selection and estimating; basic calculations; tools; print reading; layout; and floor, wall, and ceiling framing. TWA
Course: TTG373 62.5 Hours
Rockville Campus
CRN#: 25475 15 Sessions T 9/1-12/15 5:10-10:15 p.m.
CRN#: 25467 15 Sessions W 9/2-12/16 5:10-10:15 p.m.
No class 11/25

Fundamentals of Plumbing Co-L
An introduction to plumbing and the plumbing trade. Topics include material identification and selection, tools, water supply and waste systems, pipes and fittings, fixtures, plumbing plans reading, and water heaters. TWA
Course: TTG479 75 Hours
Rockville Campus
CRN#: 25471 15 Sessions W 9/2-12/16 5:10-10:15 p.m.
No class 11/25

Heating Systems Co-L
An advanced HVAC courses emphasizing on the operation, installation, servicing, and troubleshooting of gas, oil, and electric forced-air heating systems. Topics include installation and service procedures, tools, equipment, systems, fuels, and principles of combustion. Students are expected to have completed Fundamentals of Refrigeration and HVAC Electricity, or have equivalent knowledge and experience. TWA
Course: TTG483 62.5 Hours
Rockville Campus
CRN#: 25233 15 Sessions M 8/31-12/14 5:30-9:55 p.m.
No class 9/7, 9/7

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HVAC Electricity
An introduction to the theory and applications of electricity as applied to heating, ventilation, and air conditioning systems. Topics include Ohms Law, schematics, control and line voltage circuits, meters, motors, and troubleshooting. TWA
Course: TTG374 62.5 Hours
$528 + $181.60 fee = $709.60; NMR add $1,161.60
Rockville Campus
CRN#: 25228 15 Sessions R
9/3-12/17 5:30-9:55 p.m.
No class 11/26, 11/26
CRN#: 25229 20 Sessions M T W R
10/19-11/19 12:45-4 p.m.

HVAC Technician Development
An overview of the HVAC technicians professional development responsibilities and opportunities. Refrigerant transition and recovery certification training will be provided. Students are expected to have completed Fundamentals of Refrigeration or have equivalent knowledge and experience. Topics include career opportunities, customer relations, safety, and environmental issues. TWA
Course: TTG375 25 Hours
$264 + $90.80 fee = $354.80; NMR add $580.80
Rockville Campus
CRN#: 25230 8 Sessions M T W R
11/23-12/8 12:45-4 p.m.
No class 11/26, 11/26

Introduction to the Building Trades
An introduction to the construction process and the professional building trades. Career options, professional preparation, building systems and materials, and construction industry issues will be explored. TWA
Course: TTG010 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25218 15 Sessions M
8/31-12/14 6-8:40 p.m.
No class 9/7, 9/7
CRN#: 25217 14 Sessions M W F
9/9-10/9 9-11:40 a.m.

Remodeling and Interior Finishing
An advanced carpentry course, emphasizing remodeling and interior finishing of residential buildings. Topics include insulation, drywall installation and finishing, painting and wall coverings, cabinetry and countertops, trim and casing installation, floor finishing, tile, and remodeling techniques. Prerequisite: Students are expected to have completed Fundamentals of Carpentry, or have equivalent knowledge and experience. TWA
Course: TTG380 75 Hours
$528 + $181.60 fee = $709.60; NMR add $1,161.60
Rockville Campus
CRN#: 25231 15 Sessions R
9/3-12/17 5:10-10:15 p.m.

Residential Electrical Wiring
An advanced electrical course, emphasizing electrical wiring of residential buildings. Topics include electrical theory, residential design and layout, electrical service calculation and installation, National Electrical Code, device wiring and installation, lighting, and swimming pool wiring. Prerequisite: Students are expected to have completed Fundamentals of Electrical Wiring, or have equivalent knowledge and experience. TWA
Course: TTG481 75 Hours
$528 + $181.60 fee = $709.60; NMR add $1,161.60
Rockville Campus
CRN#: 25472 25 Sessions M T W R F
10/19-11/20 12:45-4 p.m.

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: TTG507 6 Hours
$50 + $45 fee = $95; NMR add $50

Basic Repair: Carpentry
Perform basic carpentry skills such as basic wall framing, door and window installation, and trim installation. The class covers tools and materials as well as the safe performance of standard construction methods. TWA
Course: TTG297 12 Hours
$65 + $125 fee = $190; NMR add $120
Rockville Campus
CRN#: 25224 2 Sessions S
10/24-10/31 9 a.m.-3 p.m.

Basic Repair: Drywall Patch, Painting, and Wallpapering
Learn how to repair damaged drywall using standard patching techniques, and the best methods and materials for painting and wallpapering. This course will cover the tools, materials, and techniques used by professionals. TWA
Course: TTG227 12 Hours
$65 + $125 fee = $190; NMR add $120
Rockville Campus
CRN#: 25221 2 Sessions S
11/14-11/21 9 a.m.-3 p.m.

Basic Repair: Electrical
Learn to replace bad electrical components and install outlets and fixtures safely and according to National Electrical Code specifications. Learn the proper techniques for wiring and connecting, as well as the different types of circuits. TWA
Course: TTG229 12 Hours
$65 + $125 fee = $190; NMR add $120
Rockville Campus
CRN#: 25223 2 Sessions S
9/26-10/3 9 a.m.-3 p.m.

Basic Repair: Flooring and Tile Installation
Learn to install laminate and hardwood flooring, vinyl floor coverings, and ceramic tile on floors, walls, and countertops. TWA
Course: TTG026 12 Hours
$65 + $125 fee = $190; NMR add $120
Rockville Campus
CRN#: 25219 2 Sessions S
12/5-12/12 9 a.m.-3 p.m.
Basic Repair: Plumbing
Learn how to properly replace faulty plumbing fixtures and perform typical maintenance. Topics include gluing plastic pipe, soldering copper pipe, making connections, and replacing faulty or leaking components. TWA

Course: TTG228 12 Hours
$65 + $125 fee = $190; NMR add $120
Rockville Campus
CRN#: 25222 2 Sessions S 9/12-9/19 9 a.m.-3 p.m.

Green Building and Construction

Renewable and Sustainable Energy Technologies 60 L
This is an introduction to the theory, principles, and application of renewable and sustainable energy technologies. Topics include solar thermal and photovoltaic (PV) systems, hydropower, wind turbines, geothermal, bio-fuels, the Hydrogen economy, and climate change. TWA

Course: TTG514 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25475 15 Sessions M 8/31-12/14 5:30-8:10 p.m.

Solar PV Design and Installation 60 L
An overview of the fundamentals necessary to design and install a solar photovoltaic electrical system. Topics include grid-tied and battery systems, sizing, mounting, equipment, permitting, code requirements, and financial and environmental incentives. Successful completion of this course allows students to take the NABCEP PV Entry Level Exam. Three hours lecture, one hour laboratory each week. TWA

Course: TTG521 50 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Rockville Campus
CRN#: 25477 15 Sessions W 9/2-12/16 5:30-9:05 p.m.
No class 11/25

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

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

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

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
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25818 10 Sessions W 9/9-11/11 10:30 a.m.-12 p.m.

America’s Favorite Music
Join the music craze! You will be exposed to the top ten American music genres, such as Country, Rock and Jazz. Each week a different music style will be explored by learning its history and most notorious musicians. You will have a blast listening and researching the various styles of music composed by famous musicians.

Course: SPP345 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25448 10 Sessions W 9/9-11/13 1-2:30 p.m.

Arctic Explorations
The North and South Poles are some of the coldest places on the planet. Both experience perpetual darkness for half of the year. Despite these conditions, the Arctic sea and Antarctic tundra are homes to many species of hardy wildlife, such as whales, seals, polar bears and penguins. You will learn about great explorers such as Edmund Hillary and Ernest Shackleton. Join us for an arctic exploration!

Course: SPP505 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25448 10 Sessions W 9/9-11/11 11 a.m. – 12:30 p.m.

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Art from the Beginning NEW
Join us as we paint, draw and sculpt our way through the art history timeline. You will begin with cave carvings known as scrimshaw. You will learn paper mache, make Egyptian canonic jars, sculpt Greek vases and paint with the masters. You will learn the prominent art forms and artists of the timeline. Let’s take a fascinating journey through the world of art!
Course: SPP504 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25447 10 Sessions M
9/14-11/16 1-2:30 p.m.

Crafty Creations
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
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25178 10 Sessions F
9/11-11/13 10:30 a.m.-12 p.m.

Community Math
Learn and review basic math skills that are used in your everyday life! Measuring (and eating) food, shopping and making change. Join us as we review the basic foundations of math and learn the importance of adding, subtracting, multiplication and division. You will learn how to calculate a tip, understand fractions and measurements for cooking. Bring your calculator and let’s see how fun math can be!
Course: SPP513 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25456 10 Sessions T
9/8-11/10 2:30-4 p.m.

Classic Stories and Today’s Movies: Contrast and Compare NEW
Did you know that Frozen was based on The Snow Queen and that Aladdin was based on The Arabian Nights? Build your vocabulary and develop better reading and writing skills! You will learn to identify five parts of a story while reading classic tales. Learn to compare and contrast while enhancing your ability to organize new and known information. By studying differences, you can learn to make better decisions in life!
Course: SPP508 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25451 10 Sessions W
9/9-11/11 9:30 a.m.

Effective Communication in 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
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25815 10 Sessions F
9/11-11/13 10:30 a.m.-12 p.m.

How Current Events and Government Work Together
During this class you will discuss current events and how they influence society and our lives. You will also learn about the workings of our government that help to shape the news. While reading newspapers, websites, and completing worksheets, you will develop and improve vocabulary, word recognition, comprehension and writing skills.
Course: SPP402 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25177 10 Sessions W
9/9-11/11 1-2:30 p.m.

Essential Life Skills
Whether you are looking forward to moving out on your own or you do not feel quite ready, learning 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 make weekly menus and create shopping lists and learn 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
$213 + $131 fee = $344; NMR add $160
Rockville Campus
CRN#: 25754 16 Sessions M W
9/9-11/2 9-10:30 a.m.

GRADUATE TRANSITION PROGRAM
The Graduate Transition Program (GTP) at Montgomery College offers a college experience for students with developmental disabilities. GTP is a two-year, noncredit certificate program offering academic classes, job coaching, job development, career exploration, and social and recreational activities.
For information, contact Karla Nabors at 240-567-1660 or karla.nabors@montgomerycollege.edu
Interesting Trivia  
Fascinating facts and tantalizing tidbits of wisdom from all over the world await you in this class! Did you know that chocolate was once a bitter beverage? Where was baseball first played? Who took the first photograph? Who was the first person to fly? Where is the Basketball Hall of Fame? You will learn many interesting facts through trivia. You will gain knowledge through reading, completing worksheets, watching videos and playing games in this interactive class. Put your thinking cap on and come have a blast!

Course: SPP507  
15 Hours  
$160 + $69 fee = $229; NMR add $140

Rockville Campus
CRN#: 25450  
10 Sessions  
T

9/8-11/10  
1-2:30 p.m.

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

Course: SPP349  
15 Hours  
$160 + $69 fee = $229; NMR add $140

Rockville Campus
CRN#: 25707  
10 Sessions  
T

9/8-11/10  
5:30-7 p.m.

Nutrition for Health, Fitness, and Sports
Put on your workout clothes and sneakers and join us as we learn to stay healthy through nutrition and exercise. You will learn about protein - the tissue builder, vitamins - the organic regulators, minerals - the inorganic regulators, and water - electrolyte and temperature regulators. You will learn about body weight and composition for health and sports, weight maintenance, and weight loss through proper nutrition and exercise. Come join us as we learn to promote maintenance of optimal health!

Course: SPP287  
15 Hours  
$160 + $69 fee = $229; NMR add $140

Rockville Campus
CRN#: 25172  
10 Sessions  
M W

9/11-11/13  
9:00-10:30 a.m.

Reading for Fun and Facts: Maniac Magee
Do you enjoy reading a good novel and sharing the story with friends? Come join us as we read a book together and share adventures of Maniac Magee which explores themes of racism and inequality. Gather with us as we follow the story of an orphan boy looking for a home in the fictional town of Two Mills. This unusual novel magically weaves timely issues of homelessness, racial prejudice and illiteracy into a complicated story rich in characters and details. You will enjoy this energetic piece of writing that bursts with creativity, enthusiasm and hope.

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

Rockville Campus
CRN#: 25457  
10 Sessions  
M W

10/19-11/18  
10-11:30 a.m.

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

Course: SPP414  
15 Hours  
$160 + $69 fee = $229; NMR add $140

Rockville Campus
CRN#: 25816  
10 Sessions  
F

9/11-11/13  
11 a.m.-12:30 p.m.

CRN#: 25817  
10 Sessions  
F

9/11-11/13  
1-2:30 p.m.

Reading for Fun and Facts: The Castle in the Attic
Do you enjoy reading a good novel and sharing the story with friends? Come join us as we study a book together and share adventures of The Castle in the Attic. Join William, a boy who discovers a silver knight in his miniature castle that comes to life. Together they go on an adventure in the Middle Ages full of excitement. You will enjoy this amazing book while learning new words, and developing better reading skills.

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

Rockville Campus
CRN#: 25172  
10 Sessions  
M W

9/14-10/14  
10-11:30 a.m.

Sing Along to Musicals
You will learn and sing songs from musicals! Each class will include some history and a synopsis of a musical. Dancing Queen from Mama Mia, Tomorrow from Annie, Good Morning Baltimore from Hairspray and Supercalifragilisticexpialidocious from Mary Poppins are just a few favorites. Choral singing can improve your mood and your physical health. Singing can strengthen concentration and memory while singing in a group can increase self-esteem and enhance social skills! Join us and bring your best vocals!

Course: SPP509  
15 Hours  
$160 + $69 fee = $229; NMR add $140

Rockville Campus
CRN#: 25452  
10 Sessions  
F

9/11-11/13  
1-2:30 p.m.

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 Fall 2020 Challenge or GTP scholarships is July 27–August 12 at 5 p.m.

For more information and for application deadlines, please visit: http://www.montgomerycollege.edu/wdce
The African Savannah
Have you ever heard the sound of a million wild beasts on the move or the roar of the lions that hunt them? The African Savannah is home to one of the largest annual migrations in the world. You will study the plants and animals and explore the elements that drive their behaviors and trigger the great migration. Come discover the wonders of the African Savannah!

Course: SPP503 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25446 10 Sessions M 9/14-11/16 11 a.m.-12:30 p.m.

Unsung Heroes: How the Lives of Ordinary People Shaped Our Society
You will learn the role of working people—women and people of color shaped our history. The stories of regular people, immigrants, Native Americans and African Americans (enslaved and free) will be emphasized. You will learn about Belva Lockwood, an audacious woman who ran for President in 1884, the story of Cesar Chavez and Dolores Huerta who organized migrant workers in the 1960s, and Rachel Carson who was an environmental activist. Join us as we learn about the profiles of people who were marginalized, silenced or forgotten.

Course: SPP506 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25449 10 Sessions T 9/8-11/10 10-11:30 a.m.

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

Course: SPP284 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 25170 10 Sessions M 9/15-12/10 10:15-11:45 a.m.

Web Design—Introduction
Have you ever wanted to design your own website? Join us in the computer lab as we gather the tools to design web pages. You will learn the importance of design, use of color, and fonts. You will develop a basic understanding of internet terminology. You will investigate and search several fun websites while analyzing each one based on criteria. You will create and design your own website. Prerequisite: You should have a general background in using a computer, managing files, and a basic knowledge of the Internet. You should also be able to navigate to and within a website using a web browser such as Chrome, Firefox, Internet Explorer, or Safari. You do not need to purchase any software for this course.

Course: SPP294 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 24478 10 Sessions T 9/8-11/10 4:15-5:45 p.m.

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, 3 x 5 note cards, paper and notebook to class.

Course: SPP139 37.5 Hours
$237 + $114 fee = $351; NMR add $160
Rockville Campus
CRN#: 25753 25 Sessions T R 9/15-12/10 1:15-2:45 p.m.

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

Course: SPP426 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 24479 10 Sessions M F 9/11-10/12 10-11:30 a.m.

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, 3 x 5 note cards, paper and notebook to class.

Course: SPP139 37.5 Hours
$237 + $114 fee = $351; NMR add $160
Rockville Campus
CRN#: 25753 25 Sessions T R 9/15-12/10 1:15-2:45 p.m.

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

Course: SPP426 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 24479 10 Sessions M F 9/11-10/12 10-11:30 a.m.

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Computer Repair

Computer Repair

A+ 220-1001 Exam Preparation: Core 1
This is part one of a two course series. Areas covered in this course are for Exam 220-1001 and include: Mobile Devices; Networking: Hardware; Virtualization and Cloud Computing; and Hardware and Network Troubleshooting. 100 Hours. No Prerequisites. TWA
Course: TTG580 100 Hours
$1,290 + $337 fee = $1,627; NMR add $800
Rockville Campus
CRN#: 25690 30 Sessions M T W R
10/19-12/15 6-9:35 p.m.

PC Repair Introduction
Learn about your own computer, to upgrade, diagnose, and repair PC hardware and software. Content include: examination of hardware, software, and repair procedures related to modern personal computers. No Prerequisites. TWA
Course: TTG516 45 Hours
$465 + $127 fee = $592; NMR add $250
Rockville Campus
CRN#: 25785 30 Sessions M T W R
10/19-12/15 6-9:35 p.m.

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

- Microsoft Word and Excel Foundation Series
- MS Word—Introduction, Intermediate, and Advanced
- MS Excel—Levels I, II, & III
- MS Access—Levels I, II, & III
- PowerPoint—Introduction
- MS Outlook

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

- QuickBooks—Levels I, II, & III
- Microsoft Project Introduction & Intermediate
- Quickbooks Online

Cloud Technologies
Learn the cloud computing skills you need to stay relevant in the Information Technology field. The courses are the first steps to achieve Amazon Web Services and Microsoft Azure certifications.

- AWS: Amazon Web Services I, II, & III
- Microsoft Azure Introduction

Computer Aided Design
Learn the most popular drafting and design software and take your drafting techniques to the next level. These courses are for drafters, interior designers, civil engineers, mechanics, electricians, or anyone who needs to use drafting and design software.

- Computer Aided Design (CAD) I
- Computer Aided Design (CAD) II: 3D Drawings
- Revit
### Computer Technology/ITI

**Cybersecurity**

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

**Core Courses**
- Network+ Certification Training and Exam Prep
- Security+ Certification Training and Exam Prep
- CyberAdvantage: Cybersecurity Foundations Training

**Or**
- Computer Support Specialist—Microsoft 365 Certified
- Windows Server 2016 Certification
- Linux/Unix—Levels I & II
- Linux/Unix—System Administration Introduction

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

**Evaluatives**
- Cisco CCNA Complete
- Cisco CCNA Complete Lab
- Microsoft Certified: Azure Administrator Associate

**Or**
- Computer Support Specialist—Microsoft 365 Certified
- Windows Server 2016 Certification
- Linux/Unix—Levels I & II
- Linux/Unix—System Administration Introduction

**Network+ Certification Training and Exam Prep**
- Security+ Certification Training and Exam Prep
- CyberAdvantage: Cybersecurity Foundations Training

**Electives**
- Android Development with Kotlin
- Android Application Development with Java
- CyberAdvantage: Technical Support Specialist

**Data Analysis**

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

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

**Data Visualization Track**
- Storytelling with Data
- Visual Analytics Boot Camp
- Introduction to Power BI

**Data Analytics for Managers Track**
- Storytelling with Data
- Ethics in Data Science
- Data Science for Managers

**Oracle 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
- Oracle 12c: Database Administrator Certified Expert
- MS SQL Server Administration I and II

**Programming Fundamentals**
- Programming Fundamentals
- Java: Web Development Bootcamp
- Python Programming—Levels I, II

**SharePoint Technologies**

- Microsoft SharePoint for Site Administrators

**Social Media**

This course sequence is designed for those seeking to become social media specialists, business owners who need to integrate social media into their marketing strategy, and professionals who need to leverage social media for career success.

- Introduction to Social Media Marketing
- Build Your Social Media Marketing Plan Series:
  - Module I: Facebook and Instagram
  - Module II: Pinterest, YouTube & Snapchat
  - Module III: Twitter & TikTok
- LinkedIn® for Entrepreneurs and Small Business Leaders

**Web and Mobile Design**

**Front-End Web Development**

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
- Front-End Web Development Capstone Portfolio

**Remote Learning Support**

See What's New on page 2.

**Structured Remote vs Distance Learning**

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

**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.
Administrative Office Support

Microsoft Word and Excel Foundation Series

Novice users and those looking for formal training in MS Word and Excel will explore topics needed in the workplace or for personal business. Learn how to format and edit documents and spreadsheets, create labels, use shortcuts to work efficiently, use mathematical formulas in Excel spreadsheets, and create charts and graphs for presentations. Prerequisites: Computer Basics, Working with Windows or File Management Skills or equivalent experience. Textbooks/course materials required. TWA

Course: CMP860 18 Hours
$99 + $177 fee = $276; NMR add $140
Rockville Campus
CRN#: 25259 6 Sessions T R
9/22-10/8 9:30 a.m.-12:30 p.m.

MS Excel—Level I

Excel Level I provides the basic concepts and skills to start being productive with Microsoft Excel 2019. The course covers Excel program fundamentals; how to create and workbook using formulas and functions; entering, copying and moving data in a worksheet; how to format and manipulate Excel data. The course also covers how to create charts, output data, share, and print worksheets; how to use and setup workbook and worksheet options and properties. Prerequisites: Computer Basics, Working with Windows or File Management Skills or equivalent experience. Textbooks/course materials required. TWA

Course: ITI080 12 Hours
$99 + $163 fee = $262; NMR add $140
Rockville Campus
CRN#: 25280 4 Sessions T R
9/1-9/10 6:30-9:30 p.m.

For the online version of this course, please use:
Course: ITI435 12 Hours
$85 + $163 fee = $248; NMR add $140
Structured Remote
CRN#: 25320 4 Sessions T R
9/15-9/24 9 a.m.-12 p.m.

MS Excel—Level II

Excel Level II builds on the basic concepts and skills of our Level I course to provide more advanced tools for analysis and presentation of complex, realistic data in Microsoft Excel 2019: how to manage complex workbooks, build more complex functions, use data analysis tools, make an impact with powerful chart and presentation features, and collaborate with other users. Key capabilities and functions covered in this course include name ranges, table structured-references, PivotTables and Pivot Charts. This course follows the curriculum for the Microsoft Office Specialist (MOS). Prerequisites: MS Excel-Level I or equivalent experience. Textbooks/course materials required. TWA

Course: ITI091 12 Hours
$99 + $163 fee = $262; NMR add $140
Rockville Campus
CRN#: 25281 4 Sessions T R
9/15-9/24 6:30-9:30 p.m.

For the online version of this course, please use:
Course: ITI436 12 Hours
$85 + $163 fee = $248; NMR add $140
Structured Remote
CRN#: 25322 4 Sessions T R
9/29-10/8 9 a.m.-12 p.m.

MS Excel—Level III

Excel 2019 Level III builds on the concepts and skills of our Level I and Level II. Learn the advanced functions of Excel 2019. Learn tables, financial functions, what-if analyses, PivotTables and PivotCharts, workbook protection, collaboration, and more. TEXTBOOK REQUIRED. This course follows the curriculum for the Microsoft Office Specialist (MOS). For comprehensive certification training, students should complete Levels I, II, III. For more information about MOS please visit this link: https://www.microsoft.com/en-us/learning/certification-overview-mos.aspx Prerequisites: MS Excel-Level II or equivalent experience. TWA

Course: ITI305 12 Hours
$99 + $163 fee = $262; NMR add $140
Rockville Campus
CRN#: 25290 4 Sessions T R
9/29-10/8 6:30-9:30 p.m.

For the online version of this course, please use:
Course: ITI437 12 Hours
$85 + $163 fee = $248; NMR add $140
Structured Remote
CRN#: 25324 4 Sessions T R
10/13-10/22 9 a.m.-12 p.m.
CRN#: 25323 6 Sessions M W
10/19-11/4 6-8 p.m.

ONLINE LEARNING AT THE MC INFORMATION TECHNOLOGY INSTITUTE

Online courses at the ITI are mostly structured remote (synchronous), meaning that class meetings occur online using web conferencing apps that you can access anywhere with internet access. Instructors meet with the students in real time, provide hands-on instruction, and the students can give each other feedback, or share their work in real time. Class meetings are required and follow a regular schedule.

The ITI currently uses Zoom and MS Teams for online learning. Your instructors will contact you through your MYMC e-mail before class starts to provide guidance on how to setup your computer learning environment. Classes might have different technology requirements, so it is important that you follow your teacher’s instructions for a successful learning experience.

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

Once you register, claim your My MC account and setup school email. This is the email instructors will use to contact students. For instructions visit

How to register: https://www.montgomerycollege.edu/workforce-development-continuing-education/registration-information/index.html

For more information about courses and schedule:
MaryAnn.Behme@MontgomeryCollege.edu.
**Computer Technology/ITI**

**Basic Courses**

**Cloud—Introduction**

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

**Course: ITI284** 8 Hours
$45 + $80 fee = $125; NMR add $120

Gaithersburg Business Training Center
CRN#: 25287 2 Sessions  T R
9/1-9/3 9:30 a.m.-1:30 p.m.

For the online version of this course, please use:

**Course: ITI448**

Structured Remote
CRN#: 25335 4 Sessions  T R
9/8-9/17 9-11 a.m.

**Computer Basics**

Learn basic computer operations and how to use web browsers. Prerequisite: Keyboarding skills. Introduction to Keyboarding can be taken concurrently with Computer Basics. Textbooks/course materials required. TWA

**Course: ITI422** 12 Hours
$69 + $117 fee = $186; NMR add $120

Rockville Campus
CRN#: 25310 4 Sessions  M W
9/14-9/23 9:30 a.m.-12:30 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. Textbooks/course materials required. TWA

**Course: CMP226** 5 Hours
$45 + $76 fee = $121; NMR add $120

Gaithersburg Business Training Center
CRN#: 25255 1 Session  W
9/2 9 a.m.-2 p.m.

Rockville Campus
CRN#: 24565 1 Session  F
9/11 9:30 a.m.-2:30 p.m.

Takoma Park/Silver Spring Campus
CRN#: 25254 1 Session  F
9/25 9 a.m.-2 p.m.

**Introduction to Keyboarding**

Learn correct keyboarding techniques and improve your typing speed. Textbook/course materials should be brought to first class. TWA

**Course: ITI323** 18 Hours
$100 + $191 fee = $291; NMR add $140

Rockville Campus
CRN#: 25291 6 Sessions  T R
9/1-9/17 9:30 a.m.-12:30 p.m.

Takoma Park/Silver Spring Campus
CRN#: 25292 6 Sessions  T R
9/8-9/24 6:30-9:30 p.m.

**Networking Basics**

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

**Course: ITI338** 6 Hours
$45 + $80 fee = $125; NMR add $120

Rockville Campus
CRN#: 25295 2 Sessions  T R
9/29-10/1 9:30 a.m.-12:30 p.m.

**Working with Windows**

Whether you’re new to computers or have used them in the past, this class will help you become more comfortable using a personal computer (PC) and, more specifically, the Windows 10 interface. This course will help you to define what a PC is, and familiarize you with the Windows 10 user interface and its basic capabilities. In this course, you will explore Windows 10 and learn how to create documents, send email, browse the Internet, and share information between applications and with other users. Textbooks/course materials required. TWA

**Course: CMP073** 8 Hours
$35 + $115 fee = $150; NMR add $120

Gaithersburg Business Training Center
CRN#: 25252 2 Sessions  T R
9/8-9/10 9:30 a.m.-1:30 p.m.

Fall 2020

Although classes in the brochure may reflect face-to-face meetings, please note, until further notice from the Montgomery County Leaders, classes will be taught online through distance learning or structured remote format. Visit our website often for up-to-date information.
Business Applications

MS Project—Introduction
MS Project 2019 - Level I provides the basic tools to effectively plan, implement, and control projects using Microsoft Project. Learn how to think through and organize your project details, develop a WBS, plan a schedule, sequence tasks, assign resources and costs, format Gantt charts, calendar schedules and management reports. At the conclusion of the course you will have produced a baseline project plan. This course is recommended for business owners, team members, and project managers. Prerequisites: Understanding of project management concepts, Working with Windows or equivalent experience, and basic knowledge of Microsoft Word and Excel. Textbooks/course materials required. TWA

Course: CMP846 12 Hours
$99 + $181 fee = $280; NMR add $140
Gaithersburg Business Training Center
CRN#: 25258 4 Sessions T R
10/13-10/22 6:30-9:30 p.m.

QuickBooks Online
Learn the fundamentals of using QuickBooks Online 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. Enrolled students are eligible for a five-month trial of QuickBooks Desktop. Information on how to access your free trial will be sent to you prior to class. Prerequisites: Windows and some accounting knowledge or equivalent experience. CPA/CPE accredited. Textbooks/course materials required. TWA

Course: CMP078 12 Hours
$99 + $191 fee = $290; NMR add $140
Rockville Campus
CRN#: 24561 4 Sessions M W
9/28-10/7 9:30 a.m.-12:30 p.m.

For the online version of this course, please use:
Course: ITI463
$99 + $191 fee = $290; NMR add $140
Structured Remote
CRN#: 25362 6 Sessions T R
9/29-10/15 6-8 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. Enrolled students are eligible for a five-month trial of QuickBooks Desktop. Information on how to access your free trial will be sent to you prior to class. Prerequisites: Windows and some accounting knowledge or equivalent experience. CPA/CPE accredited. Textbooks/course materials required. TWA

QuickBooks—Level II
Expand your QuickBooks knowledge! Learn how to customize forms, use other QuickBooks accounts, set up accounts to track inventory and track and pay sales tax, do payroll, estimate time and job costs, write letters, and other day to day transactions. Enrolled students are eligible for a five-month trial of QuickBooks Desktop. Information on how to access your free trial will be sent to you prior to class. Prerequisites: QuickBooks—Level I, keyboarding skills, and some accounting knowledge or equivalent knowledge. CPA/CPE accredited. Textbooks/course materials required. TWA

Course: CMP080 12 Hours
$99 + $198 fee = $297; NMR add $140
Rockville Campus
CRN#: 24563 4 Sessions M W
10/12-10/21 9:30 a.m.-12:30 p.m.

For the online version of this course, please use:
Course: ITI464
$99 + $198 fee = $297; NMR add $140
Structured Remote
CRN#: 25363 6 Sessions T R
10/20-11/5 6-8 p.m.

QuickBooks—Level III
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. Enrolled students are eligible for a five-month trial of QuickBooks Desktop. Information on how to access your free trial will be sent to you prior to class. Prerequisites: Basic accounting knowledge, MS Excel–Levels I and II, and QuickBooks–Levels I and II, or equivalent experience. Textbooks/course materials required. TWA

Course: ITI175 12 Hours
$99 + $191 fee = $290; NMR add $140
Rockville Campus
CRN#: 25283 4 Sessions M W
10/26-11/4 9:30 a.m.-12:30 p.m.

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

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

For more information, please visit us online or call 240-567-3830.
Step by Step Guide to Self-Publish with Amazon

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

Course: ITI439 6 Hours
$45 + $80 fee = $125; NMR add $120
Structured Remote
CRN#: 25326 3 Sessions  M W F
9/21-9/25 9-11 a.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. Prerequisites: AWS I or equivalent experience. Textbooks/course materials required. TWA

Course: ITI444 18 Hours
$99 + $306 fee = $405; NMR add $225
Structured Remote
CRN#: 25331 6 Sessions  T R
10/6-10/22 6-9 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 class. Students will learn how to configure and manage the AWS environment with greater efficiency and automation. They will use the command line, SDKs, and templates to use infrastructure as code, they will use CloudFormation, Elastic Beanstalk, and OpsWorks to automate deployment, and they will learn about AWS data storage technologies, and will be introduced to relational database services. This course is for administrators, solution architects and developers interested in using AWS services, and those interested in becoming AWS network administrators. All students are expected to have an AWS account, please visit: aws.amazon.com. Prerequisites: AWS I or equivalent experience. Textbooks/course materials required. TWA

Course: ITI445 18 Hours
$99 + $306 fee = $405; NMR add $225
Structured Remote
CRN#: 25332 6 Sessions  T R
10/27-11/12 6-9 p.m.

Microsoft Azure - Introduction

Learn to how to host, backup and maintain servers and Microsoft Azure services using the Azure platform. This course is for administrations and developers interested in using Microsoft Azure and those interested in becoming Azure administrators. Prerequisites: Experience implementing, developing or managing IT systems. TWA

Course: ITI442 18 Hours
$199 + $106 fee = $305; NMR add $160
Structured Remote
CRN#: 25329 6 Sessions  T R
8/25-9/10 6-9 p.m.

Computer Networks

Cisco CCNA—Introduction to Networks

This course focuses on end and networking devices, their protocols and the Internet. The student will learn the elements of a network, identify components such as routers, switches, firewalls and the networking features of popular operating system such as Microsoft Windows and Linux distributions like Ubuntu. In addition to the above networking components the course will heavily focus on IPv4 and IPv6 addressing to build logical networks. This online course will make extensive use of Cisco Packet Tracer network simulation tool to learn the Cisco devices’ command set using its Command Line Interface (CLI). Prerequisites: It is highly recommended the student is very familiar with Windows 10 Professional Edition (preferred) screen and features navigation, Windows Administrative Tools in particular. Familiarity with search for software distributions (a.k.a. Linux distributions).
Computer Support Specialist—MCSA Windows 10
This course will prepare you for the Microsoft certification exam MD-100 and MD-101 and be certified as a Modern Desktop Administrator Associate. Obtain the knowledge and skills required to install and configure Windows 10 desktops and devices in a Windows Server domain corporate environment. These skills include how to install and customize Windows 10 operating systems and apps, and configure local and remote network connectivity and storage. Learn how to configure data security, device security, network security, and integrate Microsoft Azure features. This course is for new and experienced 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: Knowledge of and experience with the Windows operating system, as well as basic computer networking concepts. Textbooks/course materials required. TWA
Course: IT1277  100 Hours $519 + $1,384 fee = $1,903; NMR add $800
Gaithersburg Business Training Center CRN#: 25286  27 Sessions  T R 9/1-12/8  6-9:45 p.m.
No class 11/24, 11/26
Cisco CCNA Complete Lab
This is the required lab for the Cisco CCNA Complete class. Students registered in this class must also be registered for IT1277. TWA
Course: IT1300  40 Hours $15 + $55 fee = $70; NMR add $50
Gaithersburg Business Training Center CRN#: 25289  10 Sessions  S 9/12-11/14  9 a.m.-1 p.m.

Cisco CCNA Complete
This accelerated class is designed to take you through all four courses of the Cisco Networking Academy CCNA Routing and Switching Program and prepare you for the Cisco Certified Network Associate (CCNA) certification. Achieving the CCNA certification will help you get hired and succeed in jobs related to networking computers and devices. Career pathways include: network technician, support engineer, network administrator, network designer, and network engineer. Montgomery College participates in the Cisco Networking Academy Program and has Cisco lab facilities that are second to none in the region. Cisco labs are required and are held on Saturdays. Students who register for this class must register also for the lab sessions, course IT1300. This is an exciting, challenging and rewarding course. For more information: http://cns.montgomerycollege.edu/it/ computernetworks/ccnacomplete.html Prerequisites: Knowledge of networking infrastructure or equivalent experience. Textbooks/course materials required. TWA
Course: IT1428  40 Hours $199 + $200 fee = $399; NMR add $160
Structured Remote CRN#: 25312  16 Sessions  T R 9/8-10/29  6-8:30 p.m.

Network+ Certification Training and Exam Prep
Over time, the CompTIA Network+ certification has proven to be a must have certification for IT professionals new to networking, as well as seasoned professionals. Its profile has risen to the point where it is often recommended (or required) by major corporations and government agencies and is a condition of employment. In this course, you will be exposed to the five domains tested in the Network+ exam: network concepts, network installation and configuration, network media and topologies, network management, and network security. Upon completion of this course, you will be prepared to take the Network+ Certification exam. Prerequisites: Networking Fundamentals, knowledge of operating systems and hardware, or equivalent experience. Textbook access and purchase information will be available at the first class. Estimated price of course materials $130. TWA
Course: IT1294  94 Hours $200 + $899 fee = $1,099; NMR add $650
Gaithersburg Business Training Center CRN#: 25288  27 Sessions  M W 8/31-12/9  6-9:30 p.m.
No class 9/7, 11/23, 11/25

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 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 hours), Network+ Certification Exam Preparation (42 hours), Security+ Certification Exam Preparation (20 hours). Other added benefits: Career advice and resume building workshops, academy priced vouchers for certification exams, virtual labs and additional learning resource. 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: IT1378  60 Hours $200 + $599 fee = $800; NMR add $350
Gaithersburg Business Training Center CRN#: 25300  20 Sessions  M W 9/14-11/18  6:30-9:30 p.m.

Cisco CCNA Complete Lab
This is the required lab for the Cisco CCNA Complete class. Students registered in this class must also be registered for IT1294. TWA
Course: IT1241  42 Hours $199 + $405 fee = $604; NMR add $300
Structured Remote CRN#: 25285  14 Sessions  M W 9/28-11/11  6-9 p.m.
Networking Fundamentals
Build a solid foundation in computer networking concepts, and start preparing for the CompTIA IT Fundamentals certification. Learn the basics of computing, IT infrastructure, software development, and database use. In addition, learn the basic of installing software, establishing basic network connectivity, and identifying/preventing basic security risks. The information you learn in this training serves as the foothold for your career in information technology. This course is a prerequisite for the Network + course. Prerequisites: Computer Basics, File Management Skills, or a solid understanding of computer hardware and operating systems. Textbooks/course materials required. TWA
Course: ITI441  18 Hours
$65 + $139 fee = $204; NMR add $140
Structured Remote
CRN#: 25328  6 Sessions  M W
8/31-9/21  6-9 p.m.
No class 9/7

Computer-Aided Design

Computer Aided Design (CAD)
Get acquainted with the fundamentals of AutoCAD 2018 software. This class will provide a solid foundation in the essentials of the drawing environment, basic draw and modify commands, support tools, and printing capabilities. At the conclusion, you will have the basic knowledge required to create, edit, and print clean, accurate drawings. Prerequisite: Working with Windows or equivalent experience. Familiarity with drafting techniques. TWA
Course: CMP076  30 Hours
$267 + $500 fee = $767; NMR add $350
Rockville Campus
CRN#: 24560  10 Sessions  M W
9/21-10/21  6:30-9:30 p.m.

Cybersecurity

CISSP Test Preparation
The Certified Information Systems Security Professional (CISSP) course is designed to ensure that someone handling computer security for a company or client has mastered a standardized body of knowledge. Certified Information Systems Security Professional (CISSP) has developed as the key certification for security professionals in government and industry. Corporations are seeking certified, experienced information security professionals to safeguard their information and assets. The CISSP is considered the global standard that proves an individuals proficiency in several security disciplines. Security professionals consider the Certified Information Systems Security Professional (CISSP) to be the most desired certification to achieve. This course is intended for experienced cyber professionals that have the background to take the CISSP but need help preparing for the exam. Prerequisites: Two years of experience and extensive knowledge of cybersecurity. The ideal candidate has already started preparing to take the exam and would be using this class to complete their preparation. Textbooks/course materials required. TWA
Course: ITI380  42 Hours
$400 + $697 fee = $1,097; NMR add $650
Structured Remote
CRN#: 25301  14 Sessions  T R
9/15-10/29  6-9 p.m.

Cybersecurity Foundations Training
Gain the skills, knowledge, and credentials required to begin a career in the fields of Information Technology and Cybersecurity. You will learn the fundamentals of Linux including the essentials of the file system, command line interface, and basic utilities. You will also obtain essential knowledge of networking. Learn how to use the internet works and how to combine servers, routers, switches, hubs, and gateways into networks that can connect to the internet. Gain an understanding of how SSL, DHCP, DNS HTTPS combine to give us our modern internet security framework. Finally, prepare for the CompTIA Security+ certification. Security+ is one of the most widely sought after certifications for those seeking to either enter or advance in the security field. In this course, learn the key concepts and skills required to obtain this industry significant certification. Prerequisites: Basic computer knowledge, keyboarding skills, operating systems knowledge, a strong interest in computers and technology, and good problem solving skills. TWA
Course: ITI375  75 Hours
$300 + $599 fee = $899; NMR add $400
Structured Remote
CRN#: 25299  25 Sessions  T R
9/1-12/1  6-9 p.m.
No class 11/24, 11/26

Digital Forensics—Hands-On
Digital Forensics is a popular field with many opportunities for current and aspiring IT Professionals. In this advanced course on Digital Forensics, students will work on actual cases by investigating memory captures, network captures and system logs. The students will attempt to perform a complete forensic examination and ascertain what happened and what can be proved. This course is for students that are completing a digital forensics series or are already working in cybersecurity. Prerequisites: Digital Forensics—Introduction, or equivalent experience. TWA
Course: ITI447  18 Hours
$99 + $190 fee = $289; NMR add $140
Structured Remote
CRN#: 25334  6 Sessions  M W
9/21-10/7  6-9 p.m.

Digital Forensics—Introduction
Digital Forensics involves the investigation of computer-related crimes with the goal of obtaining evidence to be presented in court of law. In this course, you will learn the basic skills necessary to begin the study of digital forensics. You will also learn how to examine network, log and file system evidence for traces of incursion and attack. Prerequisites: Students should have a working knowledge of computer operations and architecture. TWA
Course: ITI446  6 Hours
$45 + $80 fee = $125; NMR add $120
Structured Remote
CRN#: 25333  2 Sessions  M W
9/14-9/16  6-9 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+ exams six testing domains: Technologies and Tools, Architecture and Design, Identity and Access Management, Risk Management, Cryptography, and Threats, Attacks and Vulnerabilities. Upon completion of the course, students will be able to sit for the Security+ certification exam. Prerequisites: Network+ or equivalent experience. Textbooks/course materials required. TWA
Course: ITI240  40 Hours
$199 + $405 fee = $604; NMR add $300
Structured Remote
CRN#: 25284  13 Sessions S
9/12/11/14  9 a.m.-12:05 p.m.

Splunk for Power Users
Splunk is a fully featured, searching, analyzing, monitoring and reporting platform for collecting data. Splunk is easy to use and deploy. It turns machine data into intelligence, rapid visibility and insight. Splunk basically processes all of your text-based log data, and presents a simple way to going over it. It started out as Google for your logs, but now, it's more than that. Learn how you can easily examine for specific patterns, or develop all manner of graphical reports. Learn how to search, navigate, and create reports, manage knowledge objects, and extract knowledge from a sea of information. Prerequisites: Familiarity with basics of cybersecurity and/or data science. Textbooks/course materials required. TWA
Course: ITI453  18 Hours
$99 + $186 fee = $285; NMR add $140
Structured Remote
CRN#: 25340  6 Sessions T R
9/22/10/8  6-9 p.m.

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 this 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 course 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 Textbooks/course materials required. TWA
Course: ITI461  12 Hours
$99 + $100 fee = $199; NMR add $120
Structured Remote
CRN#: 25360  4 Sessions T R
10/13/10/22  6-9 p.m.

Data Analytics BootCamp—Advanced
You have learned how to clean data, analyze it and visualize what you have found. What is your next step? Another class of course! The Advanced Data Analytics Bootcamp picks up where the Introductory Data Analysis Bootcamp leaves off. Students that are already familiar with python and/or R and the basics of the data science pipeline are now introduced to more advanced skills: web scraping, consuming Web APIs, SQL, advanced clustering and classification algorithms, model optimization and applying solid design principles to dashboard creation. This is a hybrid class consisting of 60 hours of in-class instruction and 30 hours of online instruction utilizing videos, individual and group projects. Prerequisites: Completion of the introductory Data Analysis Bootcamp, or a basic understanding of Python, data analysis algorithms and data visualization. TWA
Course: ITI399  90 Hours
$199 + $349 fee = $548; NMR add $300
Structured Remote
CRN#: 25303  20 Sessions F S
9/12/11/21  9 a.m.-12 p.m.

Data Science for Managers
Assemble the right team, ask the right questions, and avoid the mistakes that derail data science projects. Learn what you need to know to begin assembling and leading a data science enterprise, even if you have never worked in data science before. This is a crash course in data science so that you become conversant in the field and understand your role as a leader. You will learn how to recruit, assemble, evaluate, and develop a team with complementary skill sets and roles. Understand the structure of the data science pipeline, the goals of each stage, and how to keep the team on target throughout. Finally, learn some down-to-earth practical skills that will help you overcome the common challenges that frequently derail data science projects. Prerequisites: A basic understanding of Excel. TWA
Course: ITI460  12 Hours
$99 + $100 fee = $199; NMR add $120
Structured Remote
CRN#: 24347  4 Sessions T R
9/29/10/8  6-9 p.m.

Course: ITI461  12 Hours
$99 + $100 fee = $199; NMR add $120
Structured Remote
CRN#: 25360  4 Sessions T R
10/13/10/22  6-9 p.m.

Course: ITI460  12 Hours
$99 + $100 fee = $199; NMR add $120
Structured Remote
CRN#: 24347  4 Sessions T R
9/29/10/8  6-9 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. Textbooks/course materials required: www.montgomerycollege.edu/bookstore or call 240-567-5302. TWA

**Course: ITI459**  
12 Hours  
$99 + $100 fee = $199; NMR add $120

**Structured Remote**

CRN#: 25346  4 Sessions  
9/15-9/24  6-9 p.m.

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**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. Textbooks/course materials required: TWA

**Course: ITI420**  
30 Hours  
$199 + $249 fee = $448; NMR add $225

**Structured Remote**

CRN#: 25309  10 Sessions  
10/20-11/19  6-9 p.m.

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**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 will 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. Textbooks/course materials required. TWA

**Course: ITI462**  
12 Hours  
$99 + $100 fee = $199; NMR add $120

**Structured Remote**

CRN#: 25361  4 Sessions  
10/27-11/5  6-9 p.m.

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**Storytelling with Data**

Charts and graphs are widely used for presenting information to an audience but many organizations are guilty of death by PowerPoint. Whether you are a project manager, business analyst, data scientist, or just curious about data, this course will guide you through a series of hands-on activities to understand how to interpret data in a presentation. This class is designed for students to develop a data culture mindset in order to drive better decision-making and build a foundation for further Data Analytics track courses.

**Prerequisites:** Basic knowledge of Excel. Textbook/course materials required: TWA

**Course: ITI458**  
12 Hours  
$99 + $100 fee = $199; NMR add $120

**Structured Remote**

CRN#: 25345  4 Sessions  
9/1-9/10  6-9 p.m.

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**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 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. Textbooks/course materials required: TWA

**Course: ITI419**  
48 Hours  
$199 + $500 fee = $699; NMR add $300

**Structured Remote**

CRN#: 25308  10 Sessions  
9/12-11/14  9 a.m.-12 p.m.

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**Databases**

**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: ITI416**  
42 Hours  
$389 + $600 fee = $989; NMR add $400

**Gaithersburg Business Training Center**

CRN#: 25305  14 Sessions  
10/19-12/9  6:30-9:30 p.m.

No class 11/23, 11/25

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**Remote Learning Support**

See What’s New on page 2.

**Structured Remote vs Distance Learning**

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

Distance Learning classes are at your leisure during the semester and will not transition to in-person classes.
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: ITI317 42 Hours
$289 + $0 fee = $289; NMR add $400
Gaithersburg Business Training Center
CRN#: 25306 10 Sessions M W
8/31-10/12 6:30-9:30 p.m.
No class 9/7
Structured Remote
CRN#: 25327 16 Sessions T R
8/25-10/22 6-8:30 p.m.

Programming

iPhone/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: ITI347 42 Hours
$100 + $299 fee = $399; NMR add $160
Structured Remote
CRN#: 25299 10 Sessions S
9/12-12/12 9 a.m.-12:05 p.m.

Java Programming—Introduction

Java is one of the most popular programming languages out there. This course covers an overview of object-oriented programming, and will provide you with a basic foundation in Java. Topics include Java language essentials, Java Software Development Kit (J2SDK), and simple standalone text and graphics applications in Java. Prerequisites: Programming Fundamentals or equivalent experience. Knowledge of another programming language is helpful but not required. Textbooks/course materials required. TWA

Course: ITI417 42 Hours
$289 + $0 fee = $289; NMR add $400
Gaithersburg Business Training Center
CRN#: 25306 12 Sessions M W
8/31-10/12 6-9:30 p.m.
No class 9/7
Structured Remote
CRN#: 25327 16 Sessions T R
8/25-10/22 6-8:30 p.m.

Java Web Development Bootcamp

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

Course: ITI417 18 Hours
$99 + $205 fee = $304; NMR add $160
Structured Remote
CRN#: 25307 6 Sessions M W
9/10-9/21 6-9 p.m.

Computer Technology/ITI

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 survey tool. This course will cover: Servlets, JSP, Expression Language, JSTL, JPQL, Sessions/Cookies, HTML/CSS/JavaScript and the Bootstrap Framework. Prerequisites: Programming knowledge with a basic understanding of an object oriented language: Java, C#, VB.NET or C++. Experience developing web applications is not required. TWA

Course: ITI417 18 Hours
$99 + $205 fee = $304; NMR add $160
Structured Remote
CRN#: 25307 6 Sessions M W
9/10-9/21 6-9 p.m.

Python Programming—Level I

Learn basic Python. Python is a powerful scripting language that can be used to automate system administration, create powerful web pages, develop mobile applications and more. This course is an introduction to Python and introduces many beginner programming concepts along the way. Learn Python objects, Python Statements and syntax, numbers, strings, lists, numeric types, variables and references, and strings. Topics also include functions, scopes, arguments, advanced functions, module coding and packages. Prerequisite: Programming Fundamentals or equivalent experience. Experience with an object oriented language such as C++, Java, or C# recommended but not required. Textbooks/course materials required. TWA

Course: ITI317 18 Hours
$99 + $186 fee = $285; NMR add $140
Gaithersburg Business Training Center
CRN#: 25341 6 Sessions M W
9/14-9/30 6-9 p.m.

Structured Remote
CRN#: 25342 5 Sessions M W
10/5-10/19 6-9 p.m.

Programming Fundamentals

This course provides knowledge to begin programming in any language. The course covers creating small programs to explore conditions, loops, variables, expressions, working with different kinds of data, how to debug, and using different approaches to building programs in Python. Topics include: Understanding compiled and interpreted languages, requesting input, working with numbers, characters, strings, and operators, Writing conditional statements and loops, and debugging. Prerequisites: Working with Windows,

Course: ITI453 18 Hours
$99 + $210 fee = $309; NMR add $160
Gaithersburg Business Training Center
CRN#: 25357 6 Sessions T R
9/1-9/17 6:30-9:30 p.m.

File Management Skills or equivalent experience. Textbooks/course materials required. TWA

Course: CMP839 18 Hours
$99 + $205 fee = $304; NMR add $160
Structured Remote
CRN#: 25341 6 Sessions M W
9/14-9/30 6-9 p.m.

Python Programming—Level I

Learn basic Python. Python is a powerful scripting language that can be used to automate system administration, create powerful web pages, develop mobile applications and more. This course is an introduction to Python and introduces many beginner programming concepts along the way. Learn Python objects, Python Statements and syntax, numbers, strings, lists, numeric types, variables and references, and strings. Topics also include functions, scopes, arguments, advanced functions, module coding and packages. Prerequisite: Programming Fundamentals or equivalent experience. Experience with an object oriented language such as C++, Java, or C# recommended but not required. Textbooks/course materials required. TWA

Course: ITI457 18 Hours
$99 + $186 fee = $285; NMR add $140
Gaithersburg Business Training Center
CRN#: 25357 6 Sessions T R
9/1-9/17 6:30-9:30 p.m.

Structured Remote
CRN#: 25342 5 Sessions M W
10/5-10/19 6-9 p.m.

Programming Fundamentals

This course provides knowledge to begin programming in any language. The course covers creating small programs to explore conditions, loops, variables, expressions, working with different kinds of data, how to debug, and using different approaches to building programs in Python. Topics include: Understanding compiled and interpreted languages, requesting input, working with numbers, characters, strings, and operators, Writing conditional statements and loops, and debugging. Prerequisites: Working with Windows,

Course: ITI453 18 Hours
$99 + $210 fee = $309; NMR add $160
Gaithersburg Business Training Center
CRN#: 25357 6 Sessions T R
9/1-9/17 6:30-9:30 p.m.

File Management Skills or equivalent experience. Textbooks/course materials required. TWA

Course: CMP839 18 Hours
$99 + $205 fee = $304; NMR add $160
Structured Remote
CRN#: 25341 6 Sessions M W
9/14-9/30 6-9 p.m.

Python Programming—Level I

Learn basic Python. Python is a powerful scripting language that can be used to automate system administration, create powerful web pages, develop mobile applications and more. This course is an introduction to Python and introduces many beginner programming concepts along the way. Learn Python objects, Python Statements and syntax, numbers, strings, lists, numeric types, variables and references, and strings. Topics also include functions, scopes, arguments, advanced functions, module coding and packages. Prerequisite: Programming Fundamentals or equivalent experience. Experience with an object oriented language such as C++, Java, or C# recommended but not required. Textbooks/course materials required. TWA

Course: ITI457 18 Hours
$99 + $186 fee = $285; NMR add $140
Gaithersburg Business Training Center
CRN#: 25357 6 Sessions T R
9/1-9/17 6:30-9:30 p.m.

Structured Remote
CRN#: 25342 5 Sessions M W
10/5-10/19 6-9 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.
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. Prerequisites: Python Programming I or equivalent experience
Textbooks/course materials required. TWA
Course: ITI336
15 Hours
$99 + $186 fee = $285; NMR add $140

Structured Remote
CRN#: 25298
16 Sessions
9/15-11/5  6-8:30 p.m.

Gaithersburg Business Training Center
CRN#: 25293
4 Sessions
10/6-10/15  6:30-9:30 p.m.
This section includes one (1) online session.
For the online version of this course, please use:
Course: ITI456
$99 + $186 fee = $285; NMR add $140
Structured Remote
CRN#: 25343
5 Sessions
10/6-11/9  6-9 p.m.

Salesforce®

Salesforce Administrator Training
Learn and master the concepts of being a Salesforce Administrator. This training will help you develop an understanding of Force.com architecture, Salesforce objects, and the Salesforce interface. Moreover, you will learn how to configure Salesforce so you are able to collect, analyze, and retrieve all of the vital information associated with your customer base. We offer practical hands-on learning that will ensure your job success, as well as the theoretical knowledge needed to to prepare for the Salesforce Certified Administrator exam. Prerequisites: Understanding of basic Database concepts.. TWA
Course: ITI370
40 Hours
$300 + $399 fee = $699; NMR add $300
Structured Remote
CRN#: 25298
16 Sessions
9/15-11/5  6-8:30 p.m.

Salesforce Fundamentals
This 2-day course will provide you with an understanding of what is possible with the Salesforce platform, its specific applications, and their business values and benefits. In this course, we walk you through the basics of the Salesforce platform including Salesforce objects and terminology, the Sales Cloud data model, customizations to support your business process and goals, and how to get data into Salesforce. By learning the features and processes of the platform, you will be able to successfully use Salesforce and have a foundational knowledge to learn more about Salesforce administration. TWA
Course: ITI425
10 Hours
$49 + $100 fee = $149; NMR add $120
Rockville Campus
CRN#: 25311
2 Sessions
8/29-9/12  9:30 a.m.-2:30 p.m.
No class 9/5
For the online version of this course, please use:
Course: ITI438
$49 + $100 fee = $149; NMR add $120
Structured Remote
CRN#: 25325
4 Sessions
9/1-9/10  6-8:30 p.m.

Microsoft SharePoint for Site Administrators

SharePoint

Microsoft SharePoint for Site Administrators
This course is designed for SharePoint site administrators and power users tasked with supporting their organizations Office 365 and/or SharePoint Online tenancy. Starting with building a site collection and adding libraries and lists, to the more advanced steps of setting up and modifying permissions and utilizing built-in and custom security groups, the student will learn required techniques while picking up useful tips. TWA
Course: ITI465
$99 + $100 fee = $199; NMR add $120
Structured Remote
CRN#: 25364
4 Sessions
10/12-10/21  6-9 p.m.

Social Media Networking

Build Your Social Media Marketing Plan Module I—Facebook and Instagram
Learn how to effectively manage a Facebook business page and integrate a business Instagram account to market your business. Learn about effective Facebook and Instagram management; new techniques and emerging trends; tools; 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: ITI450
12 Hours
$95 + $125 fee = $220; NMR add $140
Structured Remote
CRN#: 25337
4 Sessions
9/21-9/30  9:30 a.m.-12:30 p.m.

Build Your Social Media Marketing Plan Module II—Pinterest, YouTube and Snapchat
Learn how to take advantage of these social networks to engage your audience and grow your business. Increase your brand presence 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. Also, learn how to use Snapchat. Snapchat is a short-form, video-sharing app that allows users to create and share photos and videos that disappear after they are viewed. Participants are expected to have active Pinterest, 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 Snapchat. TWA
Course: ITI451
12 Hours
$95 + $125 fee = $220; NMR add $140
Structured Remote
CRN#: 25338
4 Sessions
10/5-10/14  9:30 a.m.-12:30 p.m.
Build Your Social Media Marketing Plan Module III—Twitter and TikTok
Learn how to effectively manage a Twitter business account and integrate it into your overall marketing strategy. Learn how to create a great user name and profile, define your brand personality, and begin tweeting. Use tools to manage your daily efforts, including how to monitor Twitter, and schedule tweets. Also, learn how to use TikTok. TikTok is a short-form, video-sharing app that allows users to create and share 15-second videos, on any topic. E-book required available on Amazon: www.amazon.com/500-Social-Media-Marketing-Tips-ebook/dp/B007L50HE6. Prerequisite: Introduction to Social Media Marketing or some experience with Twitter business pages. TWA
Course: ITI449  6 Hours
$29 + $69 fee = $98; NMR add $50

Structured Remote
CRN#: 25336  3 Sessions  M W F
9/14-9/18  9:30-11:30 a.m.

Web and Mobile Design and Development
Please make sure you have the PC or laptop requirements stated for all courses, see page 25. Once you register the instructor will provide clear instructions and guidance on how to access all applications you need to take these classes

Front-End Web Development Capstone Portfolio
In this capstone online course, the students will organize their project to create a portfolio based on the projects developed in the Front-End Web Development core courses. The instructor will provide feedback on their project, and by the completion of this course, students will have created a portfolio site with examples of their work. Successful completion of this course is required to obtain a certificate of completion of the Front-End Web Development course sequence. Prerequisites: Students must have completed HTML5, CSS3, JavaScript, jQuery, XML/JSON/Ajax, Responsive Web Design (RWD), and Front-End Web Development Hands-On. TWA
Course: ITI396  12 Hours
$40 + $59 fee = $99; NMR add $50

Structured Remote
CRN#: 25302  11/3-12/15

HTML & CSS3
Learn the basic building blocks of designing and creating websites optimized for modern computers, tablets, and mobile phones using HTML5. Topics include basic HTML5 elements and attributes, including hyperlinks, images, and tables. Advanced techniques to effectively create multiple column layouts using new HTML5 structural elements. Advanced HTML5 Application Programming Interfaces (APSS) will also be covered. Prerequisites: Working with Windows, File Management Skills or equivalent experience; familiarity with the internet and keyboarding skills. Textbooks/course materials required. TWA
Course: ITI431  24 Hours
$199 + $200 fee = $399; NMR add $160

Structured Remote
CRN#: 25315  8 Sessions  M W
8/31-9/28  6-9 p.m.
No class 9/7

JavaScript and 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. Textbooks/course materials required. TWA
Course: ITI430  15 Hours
$99 + $100 fee = $199; NMR add $120

Structured Remote and Distance Learning
CRN#: 25314  6 Sessions  M T W R F
9/28-10/2  12-1 p.m.

Digital Marketing—Bootcamp
This digital marketing course is for entrepreneurs and professionals in any field who need to understand how digital marketing works and how to use digital marketing tools strategically to reach their market. It takes a deep dive into the essential channels and tactics behind effective campaigns. Students will be taught how to build a campaign, decide which social media platforms to use in a campaign, use branded content & influencer marketing, and how to measure their success. Prerequisites: Basic understanding of marketing and knowledge of the internet. Textbooks/course materials required. TWA
Course: ITI430  15 Hours
$99 + $100 fee = $199; NMR add $120

Structured Remote and Distance Learning
CRN#: 25314  6 Sessions  M T W R F
9/28-10/2  12-1 p.m.

ROOM NUMBERS
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**Computer Technology/ITI—Cosmetology**

**Course: ITI431**  18 Hours
$199 + $200 fee = $399; NMR add $160
**Structured Remote**
CRN#: 25316  8 Sessions  M W
10/5-10/28  6-9 p.m.

**Responsive Web Design**
Learn the foundational 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. **Textbooks/course materials required.**  

**Course: ITI432**  24 Hours
$199 + $200 fee = $399; NMR add $160
**Structured Remote**
CRN#: 25317  4 Sessions  M W
10/14-10/29  6-10 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. **Textbooks/course materials required.**

**Course: ITI433**  12 Hours
$99 + $100 fee = $199; NMR add $100
**Structured Remote**
CRN#: 25567  10 Sessions  M W
9/9-10/28  6-10 p.m.

**Cosmetology**

**Structured Remote Notice:** Until further notice, all cosmetology courses will be offered online as structured remote courses. This means the course will meet live online at the time designated listed on the College website. The online mode of instruction will either be through Zoom or Blackboard.

**Makeup Artistry**

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

**Course: COS001**  40 Hours
$255 + $148 fee = $403; NMR add $225
**Structured Remote**
CRN#: 25568  6 Sessions  W R
10/1/10-11/11  6-9 p.m.

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

**Course: COS016**  24 Hours
$128 + $95 fee = $223; NMR add $140
**Structured Remote**
CRN#: 25676  6 Sessions  W R
10/14-10/29  6-10 p.m.

**Nail Technician**

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

**Course: COS004**  50 Hours
$255 + $265 fee = $520; NMR add $250
**Structured Remote**
CRN#: 25566  13 Sessions  M T W
9/8-10/6  5:30-9:30 p.m. (9/8-10/5)
5:30-7:30 p.m. (10/6)

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

**Course: COS005**  100 Hours
$510 + $515 fee = $1,025; NMR add $650
**Structured Remote**
CRN#: 25673  25 Sessions  M T W
10/12-12/8  5:30-9:30 p.m.

**ROOM NUMBERS**
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Natural Hair Care

Natural Hair Care Education Certificate (Continuing Education)
Invest in yourself. The Natural Hair Care certificate provides hair stylists with skills in natural hair care and styling, hair transition, client retention, and hairlocing techniques. The course is taught by Susan Peterkin-Bishop, a licensed senior cosmetologist and has over 30 years of natural hair business experience. You must purchase textbooks(s)/materials and bring them to the first class.

Course: COS033  36 Hours
$160 + $165 fee = $325; NMR add $160
Structured Remote
CRN#: 25569  12 Sessions  M 8/31-11/23  6-9 p.m.

Early Childhood Education / Child Care

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

Educación preescolar en español
Para más información, llame a Nelida Andres: 240-567-3827 o Carolina Fernandez: 240-567-2550 or e-mail nelida.andres@montgomerycollege.edu. carolina.fernandez@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.cdacouncil.org.

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

Child Development

Child Growth and Development
Learn the principles of child growth and development necessary for working in programs that serve children from infancy through age eight. Social, emotional, physical, and intellectual development of young children and the implications of these areas of growth and development on group care are emphasized. This class provides the first 45 of the 90 classroom hours needed to become a teacher in programs licensed by the MSDE Office of Child Care Licensing. For the second 45 hours, see Planning Curricula for Child Care. (4.5 CEUs) Textbook required at first class. Beginnings and Beyond, 10th Edition. TWA

Course: ECH205  45 Hours
$125 + $225 fee = $350; NMR add $160
Structured Remote
CRN#: 24581  15 Sessions  T R 9/8-10/27  6:30-9:30 p.m.

Structured Remote
CRN#: 24584  13 Sessions  W S 9/12-10/24  7-9 p.m. (W) 9 a.m.-2:30 p.m. (S)

Integrating Social-Emotional Learning
This course provides instruction on Social-Emotional development. Topics include reviewing of the social-emotional milestones, learning strategies to include it, and identifying ways to incorporate it to the Project Approach. TWA

Course: ECH327  3 Hours
$21 + $34 fee = $55; NMR add $50
Structured Remote
CRN#: 24609  1 Session  W 9/30  6:30-9:30 p.m.

Fall 2020
Although classes in the brochure may reflect face-to-face meetings, please note, until further notice from the Montgomery County Leaders, classes will be taught online through distance learning or structured remote format. Visit our website often for up-to-date information.

Curriculum

Books and Storytelling for Literacy and Beyond
Use books and storytelling to implement developmentally appropriate practices and the Project Approach in different settings. You will also learn strategies to choose fitting books. (0.3 CEUs) TWA

Course: ECH314  3 Hours
$21 + $34 fee = $55; NMR add $50
Structured Remote
CRN#: 24608  1 Session  W 11/4  6:30-9:30 p.m.

Lesson Planning for ECE
This course provides instruction on creating lesson plans that allow students to reach mastery. Topics include context for learning, instructional delivery and evaluation of the lesson plan. TWA

Course: ECH354  4 Hours
$21 + $34 fee = $55; NMR add $50
Structured Remote
CRN#: 24612  1 Session  S 10/24  9:30 a.m.-1:30 p.m.

Planning Curricula for Child Care
This course provides you with principles of curriculum planning for programs serving children from infancy through age five. Activities, methods, and materials appropriate to the areas of curriculum in an early childhood program are emphasized. Attention is given to staff and parent communication and community resources. This course provides the second 45 of the 90 classroom hours needed to become a teacher in programs licensed by the MSDE Office of Child Care Licensing. Prerequisite: Students must complete Child Growth and Development prior to registering for this course. (4.5 CEUs) TWA

Course: ECH207  45 Hours
$125 + $225 fee = $350; NMR add $160
Structured Remote
CRN#: 24585  15 Sessions  T R 10/29-12/22  6:30-9:30 p.m. No class 11/26

Structured Remote
CRN#: 24586  13 Sessions  W S 10/31-12/19  7-9 P.M. (W) 9 a.m.-2:30 p.m. (S) No class 11/25, 11/28
Early Childhood Education

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 developmental milestones. (0.3 CEUs) TWA
Course: ECH255 3 Hours
$21 + $34 fee = $55; NMR add $50
Structured Remote
CRN#: 24587 1 Session  M
11/9 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
Structured Remote
CRN#: 24607 1 Session  S
10/24 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#: 24588 1 Session  S
9/19 9 a.m.-3:30 p.m.
CRN#: 24590 1 Session  S
11/21 9 a.m.-3:30 p.m.

Health and Hygiene in Child Care Settings
Learn appropriate hand washing and glove usage procedures, practice the correct use of thermometers, discuss appropriate food handling and conservation. (0.3 CEUs) TWA
Course: ECH352 3 Hours
$21 + $34 fee = $55; NMR add $50
Structured Remote
CRN#: 24610 1 Session  S
11/14 9:30 a.m.-12:30 p.m.

Communication Skills for Child Care Professionals
This course is designed for child care professionals as an introduction to the basic concepts of developing strong communication skills when working in a child care center. Topics include speaking, writing, interpersonal communication strategies, and critical techniques, with a focus on communication with parents and coworkers, and communication issues within a typical child care day. (0.9 CEUs) TWA
Course: ECH170 9 Hours
$50 + $77 fee = $127; NMR add $120
Structured Remote
CRN#: 3 Sessions  T W R
11/17-11/19 6:30-9:30 p.m.

Professionalism

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 and family child care. (0.6 CEUs) TWA
Course: ECH172 6 Hours
$20 + $50 fee = $70; NMR add $50
Structured Remote
CRN#: 24580 1 Session  S
12/12-12/12 9 a.m.-3:30 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#: 24588 1 Session  S
9/19 9 a.m.-3:30 p.m.
CRN#: 24590 1 Session  S
11/21 9 a.m.-3:30 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
Structured Remote
CRN#: 24607 1 Session  S
10/24 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#: 24588 1 Session  S
9/19 9 a.m.-3:30 p.m.
CRN#: 24590 1 Session  S
11/21 9 a.m.-3:30 p.m.

Professionalism
Introducción a STEM (ciencias, tecnología, ingeniería y matemáticas)
Aprenda en que consiste la enseñanza de STEM (ciencias, tecnología, ingeniería y matemáticas) y como incorporarla a su programa de educación infantil para estimular el aprendizaje científico en los niños. (0.3 CEUs) TWA
Course: ECS109 3 Hours
$21 + $34 fee = $55; NMR add $50
Structured Remote
CRN#: 24625 1 Session  W 10/21 6:30-9:30 p.m.

Planificación de currículos para centros de cuidado infantil
Aprenda los principios para la planificación de currículos para guarderías de niños de 0 a 5 años. Se hará énfasis en los métodos, actividades y materiales apropiados para las diferentes áreas del currículo de cuidado infantil. Se dará una especial atención al área de comunicación entre proveedores y padres, así como se enseñará a utilizar diferentes recursos comunitarios. Este curso provee las segundas 45 de las 90 horas requeridas para trabajar como profesora en centros de guardería. (4.5 CEUs) TWA
Course: ECS027 45 Hours
$125 + $225 fee = $350; NMR add $160
Structured Remote
CRN#: 24618 7 Sessions  W S 10/31-12/19 7-9 p.m. (W)
9 a.m.-2:30 p.m. (S)

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
Structured Remote
CRN#: 24615 7 Sessions  W S 9/12-10/24 7-9 p.m. (W)
9 a.m.-2:30 p.m. (S)

Desarrollo socioemocional
Adopte estrategias y planifique actividades diarias que promuevan el desarrollo socioemocional de los niños. (0.3 CEUs) TWA
Course: ECS112 6 Hours
$21 + $34 fee = $55; NMR add $50
Structured Remote
CRN#: 24628 2 Session  T R 11/17-11/19 6:30-9:30 p.m.

Necesidades especiales
Autismo vs. THDA II
Esta clase es la continuación de ECS093. Expande su conocimiento de las características, síntomas, e indicadores de riesgo de ambos trastornos en la etapa preescolar. (0.3 CEUs) TWA
Course: ECS111 3 Hours
$21 + $34 fee = $55; NMR add $50
Structured Remote
CRN#: 24627 1 Session  S 9/26 11:10 a.m.-2:30 p.m.

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 de medicamentos. (0.6 CEUs) TWA
Course: ECS069 6 Hours
$41 + $54 fee = $95; NMR add $50
Rockville Campus
CRN#: 24621 1 Session  S 10/17 9 a.m.-3:30 p.m.
Entrepreneurship and Small Business

Entrepreneurship and Finance (Start-Up)
This course is designed for students wanting to learn about the financial demands and expectations of entrepreneurship. You will learn corporate formation options, understanding stockholder’s equity, raising money, and will gain competencies in the critical skills of financial statements and reporting, as well as other topics. Harvard Business Case Study purchases required, 2 per course; Instructor will provide instructions at first class. TWA
Course: ENT003 24 Hours
$278 + $72 fee = $350; NMR add $160
Structured Remote
CRN#: 24634 7 Sessions  T R
10/1-10/22 6-9:30 p.m.

Entrepreneurship and Operations (Start-Up)
This course is for students who want to learn about the operational demand and systems involved in running an innovative business. You will learn research and development, production, distribution/delivery, and operations. Gain competencies in critical business skills of logistics, systems organization, and payroll and staffing; practical skills will be learned using the ADP tutorial. Harvard Business Case Study purchases required, 2 per course; Instructor will provide instructions at first class. TWA
Course: ENT002 24 Hours
$278 + $72 fee = $350; NMR add $160
Structured Remote
CRN#: 24633 7 Sessions  T R
10/1-10/22 6-9:30 p.m.

Entrepreneurship: Business Life-cycle and Feasibility Study—Introduction
You will learn the life-cycle of a business and gain competencies in business development and strategic planning along with foundational documents to move you forward to becoming a successful entrepreneur! Harvard Business Case Study purchases required, 2 per course; Instructor will provide instructions at first class. TWA
Course: ENT001 24 Hours
$278 + $72 fee = $350; NMR add $160
Structured Remote
CRN#: 24632 7 Sessions  T R
9/8-9/29 6-9:30 p.m.

Entrepreneurship: Marketing & Public Communication
This course will teach you about the marketing and management of customer value. You will learn how to determine the 3M’s: Message, Medium, and Market. The critical skills of selling into markets with value proposition and managing customer value, along with the practical skills of business pitch and branding. Harvard Business Case Study purchases required, 2 per course; Instructor will provide instructions at first class. TWA
Course: ENT004 24 Hours
$278 + $72 fee = $350; NMR add $160
Structured Remote
CRN#: 24635 7 Sessions  T R
11/19-12/15 6-9:30 p.m.
No class 11/27

Let Us Train Your Work Force At Your Place!
The Early Childhood Education Department now offers more than 150 child development courses in English and 60 courses in Spanish. All of these classes meet the Maryland State Department of Education training requirements. We can individualize the content and training hours to meet your staff’s specific learning needs.
For more information, e-mail nelida.andres@montgomerycollege.edu.

Remote Learning Support
See What’s New on page 2.

Structured Remote vs Distance Learning
Structured Remote classes will meet at a designated meeting date and time with the possibility of transitions to in-person classroom teaching.
Distance Learning classes are at your leisure during the semester and will not transition to in-person classes.
Beyond Marketing—5 Ways to Grow Your Business

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

Course: SMB962
3 Hours
$14 + $25 fee = $39; NMR add $30

Structured Remote
CRN#: 25165  1 Session  W
10/7  6-9 p.m.
CRN#: 25166  1 Session  W
12/9  6-9 p.m.

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 6th edition, is required at the first class and available at campus bookstores or www.psionlinestore.com. TWA

Course: SMB181
12 Hours
$85 + $71 fee = $156; NMR add $120

Structured Remote
CRN#: 25162  2 Sessions  S
9/12-9/19  9 a.m.-3 p.m.
CRN#: 25444  2 Sessions  S
12/5-12/12  9 a.m.-3 p.m.

Home Inspection Cont. Ed. Part I

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

Course: SMB967
15 Hours
$95 + $103 fee = $198; NMR add $120

Rockville Campus
CRN#: 25167  5 Sessions  W
9/30-10/28  6:30-9:30 p.m.

Home Inspection Cont. Ed. Part II

This course is designed for LICENSED Home Inspectors, it provides 15 hours of Continuing Education mandated by the State of Maryland. Topics include: How to inspect and report on the soundness of the HVAC system, insulation and ventilation, and fireplaces and solid burning appliances. TWA

Course: SMB968
15 Hours
$95 + $103 fee = $198; NMR add $120

Rockville Campus
CRN#: 25168  5 Sessions  W
11/4-12/2  6:30-9:30 p.m.

Home Inspection: Make It Your Business

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#: 25164  15 Sessions  R S
9/24-11/12  6:30-9:30 p.m. (9/24-11/5)
9 a.m.-4 p.m. (9/26-11/7)
6:30 p.m. - 8:30 p.m. (11/12)

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.

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

Health Care Courses

Clinical Medical Aide

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.

Course: AHT145
9 Hours
$110 + $55 fee = $165; NMR add $120

Germantown Campus
CRN#: 24550  1 Session  S
9/12  8 a.m.-5:30 p.m.
CRN#: 24551  1 Session  S
10/10  8 a.m.-5:30 p.m.
CRN#: 24552  1 Session  S
11/7  8 a.m.-5:30 p.m.
Clinical Medical Assistant—Labs and Clinical Externship

This 90-hour course serves as the required lab (40 hours) and clinical externship (50 hours) part of the Clinical Medical Assistant Program. Focus will be on the clinical responsibilities of the medical office; assisting the physician with patient contact and related care; preparing patients for examination and treatment; routine laboratory procedures and diagnostic testing; HIPAA and patient confidentiality; the legal aspects of healthcare and related regulatory issues; recording and taking vital signs, blood pressure, and other patient care items related to the physicians 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 program, submit to a thorough background check and drug screening, and meet other requirements. Upon successful completion of both courses, you would be eligible to sit for the National Healthcareer Association (NHA) Certified Clinical Medical Assistant (CCMA) national examination. TWA

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

Rockville Campus
CRN#: 25277 10 Sessions M 9/14-11/16 9 a.m.-1 p.m.
CRN#: 25278 10 Sessions W 9/16-11/18 9 a.m.-1 p.m.

Takoma Park/Silver Spring Campus
CRN#: 25275 10 Sessions T 9/15-11/19 5-9 p.m.
CRN#: 25276 10 Sessions R 9/17-11/19 5-9 p.m.

Dialysis Technician Program

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

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

Takoma Park/Silver Spring Campus
CRN#: 25266 20 Sessions T R 9/15-11/19 6-8:30 p.m.

EKG Technician

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

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

Takoma Park/Silver Spring Campus
CRN#: 25265 20 Sessions T R 9/15-11/19 6-8:30 p.m.
Healthcare Access and Registration Professional Program

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

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

Germantown Campus
CRN#: 25269 24 Sessions M W 9/2-12/2 6-9 p.m.
No class 9/7, 11/23, 11/25, 11/26

Takoma Park/Silver Spring Campus
CRN#: 25267 12 Sessions S 9/12-12/5 8:30 a.m.-2:30 p.m.
No class 11/28

Phlebotomy Technician | Tip

Classroom work includes medical terminology, anatomy and physiology review, blood collection procedures, specimen collection practice, and specimen processing and handling. Laboratory operations are reviewed including safety, quality control, universal precautions, routine laboratory tests, confidentiality, and ethics. This class must be taken with Phlebotomy Technician Clinical (HHS115). TWA

Course: HHS034 90 Hours $1,580 + $600 fee = $2,180; NMR add $1,050

Rockville Campus
CRN#: 25264 10 Sessions S 9/12-11/14 8:30 a.m.-1:30 p.m.

Phlebotomy Technician—Clinical Internship

This class includes a 40-hour clinical opportunity at a local healthcare provider. In addition to other requirements, to be eligible for this Phlebotomy Technician Clinical Internship class, you must have completed or currently be enrolled in Montgomery Colleges 90-hour Phlebotomy Technician Program. Additionally, you must submit to a thorough background check and meet other requirements. These costs are not included in the tuition and fees for this class. Special requirements include Hepatitis B immunization, negative tuberculosis test, and blood test to check immunity; Varicella Zoster IgG Ab; Rubella IgG; Rubeola 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#: 25273 9/27-11/22
CRN#: 25274 9/27-11/15

Physical Therapy and Occupational Therapy Aide Training | Tip

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#: 25264 10 Sessions S 9/12-11/14 8:30 a.m.-1:30 p.m.
Certified Nursing Assistant/Geriatric Assistant Program

To register for CNA courses you MUST ATTEND the FREE orientation session which includes the FREE mandatory reading and math test that you must pass to register.

All payments for CNA Classroom and CNA Clinical and additional fees are due at time of registration. Seats for the Classroom and Clinical are limited.

You must be at least 18 years old and have a Social Security Number or Tax Identification Number for the Maryland Board of Nursing licensing process upon successful completion, as well as a Social Security Number for nursing homes that require criminal background checks prior to being on their premises for educational purposes.

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

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

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

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

Course: AHT223 60 Hours $770 + $155 fee = $925; NMR add $400
The corresponding classroom and clinical MUST be taken together, no substitutions. You must wear uniforms on first day

CNA Classroom at Germantown Campus
CRN#: 24547 22 Sessions T W R 9/8-10/27 5-9:15 p.m.

CNA Clinical at Asbury Methodist Village
CRN#: 24553 11 Sessions T R S 10/29-11/21 5-9:15 p.m. (T R)
7 a.m.-4 p.m. (S)

CNA Classroom at Takoma Park/ Silver Spring Campus
CRN#: 24549 22 Sessions M W F 9/21-10/9 8 a.m.-3:30 p.m.
5-9:15 p.m.

CNA Clinical at Brooke Grove Rehabilitation/Nursing Facility
CRN#: 24559 12 Sessions M W F 11/11-12/9 5-9:15 p.m. (M W)
7 a.m.-4 p.m. (F)

CNA Classroom at Brooke Grove Rehabilitation/Nursing Facility
CRN#: 24548 13 Sessions M W R 9/14-10/12 8 a.m.-3:30 p.m.
8 a.m.-12 p.m. (10/12 only)

CNA Clinical at Brooke Grove Rehabilitation/Nursing Facility
CRN#: 24554 9 Sessions M W R 10/14-11/2 8 a.m.-3:30 p.m.
8 a.m.-12 p.m. (11/2 only)

Due to COVID19, all classes, labs, and clinicals will be taught online until it is deemed safe to resume face-to-face classes. Although classes in the brochure may reflect face-to-face meetings, please note, until further notice from the Montgomery County Leaders, classes will be taught online via Zoom and/or Blackboard learning systems. Therefore, you will need a computer, laptop, tablet, or smartphone camera ready with speakers, internet access and a browser that is current.
Geriatric Nursing Assistant (GNA) Exam/Skills Preparation

This course is designed for CNAs or student nurses who want to prepare to successfully pass the Geriatric Nurse Assistant (GNA) skills and written examination. Topics will include review of the 22 required basic nursing skills with hands-on practice such as hand hygiene, ambulating using transfer belts, vital signs, and test taking strategies to assist in successfully passing the GNA written examination. After successful completion of this course, students will receive an achievement award from Montgomery College and will be eligible to qualify to take the National Nurse Aide Assessment Program (NNAAP) skills and written examinations thorough Pearson Vue. Two pieces of ID such as drivers license, passport, social security card (one must be a photo ID) must be presented on the first day of class. This is also a requirement to take the GNA examination. Course Entry Requirements: Must have proof of any of the following—CNA/GNA training certificates, transcripts for student nurses 1. CNAs who have successfully completed a Board or Nursing-approved 100 hr nursing assistant program that includes clinical experience within the last 12 months. 2. Student nurses currently enrolled in a nursing education program who successfully completed Board of Nursing requirements within the last 12 months. 3. Foreign graduate nurses who have graduated from a nursing program who are waiting to take the NCLEX examination. 4. Graduate nurses who have graduated from an accredited nursing education program in the United States. 5. Expired GNA Certification: Persons with expired GNA license who have worked 8 hours in a nursing home within the last 2 years. Upon completion of this review course, students will: 1. Demonstrate competency in performing 22 basic nursing skills required by the Maryland Board of Nursing. 2. Demonstrate competency in infection control and prevention practices. 3. Demonstrate competency in patient safety practices. 4. Apply principles of body mechanics. 5. Demonstrate appropriate communication techniques TWA Course: AHT240 10 Hours $115 + $50 fee = $165; NMR add $120

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

This course is designed for students who are interested in becoming a certified nursing assistant in the acute hospital setting. Through lecture, discussion, and hands-on practice, you will learn basic nursing skills such as taking vital signs, assessing patient safety, and caring for patients with a variety of diseases. You must pass this class with an average of 80% in order to advance to the hospital-based clinical class. Prerequisites: Attending the CNA Orientation session; scoring at least 80% on both the mandatory reading and math tests; and passing a basic computer competency skill. You will be required to have a criminal background check, obtain a CPR Health Provider certification and up to date immunizations (MMR, Varicella, Hep B, TDap, Influenza) and TB skin test or chest x-ray before the midterm exam Course: NUR070 88 Hours $840 + $275 fee = $1,115; NMR add $650

Takoma Park/Silver Spring Campus
CRN#: 24989 21 Sessions T R U 9/13-11/1 5:00-9:45 p.m. (T R) 12:30-5:45 p.m. (U)

Hospital-Based Certified Nursing Assistant (CNA) Clinical

This course is designed for students who have successfully completed the Hospital-Based Certified Nursing Assistant Classroom. You will apply basic nursing skills learning in the classroom and laboratory practice on patients in the acute hospital setting. Basic computer skills are necessary in this environment along with teamwork and communication skills with team members. After successful completion of the classroom and clinical sections, you will receive a certificate of completion from Montgomery College and be eligible to apply for Certified Nursing Assistant certification through the Maryland Board of Nursing. Course: NUR071 60 Hours $770 + $155 fee = $925; NMR add $650

Shady Grove Hospital
CRN#: 24991 12 Sessions T R U 11/3-12/3 5:30-9:45 p.m. (T R) 7:30 a.m.-12:30 p.m. (U)
No class 11/26

CPR and First Aid

Basic Cardiac Life Support for Healthcare Providers

This course teaches basic life support (BLS) to healthcare professionals and rescue personnel. You will learn adult, infant, and child cardiopulmonary resuscitation (CPR) with the use of the automated external defibrillator (AED), training in rescue breathing with barrier devices and the use of bag-masks, as well as foreign-body airway management. You will receive a American Heart Association BLS Healthcare Provider card link to print your CPR card which 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 instructors control. Courses may be cancelled due to insufficient enrollment. Half hour lunch break included in class time. Wear comfortable clothes and bring a towel or blanket for CPR practice. TWA Course: CPR007 6 Hours $62 + $43 fee = $105; NMR add $120

Gaithersburg Business Training Center
CRN#: 24567 1 Session S 9/19 8:30 a.m.-3 p.m.
CRN#: 24568 1 Session S 10/10 8:30 a.m.-3 p.m.
CRN#: 24569 1 Session F 11/6 9 a.m.-3:30 p.m.

Takoma Park/Silver Spring Campus
CRN#: 24566 1 Session S 9/12 9 a.m.-3 p.m.
CRN#: 24570 1 Session S 12/5 9 a.m.-3:30 p.m.
Hurricane evacuation and preparedness in the emergency response environment. 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 the link to print the American Heart Association 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 cancelled due to insufficient enrollment. Wear comfortable clothes and bring a towel or blanket for CPR practice.

Course: CPR093 3 Hours $35 + $35 fee = $70; NMR add $50

Gaithersburg Business Training Center
CRN#: 24576 1 Session R 11/19 1-4 p.m.

Takoma Park/Silver Spring Campus
CRN#: 24574 1 Session R 9/10 10 a.m.-1 p.m.
CRN#: 24575 1 Session R 10/22 1-4 p.m.
CRN#: 24577 1 Session F 12/18 1-4 p.m.

CPR and AED (Basic) This course teaches members of the general public CPR for adults, children and infants. The course also covers use of an 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 Safety and Health Institute (ASHI) 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 instructors control. Courses may be cancelled due to insufficient enrollment. Wear comfortable clothes and bring a towel or blanket for CPR practice.

Course: CPR084 4 Hours $45 + $35 fee = $80; NMR add $50

Takoma Park/Silver Spring Campus
CRN#: 25260 1 Session M 10/19 5-9 p.m.
CRN#: 24571 1 Session S 10/24 9 a.m.-1 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 the link to print the American Heart Association 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 cancelled due to insufficient enrollment. Wear comfortable clothes and bring a towel or blanket for CPR practice. TWA

Course: CPR090 6 Hours $62 + $43 fee = $105; NMR add $120

Gaithersburg Business Training Center
CRN#: 24572 1 Session S 9/14-10/26 5-9:15 p.m. (M W)

Takoma Park/Silver Spring Campus
CRN#: 24981 19 Sessions M W S 10/17 8:30 a.m.-3 p.m.

The online review system includes internet access and a browser that is current. Therefore, you will need a computer, laptop, tablet, or smartphone camera ready with speakers, internet access and a browser that is current.

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Nurse Refresher Course—Online
**Tip**

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

**Course: NUR069** 100 Hours
$1,235 + $240 fee = $1,475; NMR add $650
**Takoma Park/Silver Spring Campus**
CRN#: 24988 4 Sessions W 9/21-11/6 5:30-9:45 p.m.

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.

**Course: NUR023** 8 Hours
$215 + $60 fee = $275; NMR add $160
**Takoma Park/Silver Spring Campus**
CRN#: 24978 1 Session S 10/31 8 a.m.-5 p.m.

**Online**
CRN#: 24979 2 Sessions T R 11/10-11/12 5:30-9:45 p.m.

Nursing Refresher: Clinical

**Tip**

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

**Prerequisite:** Concurrent enrollment in NUR057 and NUR023. TWA

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

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

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

2. Proof of immunity to the following diseases: *Mumps, Measles (Rubeola) and Rubella:* Must provide serologic evidence that you are immune to Mumps, Measles and Rubella (positive titers). If blood titers are negative for any of these 3 diseases, you must receive two (2) doses of Mumps, Measles and Rubella vaccine (MMR) given 4 weeks apart. (Information documenting past MMR vaccinations is appreciated but cannot take the place of the titer test results.) *Varicella:* Must provide serologic evidence that you are immune to Varicella (positive titers). If titers are negative, you are required to receive two (2) doses of Varicella vaccine given 4 weeks apart. (Documentation of childhood disease will not be accepted). *Hepatitis B:* Three (3) doses of Hepatitis B vaccine given 0,1, and 6 months apart, followed by Hepatitis B surface antibody testing 1-2 months after dose #3 is required. If you cannot provide documentation of the 4-step vaccination process described above, you must obtain serologic evidence of immunity (positive Hep Bs Antibody titer). If this titer is negative for immunity, the vaccination series must be repeated. *Tetanus, Diphtheria,* and *Pertussis:* Documentation of one (1) dose of Tdap vaccine (not to be confused with Dtap) in the past two (2) years, regardless of when the last Tetanus and Diphtheria vaccine was given. *Influenza:* Vaccine is to be given at least 1 month prior to the start date for clinical. Please note: Vaccine series must be completed by the second week of class. All laboratory titers must have date blood was drawn as well as test results.

3. **Tuberculin Skin Test:** (Mantoux Tuberculin test) within 9 months of the start date for clinical is required. If test results show TB exposure in the past or present, you must obtain clearance from your health provider that you are able to attend clinical. A chest x-ray may be needed. (Use the Montgomery College TB clearance form which will be provided with the Health Inventory Form when getting evaluated.)

**Course: NUR007** 60 Hours
$1,110 + $215 fee = $1,325; NMR add $650

**Holy Cross Hospital Germantown**
CRN#: 25422 10 Sessions T R 11/3-12/8 5-11:15 p.m.
No class 11/26

**Holy Cross Hospital Silver Spring**
CRN#: 24932 10 Sessions M W 11/2-12/2 5:11-11 p.m.

**Online**
CRN#: 24933 10 Sessions W R 11/18-12/23 5-11 p.m.

RN Case Manager/Delegating Nurse Training for Assisted Living

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

**Course: NUR014** 16 Hours
$290 + $90 fee = $380; NMR add $160

**Takoma Park/Silver Spring Campus**
CRN#: 24977 2 Sessions S 10/3-10/10 7:30 a.m.-4 p.m.
Hospitality, Food Safety, and Event Management

Event Management

(EMIP) Event Manager Internship Program
The Event Manager Internship Program (EMIP) is for students that have earned their Event Experience Management Continuing Education (EEMCE) certificate. Certificate earners may have the opportunity to engage in an internship that will help prepare them for employment in the industry. Interns will utilize skills learned by potentially being involved in: budgeting, project management, planning, and event closures. Interns are assigned on a case by case basis with the consideration and recommendation of the Event Management instructors; assignments may include cultural, business, and county organizations. Interns are supported throughout, with small groups and/or one on one coaching. Prerequisite: Completion of EEMCE from Montgomery College, Workforce Development and Continuing Education. TWA.

Course: HOS054  30 Hours $15 + $15 fee = $30; NMR add $30
Rockville Campus CRN#: 24756 1 Session 9/8-12/19

Case Study in Event Management Forum
Explore the nuances of planning and executing an event through your participation in the case study method. Evaluate the risks associated with the case event and incorporate troubleshooting strategies and contingency plans. If course is being taken independently and student is not part of the certificate program, the prerequisite is: Basic knowledge of event-development and budgeting process, market segmentation, and promotion tools; EEMCE core class, certificate seeking students are required to take: Intro to Event Mgmt., HOS034; Event Operation, HOS030; Event Marketing, HOS047. TWA.

Course: HOS044  9 Hours $72 + $100 fee = $172; NMR add $120
Rockville Campus CRN#: 24751 3 Sessions 10/20-10/27 6-9 p.m.

Event Experience Management CE Certificate: Cohort
EMC seekers must register for this section to be prepared, supported, and recognized as a participant in our amazing Event Management C.E. Certificate program! Cohort participants will identify certificate program expectations and learn of the virtual event management portfolio instructions. Successful EMC graduates will be recognized at a graduation event and presented with Event Management C.E. Certificate. There are 4 core Hospitality and Event Management courses and one elective course required for this program. Core courses must be taken in the following order: Introduction to Event Management Event Operation Event Marketing Case Study in Event Management Forum After the core course are completed, you may choose from any of one of the following elective courses (Note: not all elective courses are offered every semester): How to Gain Employment in Event Management How to Open an Event Management Business Risk Management and Risk Mitigation for Event Management Technology and Social Media for Event Management

Course: HOS062  2 Hours $10 + $10 fee = $20; NMR add $30
Rockville Campus CRN#: 24758 1 Session 11/19 6:30-8:30 p.m.

Event Management Business Prep
Learn how to open an Event Planning business of your own! Acquire knowledge of the start-up process, including self-assessment, market volatility, and enterprise development. Relate competitive analysis, economic factors, and political ramifications to your enterprise aspirations. Position yourself to strategize, initiate, or expand your event management business. This course can serve as an elective in the Event/Experience Management Continuing Education Certificate Program

Course: HOS060  9 Hours $72 + $100 fee = $172; NMR add $120
Rockville Campus CRN#: 24757 3 Sessions 11/3-11/10 6-9 p.m.

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

Course: HOS047  12 Hours $110 + $120 fee = $230; NMR add $140
Structured Remote CRN#: 24752 4 Sessions 10/6-10/15 6-9 p.m.

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

Course: HOS030  12 Hours $110 + $120 fee = $230; NMR add $140
Structured Remote CRN#: 24749 4 Sessions 9/22-10/1 6-9 p.m.

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

Course: HOS034  12 Hours $110 + $120 fee = $230; NMR add $140
Structured Remote CRN#: 24750 4 Sessions 9/8-9/17 6-9 p.m.
Food Safety

Allergen Awareness
Effective July 1, 2017, all certified food service managers must have an employee/individual, who has successfully completed a food allergen awareness training course, on staff at all times. Allergen Awareness provides an in-depth view into food allergies, intolerances and celiac disease. You will explore case studies and obtain strategies for controlling and managing the risks associated with food allergens. Workbook, one exam, and certification are included in the cost of the course. TWA

Course: HOS053 4 Hours
Germantown Campus
CRN#: 24754 1 Session W 9/23 9 a.m.-1 p.m.
CRN#: 24755 1 Session W 12/9 9 a.m.-1 p.m.

Certificación para Manipulación de Alimentos (Food Safety)
Este curso cumple con las 16 horas requeridas por el Departamento de Salud e Higiene Mental del MD State. Los temas que se cubrirán incluyen: enfermedades alimentarias, higiene y hábitos personales, procedimientos para manipular alimentos, utensilios y equipos, entre otros. Los estudiantes deben aprobar el examen con un puntaje mínimo del 75%; El examen se administrará el último día de clase. Libro de texto requerido: Libro del administrador de ServSafe, 7ª edición, español, con hoja de respuestas al examen. TWA

Course: HBI191 16 Hours
Rockville Campus
CRN#: 24738 4 Sessions S 11/21-12/19 9 a.m.-1 p.m.
Westfield South
CRN#: 24737 4 Sessions S 10/10-10/31 9 a.m.-1 p.m.

Food Certification Exam Retake
If you did not pass the Food Manager exam, this course is for you. The student must submit a score analysis letter as verification of the scores of previous exams before taking the exam. An answer sheet is required that can be purchased at campus bookstores. Proxy bilingual exam (Spanish) available. The exam will end promptly after two hours. Si no aprobó el examen de Food Manager, este curso es para usted. El estudiante debe presentar una carta de análisis de puntaje como verificación de los puntajes de exámenes anteriores antes de tomar el examen. Se requiere una hoja de respuestas que se puede comprar en las librerías del campus. Examen bilingüe proxy (español) disponible. El examen finalizará puntualmente después de dos horas. TWA

Course: HOS011 2 Hours
Rockville Campus
CRN#: 24744 1 Session S 9/26 9-11 a.m.
CRN#: 24745 1 Session S 11/7 9-11 a.m.

Food Service Certification (ServSafe, National Restaurant Association)
Earn a nationally recognized certificate in food safety. You will learn the approved procedures for handling utensils and equipment, 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 exam with a minimum score of 75% in order to receive a certificate enabling them to obtain a food manager’s certification ID card; valid in Montgomery, Prince George’s, Howard, and Baltimore City. Textbook: ServSafe Essentials 7th edition, with exam sheet, is available at Campus Bookstores and required at first class. TWA

Course: HOS013 16 Hours
Rockville Campus
CRN#: 24747 4 Sessions S 10/3-10/24 9 a.m.-1 p.m.

Food Service Recertification
This ServSafe class updates certified food managers and prepares them to take the exam for recertification; this exam must be taken every 3 years in Montgomery County, MD. 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; an exam answer sheet is required and can be purchased at Campus Bookstores. TWA

Course: HOS049 8 Hours
Rockville Campus
CRN#: 24753 1 Session S 11/14 9 a.m.-5 p.m.

TiPS Alcohol Certification, On-premise
TiPS for On-Premise is required training for organizations selling, pouring and serving alcohol in the State of Maryland. Participants will learn to notice the signs of intoxication, potentially prevent impaired driving, and deter alcohol sales to underage persons; certified TiPS trainer teaches all sessions. Certification exam must be passed with a 75% minimum, workbook and exam included in the price of the class; certification is valid for 4 years.

Course: HOS036 5 Hours
Rockville Campus
CRN#: 25279 1 Session W 10/17 4-9 p.m.
Income Tax

How To Start and Grow Your Tax Preparation Business

If you enjoy working with people and numbers, you might consider starting a tax business. This course will guide you through the process of starting and growing your tax business. Learn the day-to-day activities of a tax preparation business owner, the typical target market, growth potential, startup costs, and more. Montgomery College is an IRS approved continuing education provider. The instructor is a CPA and has a M.S. in taxation from Georgetown University. He has completed training and will be using the materials of the Income Tax School, headquartered in Richmond, Virginia.

Course: TAX009  8 Hours
$160 + $90 fee = $250; NMR add $140
Structured Remote
CRN#: 25603  2 Sessions  F
9/25-9/25  9 a.m.-1 p.m. (9/25)
2-6 p.m. (9/25)
CRN#: 25604  2 Sessions  F
10/23-10/23  9 a.m.-1 p.m. (10/23)
2-6 p.m. (10/23)

Income Tax Preparation

Gain a new skill to use part time or full time! This comprehensive course covers the basics of preparing most individual tax returns filed with the IRS including short forms 1040EZ and 1040A, basic itemized returns, and more complicated long forms. The course also covers the basics of preparing Maryland form 502. This course is only offered during the fall semester.

Course: TAX003  54 Hours
$439 + $90 fee = $529; NMR add $250
Structured Remote
CRN#: 25594  18 Sessions  S
9/26-11/21  9:30 a.m.-12:30 p.m. 1:30-4:30 p.m. (11/21)
CRN#: 25595  18 Sessions  S
9/26-11/21  9:30 a.m.-12:30 p.m. 1:30-4:30 p.m. 11/21

Income Tax Preparer Exam Test Prep

Are you interested in becoming an individual tax preparer in Maryland? This continuing education course provides you with the information needed to successfully pass the Maryland individual tax preparer competency test. Topics include current tax year form 1040 series, its related schedules and Maryland form 502. Textbooks/course materials required. TWA

Course: TAX002  4 Hours
$130 + $110 fee = $240; NMR add $140
Structured Remote
CRN#: 25589  1 Session  F
9/18  1-5 p.m.
CRN#: 25590  1 Session  F
10/16  1-5 p.m.
CRN#: 25592  1 Session  F
11/20  1-5 p.m.
CRN#: 25593  1 Session  S
12/19  1-5 p.m.

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
Structured Remote
CRN#: 25596  4 Sessions  R F
9/3-9/11  9 a.m.-1:30 p.m. (9/3-9/4)
9 a.m.-1 p.m. (9/10-9/11)
CRN#: 25597  4 Sessions  R F
10/1-10/9  9 a.m.-1:30 p.m. (10/1-10/2)
9 a.m.-1 p.m. (10/8-10/9)
CRN#: 25598  4 Sessions  R F
11/5-11/13  9 a.m.-1:30 p.m. (11/5-11/6)
9 a.m.-1 p.m. (11/12-11/13)
CRN#: 25599  5 Sessions  S
12/5-12/19  9 a.m.-12 p.m. (12/5-12/19)
1-5 p.m. (12/5-12/12)

Small Business I Tax Course

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

Course: TAX007  30 Hours
$295 + $150 fee = $445; NMR add $225
Structured Remote
CRN#: 25601  10 Sessions  T R
9/29-10/29  6-9 p.m.

Certificación para Manipulación de Alimentos (Food Safety)

Este curso cumple con las 16 horas requeridas por el Departamento de Salud e Higiene Mental del MD State. Los temas que se cubrirán incluyen: enfermedades alimentarias, higiene y hábitos personales, procedimientos para manipular alimentos, utensilios y equipos, entre otros. Los estudiantes deben aprobar el examen con un puntaje mínimo del 75%; El examen se administrará el último día de clase. Libro de texto requerido: Libro del administrador de ServSafe, 7ª edición, español, con hoja de respuestas al examen. TWA

Course: HBI191  16 Hours
$85 + $105 fee = $190; NMR add $120
Rockville Campus
CRN#: 24738  4 Sessions  S
11/21-12/19  9 a.m.-1 p.m.
Westfield South
CRN#: 24737  4 Sessions  S
10/10-10/31  9 a.m.-1 p.m.
Computacion

Computación para el trabajo de oficina
Este curso ayudará a desarrollar habilidades básicas para el empleo en un entorno de oficina y está diseñado para principiantes. Algunos temas a tratar incluyen: Fundamentos de los programas de Microsoft Office, uso eficiente de correos electrónicos y administración de archivos.

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

Rockville Campus
CRN#: 24715 4 Sessions S
9/12-10/3 9 a.m.-3:30 p.m.
CRN#: 24716 4 Sessions S
11/7-12/5 9 a.m.-3:30 p.m.

Construccion

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 + $130 fee = $210; NMR add $140

Rockville Campus
CRN#: 24729 4 Sessions F S
9/11-9/19 6-9 p.m. (F)
8 a.m.-3:30 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#: 24730 4 Sessions F S
10/2-10/10 6-9 p.m. (F)
8 a.m.-3:30 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#: 24731 4 Sessions F S
10/23-10/31 6-9 p.m. (F)
8 a.m.-3:30 p.m. (S)

Electricidad IV, Práctica
Los estudiantes realizarán instalaciones eléctricas en circuitos eléctricos residenciales a 120-240 voltios, y deben conocer el proceso de conexión del tablero de control. Se alienta a los estudiantes a estudiar el Código Eléctrico Nacional y sus aplicaciones. Este curso está diseñado para mejorar la capacidad técnica mientras se desarrollan las habilidades necesarias para instalar conexiones eléctricas de calidad. Las normas de seguridad se cumplen estrictamente durante esta clase. Las personas mayores de 60 años no pagan la matrícula, solo la cuota.

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

Rockville Campus
CRN#: 24732 4 Sessions F S
11/28-12/16 6-9 p.m. (S)
8 a.m.-3:30 p.m. (S)

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 dibujos, 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: HBI154 33 Hours
$199 + $100 fee = $299; NMR add $140

Rockville Campus
CRN#: 24734 8 Sessions S
9/12-10/31 9 a.m.-1 p.m. (9/12-10/24)
9 a.m.-2 p.m. (10/31)

Preparacion para el Examen de Home Improvement
Este curso le ayudará a prepararse para tomar el examen de mejoras para el hogar de Maryland; debe aprobar este examen para obtener una licencia. El estudiante obtendrá conocimiento de la remodelación del hogar y las leyes laborales, regulaciones de seguridad en el lugar de trabajo, pago de salarios, derechos y obligaciones del propietario y contratista, y otros temas. Los estudiantes deben comprar el manual: Guía NASCLA sobre Finanzas, Legislación y Gestión de Proyectos para Contratistas de Maryland, 6ta edición, disponible en www.psionlinestore.com; La clase y el examen se ofrecen en español.

Course: HBI195 30 Hours
$95 + $205 fee = $300; NMR add $160

Rockville Campus
CRN#: 24735 6 Sessions S
11/7-12/19 9 a.m.-2 p.m.

Contabilidad

Contabilidad Computarizada (QuickBooks)
Esta clase presentará a los estudiantes a QuickBooks. Algunos temas a tratar incluyen: gestión y copia de archivos, creación de carpetas o directorios, presupuestos y facturas. Se requieren conocimientos básicos de contabilidad y computación. Las personas mayores de 60 años no pagan la matrícula, solo la cuota.

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

Rockville Campus
CRN#: 24736 8 Sessions M W F
9/14-9/25 9-6 p.m.
Contabilidad Computerizada (QuickBooks II)
En esta continuación de Quickbooks I, los estudiantes aprenderán algunas funciones contables adicionales como pagos, procesamiento de formularios de impuestos y seguimiento de inventario, entre otros temas. Prerrequisito: Contabilidad computarizada (Quickbooks) I. Las personas mayores de 60 años no pagan la matrícula, solo la cuota.

Course: HBI211 15 Hours
$99 + $120 fee = $219; NMR add $140

Rockville Campus
CRN#: 24743 5 Sessions M W F
10/19-10/28 6-9 p.m.

Negocios

El ABC de comenzar un negocio
Este curso explicará los pasos fundamentales necesarios para comenzar un negocio. Guiará a los estudiantes sobre cómo desarrollar una idea de negocio, un segmento de mercado en el que centrarse y cubrir las diferentes estructuras legales. La publicidad, el marketing, los problemas de ventas y el uso de las redes sociales también estarán cubiertos. Las personas mayores de 60 años no pagan la matrícula, solo la cuota.

Course: HBI201 21 Hours
$80 + $140 fee = $220; NMR add $140

Germantown Campus
CRN#: 24739 7 Sessions M W F
10/5-10/19 6-9 p.m.

Rockville Campus
CRN#: 24740 7 Sessions M W F
11/30-12/14 6-9 p.m.

Preparación para el medio laboral
Aprenda a crear un perfil y currículum profesional, mientras aprende a usar las plataformas de redes sociales para promocionarse en el mercado laboral. Los requisitos previos incluyen: comprensión del inglés básico al intermedio y cómo usar una computadora. Las personas mayores de 60 años no pagan la matrícula, solo la cuota.

Course: HBI166 9 Hours
$60 + $75 fee = $135; NMR add $120

Rockville Campus
CRN#: 24736 2 Sessions S
12/5-12/12 9 a.m.-1:30 p.m.

Structured Remote
CRN#: 24735 2 Sessions S
9/26-10/3 9 a.m.-1:30 p.m.

LEED

Green Energy and Sustainability Management

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

(usgbc.org/LEED) TWA

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

Rockville Campus
CRN#: 24724 5 Sessions T R
10/22-11/5 6-8 p.m.

Registration Process During COVID-19
Due to COVID-19, face-to-face registrations are not available until the restrictions are lifted. Each person must register in order to attend any class—including online classes. Please see page 108 for registration information.

Please register at least 3 days before the start of class to ensure your information is provided to your instructor. If you are registering less than 3 days prior to the class, please contact customer service.

Lifelong Learning Institute

The Lifelong Learning Institute is committed to creating and fostering a variety of intellectually stimulating opportunities for Montgomery County residents age 50 and over. Adults of any age can take these classes. Adults over 60 may qualify for tuition waiver. For more information, please visit: www.montgomerycollege.edu/lifelonglearning

Archaeology and World Cultures

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

Course: LLI451 8 Hours
$59 + $79 fee = $138; NMR add $120

Structured Remote
CRN#: 25405 4 Sessions M
11/9-11/30 10:30 a.m.-12:30 p.m. No class 11/26
An Iberian Feast: The Culinary History & Culture of Portugal & Spain

Explore the Iberian Peninsula through its culinary history and culture. Considered the granary of the Roman Empire, Iberia experienced a myriad of agricultural, culinary, and cultural influences ranging from the Romans to the Visigoths, the Berbers of North Africa and the Mexicans of Mesoamerica. Examine aspects of Portuguese and Spanish gastronomy through the history of the first settlers to its cultural impact today. Discuss the influence of Mediterranean and American cultures, the Mediterranean triad (olive oil, wine, and bread), and the importance of the Mediterranean diet as a way of life. The sources of study will include culinary histories and recipes, as well as literature, art, and food films. TWA

Course: LLI362 8 Hours
$59 + $79 fee = $138; NMR add $120
Structured Remote
CRN#: 25791 4 Sessions M 9/14-10/12 6:30-8:30 p.m.
No class 9/28

Global Issues Through History, Literature, and Philosophy Co-L

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: LLI890 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Structured Remote/Germantown Campus
CRN#: 25812 29 Sessions T R 9/8-12/17 12:30-1:55 p.m.
No class 11/26
Structured Remote/Rockville Campus
CRN#: 25813 31 Sessions T R 9/1-12/17 11 a.m.-12:15 p.m.
No class 11/26
Structured Remote/Takoma Park Silver Spring Campus
CRN#: 22675 29 Sessions T R 9/8-12/17 11 a.m.-12:15 p.m.
No class 11/26
Note: Co-listed classes will begin meeting remotely at designated times via videoconference and may transition to in-person format on the designated campus as conditions allow. Please monitor the MC website for updates.

Introduction to Archaeology Co-L

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. Note: You will be joining credit students in this co-listed credit class. TWA

Course: LLI802 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Structured Remote/Rockville Campus
CRN#: 25417 31 Sessions T R 9/1-12/17 9:30-10:45 a.m.
No class 11/26
Note: Co-listed classes will begin meeting remotely at designated times via videoconference and may transition to in-person format on the designated campus as conditions allow. Please monitor the MC website for updates.

Virtual Face-to-Face in Real-Time!

All LLI Fall Classes are being taught online (structured remote/synchronous) using live Zoom sessions. Zoom allows students to hear and see the instructor as they present their class using videos, powerpoints, and lectures. Zoom also offers students the opportunity to interact with the instructor and other students—asking questions and joining in discussions.

It’s Easy to Zoom! A few days before your class starts, your instructor will send you a link to your class. To prepare for the class: 1. Download zoom from https://zoom.us/download; 2. Have a working microphone built into your device or headphones with a microphone. If you do not, you can use the free phone conference feature. We recommend that you do this in advance to make sure all your computer components are working.

NOTE: Fall Semester Co-listed Courses will begin online and may move on campus if conditions allow.
Ukraine: History and Politics NEW
This course is a brief overview of Ukrainian history since its earliest times and an attempt to trace how this past is casting a shadow over its present. Explore how the Kievan Rus' had an early role in shaping the history of the region (9th-13th centuries). Examine the impact of the Mongol invasions and contrast it with the institutional consequences of the Lithuanian-Polish conquest and the backlash of the Cossack state. Discuss how new forms of rule under the Habsburg and Russian Empires gave rise to a nationalist movement from which we can trace a direct line to post World War I statehood. Analyze the consequences of transforming between interwar Poland and Soviet Ukraine: namely Stalinism, the Great Famine, World War II, and the long fight towards independent statehood. Ukraine will be studied as a territorial concept which encompassed many different historical experiences: as Ukrainians, as Poles, as Jews, and as Russians and how all of these were incorporated under the dominant national project in Ukraine during the last two hundred years. TWA
Course: LLI401 10 Hours
Structured Remote
CRN#: 24887 5 Sessions F
9/11-10/16 1:30-3:30 p.m.
No class 9/18

Digital Photography Co-L
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: LLI644 75 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Structured Remote/Germantown Campus
CRN#: 25416 31 Sessions T R
9/1-12/17 9-11:40 a.m.
No class 11/26
CRN#: 25770 31 Sessions T R
9/1-12/17 3-5:40 p.m.
Note: Co-listed classes will begin meeting remotely at designated times via videoconference and may transition to in-person format on the designated campus as conditions allow. Please monitor the MC website for updates.

Drawing with Pencils, Charcoal, or Pastels
This course will help you develop fundamental drawing skills. Learn basic techniques such as blocking in the composition with pencil, shading with charcoal, and using pastels to create vibrant color. Begin by drawing a still life and move onto landscape and portrait drawings from photographs. Examine these subjects using a variety of media (pencil, color pencils, charcoal, pastel, ink, and watercolor). This class is designed for students of any skill level. Supply list is available on the LLI website. TWA
Course: LLI698 12 Hours
$95 + $92 fee = $187; NMR add $120
Structured Remote
CRN#: 24917 6 Sessions W
9/16-10/21 6:30-8:30 p.m.
CRN#: 24916 6 Sessions M
10/5-11/9 10:30 a.m.-12:30 p.m.

Art Classes
Zoom allows students to hear and see the instructor as they demonstrate the class techniques, as well as allowing the instructor to see the students work in real time. Zoom also offers students the opportunity to interact with the instructor and other students—asking questions and joining in discussions.

Material lists for LLI Art classes are available at www.montgomerycollege.edu/lifelonglearning/
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 + $92 fee = $187; NMR add $120
Structured Remote
CRN#: 24918 10 Sessions T
10/6-11/17 10:30 a.m.-12:30 p.m.
No class 11/3

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, Dal, 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
$95 + $92 fee = $187; NMR add $120
Structured Remote
CRN#: 24879 6 Sessions R
10/29-12/10 6:30-8:30 p.m.
No class 11/26

Touch Screen Art: Sketching, Drawing, and Painting NEW
Did you ever think you could paint and draw with your iPad (or other touch screen devices)? Watch the process in action as the instructor draws and paints on a touch screen device. Learn how to use drawing tools like the fine liner, brush pen, and smudge brushwork with layers. Capture photos on your iPad and use them as backgrounds. Choose and modify colors, save, share, and organize your artworks. This is a hands-on class. Note: Though you can use your finger to draw on the iPad, painting with a stylus, particularly a pressure-sensitive one, gives you more control over your brush strokes. Adobe Photoshop Sketch will be used—a very versatile and user-friendly mobile sketching tool. TWA
Course: LLI410 8 Hours
$59 + $79 fee = $138; NMR add $120
Structured Remote
CRN#: 24855 3 Sessions M
11/2-11/16 10:30 a.m.-12:30 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: LLI609 12 Hours
$95 + $92 fee = $187; NMR add $120
Structured Remote
CRN#: 24914 6 Sessions F
10/9-11/13 10:30 a.m.-12:30 p.m.

Art History
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 + $72 fee = $117; NMR add $120
Structured Remote
CRN#: 24855 3 Sessions M
11/2-11/16 10:30 a.m.-12:30 p.m.

Watercolor Techniques I
Explore the beauty and magic of watercolor painting through a structured series of exciting classes that focus on basic watercolor techniques. Learn techniques of various washes, wet-on-wet, and dry brush on wet and dry paper by watching the instructor demonstrate before performing the technique yourself. Basic drawing will be reviewed as needed. Practice the techniques by painting from a still life or photo. Creation of an individual style is encouraged. Bring supplies to the first class. Supply list is available on the LLI website. TWA
Course: LLI987 20 Hours
$114 + $109 fee = $223; NMR add $140
Structured Remote
CRN#: 24919 8 Sessions F
9/25-11/13 10 a.m.-12:30 p.m.

Registration Process During COVID-19
Due to COVID-19, face-to-face registrations are not available until the restrictions are lifted. Each person must register in order to attend any class—including online classes. Please see page 108 for registration information.
**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 + $89 fee = $144; NMR add $120
**Structured Remote**
CRN#: 24899 5 Sessions  W 10/14-11/18 1:30-3:30 p.m.

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**Manet’s Olympia: Courtesan or Painter—The Untold Story Behind the Painting**

Much has been written about Manet’s infamous painting of a Parisian courtesan, called Olympia. But was the model, who posed for the painting, or the subject of the painting a courtesan? Explore the historical setting behind the painting. Discuss how various historians described the painting and why this painting was revolutionary. Examine the life of the artist and model. Learn about the techniques used to create various effects in the painting. Analyze recent discoveries by historians and what they have revealed about this well-known painting. TWA

**Course:** LLI479 8 Hours
$59 + $79 fee = $138; NMR add $120
**Structured Remote**
CRN#: 24913 4 Sessions T 9/15-10/6 1:30-3:30 p.m.

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**Modern Yoga and the Arts**

Do you want to know how the arts can be a form of yogic practice, and how yoga can influence the creative process? Explore some central themes of the Integral Yoga of the Mother and Sri Aurobindo, who were both artists and yogis in the 20th century. Learn about the Integral Yoga as a contemporary, non-sectarian spiritual practice that values creativity, the role of women, and the divine mother as the ultimate reality. Examine these values as they relate to growth in people, society, and the earth; and the impact on social justice issues of gender relations, LGBTQ rights, and sustainability. Discuss how the arts are used to manifest a yogic understanding of the divine feminine in her powers of wisdom, strength, harmony, and perfection. TWA

**Course:** LLI475 12 Hours
$69 + $92 fee = $161; NMR add $120
**Structured Remote**
CRN#: 24911 6 Sessions T 10/5-10/19 2-4 p.m.

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**Russian Art and Architecture**

This course presents an overview of the history of Russian Art and Architecture from the 11th to the 21st centuries. Explore the beauty of medieval Russian icons, the masterpieces of the 18th and 19th centuries, Russian Avant-garde, Socialist Realism style and modern art. Examine the architectural monuments of the 11th–13th, centuries, architecture of Moscow, St. Petersburg, provincial Russian cities, and Russia’s famous wooden architecture. Analyze the Soviet architecture of numerous styles such as Constructivism, Stalin’s Classicism, Art-Deco and modern Russian architecture of the 21st century. TWA

**Course:** LLI040 6 Hours
$45 + $72 fee = $117; NMR add $120
**Structured Remote**
CRN#: 25782 3 sessions W 9/23-10/7 1:30-3:30 pm

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**Russian Artists in Paris**

This course explores the paintings and the personalities of the most famous of Russian expatriates in Paris from the turn of the nineteenth century to the post-war period. Explore the modernist orientalism of Leon Bakst and the expressionism of Mark Chagall. Examine the non-representation avant-garde works of Mikhail Larionov, Natalia Goncharov, and Sonia Delaunay, among others. Discuss how their work in France had a profound effect on Russian, European, and American art and how it led to the development of new modern styles of painting. TWA

**Course:** LLI395 6 hours
$45+$72=$117; NMR add $120
**Structured Remote**
CRN#: 25786 3 sessions W 10/14-11/16 6:30-8:30 p.m.

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**The Nabis: 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 Serusier, and Edouard Vuillard. Compare the symbolic and mystical style of Denis and Serusier 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:** LLI475 12 Hours
$69 + $92 fee = $161; NMR add $120
**Structured Remote**
CRN#: 25790 3 sessions M 10/5-10/19 10:30 a.m.-12:30 p.m.

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Consider making a donation to the emergency funds for MC students.
Visit [montgomerycollege.edu/onlinegiving](http://montgomerycollege.edu/onlinegiving) and click on “student emergency assistance” in the dropdown menu.
The Wonders and Mysteries of Romanesque and Gothic Architecture & Art
From around 900 CE, the builders of Europe embarked on a new architecture based on Roman ideals called Romanesque. Compare Romanesque architecture and its antecedents. Discuss the monastic movement and the concept of pilgrimage churches. Examine the transition to Gothic architecture beginning with the Basilica of Saint-Denis. Explore French Gothic Churches such as Chartres, Notre Dame, and Laon; as well as English and German Gothic architecture. Learn how religious tradition gave rise to stained glass windows and beautiful liturgical objects such as reliquaries. TWA
Course: LLI012 10 Hours
$65 + $89 fee = $154; NMR add $120
Structured Remote
CRN#: 24853 5 Sessions F
10/9-11/6 1:30-3:30 p.m.

Brain Fitness Institute

Fun with Words—Memory Booster
Would you like to build your vocabulary and expand your memory at the same time? Mentally stimulating activities, such as learning new words and their meanings, help boost your brain power. In this course, you will practice techniques to improve your ability to remember definitions of new words and a number of items at once. You will explore the cognitive science behind effective vocabulary learning: definition, context, connections, morphology, and semantic clunking. Examine how these techniques will enhance your reading and writing and improve your overall memory skills. TWA
Course: LLI036 12 Hours
$59 + $79 fee = $138; NMR add $120
Structured Remote
CRN#: 24861 6 Sessions F
10/23-12/4 10:30 a.m.-12:30 p.m.
No class 11/27

Meditation for Mindfulness and Stress Reduction
One of the most beneficial effects of meditation is a sense of calm and relaxation. In this course you will learn a few simple mindfulness meditation practices that can result in a more consistent sense of well-being, less reactivity to negative experiences, and an enhanced quality of sleep and brain development. This course does not require experience with meditation or sitting in any particular posture. You will practice sitting or walking meditation. TWA
Course: LLI249 6 Hours
$35 + $72 fee = $107; NMR add $120
Structured Remote
CRN#: 25387 4 Sessions T
9/8-9/29 2:30-4 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 12 Hours
$75 + $92 fee = $167; NMR add $120
Structured Remote
CRN#: 25390 8 Sessions W
9/30-11/18 1-2:30 p.m.

Memory Academy: Train Your Brain to Retain!
Have you experienced senior moments? Struggled to remember where you placed your car keys, or experienced that tip of the tongue feeling when trying to recall someone’s name? This memory training course is designed to address these issues and other memory challenges that you experience in daily life. Discuss what memory is and how it works. Learn new techniques on how to: remember what you did in the past; put names to faces; and remember lists, errands, or other things you need to do. Examine your individual learning style and the technique that works best for your style in order to improve your memory. Practice applying learned memory techniques to real life situations. This program originated with the UCLA Center on Aging and is taught by a Holy Cross Hospital memory specialist. TWA
Course: LLI445 12 Hours
$75 + $92 fee = $167; NMR add $120
Structured Remote
CRN#: 25387 4 Sessions T
9/25-10/23 1-3 p.m.

Virtual Face-to-Face in Real-Time!
All LLI Fall Classes are being taught online (structured remote/synchronous) using live Zoom sessions. Zoom allows students to hear and see the instructor as they present their class using videos, powerpoints, and lectures. Zoom also offers students the opportunity to interact with the instructor and other students—asking questions and joining in discussions.

Virtual Face-to-Face in Real-Time!

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.
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: LL1387  12 Hours  $75 + $92 fee = $167; NMR add $120
Structured Remote  CRN#: 24882  6 Sessions  M 10/5-11/9  2-4 p.m.

Pathway to Present Moment and Self-Awareness
Do you want to learn how to de-stress, unplug, and focus on the present moment? Explore the similarities, differences, and intersection between mindfulness meditation. Practice using breath, visualization, and meditation to incorporate mindfulness and meditation in daily life. Explore a pathway to self-awareness and learn to be in the present moment at any time. TWA
Course: LL1092  4 Hours  $35 + $59 fee = $94; NMR add $50
Structured Remote  CRN#: 24865  4 Sessions  R 9/10-10/1  10:30-11:30 a.m.

Secrets of Longevity: From the Blue Zones and Beyond
What is the secret to a long and healthy life? Travel virtually around the world to the countries of Blue Zone areas and other communities where people live the longest and learn from their practices and wisdom. Examine what research and studies tell us about longevity—who lives the longest and why. Learn practical strategies from superagers and apply them to your daily life.
Course: LL480  2 Hours  $20 + $15 fee = $35; NMR add $30
Structured Remote  CRN#: 25400  1 Session  F 10/23  10:30 a.m.-12:30 p.m.

Stress Management & Resiliency Through Mind-Body Techniques
Would you like to learn how to manage stress better and become more resilient? Explore a variety of mind-body principles and self-care interventions. Discuss how nutrition, sleep, meditation, and physical activities such as yoga affect stress. Learn coping skills, distress tolerance, and ways to enhance physical and emotional health. TWA
Course: LL1098  4 Hours  $35 + $59 fee = $94; NMR add $50
Structured Remote  CRN#: 24867  3 Sessions  M 11/16-11/30  2:30-4 p.m. (11/16-11/23) 3-4 p.m. (11/30)

Organizational Efficiency at Home, Work, and School
How do you value your time? Learn time, organization, event, and project management principles. Practice vision-shaping activities to help you organize your priorities and apply changes, inclusive of family, professional, and learning goals. Explore scheduling and task organization tools. Outline a goal plan and prepare a weekly schedule. Discover how to avoid scope creep. TWA
Course: LL1411  10 Hours  $65 + $89 fee = $154; NMR add $120
Structured Remote  CRN#: 25752  4 Sessions  M 11/9-11/30  6-8:30 p.m.

Careers and Employment for 50+

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: LL1276  2 Hours  $5 + $5 fee = $10; NMR add $30
Structured Remote  CRN#: 25388  1 Session  T 9/15  6:30-8:30 p.m.
CRN#: 25389  1 Session  T 10/13  6:30-8:30 p.m.
CRN#: 24869  1 Session  R 11/12  6:30-8:30 p.m.

Update Your Email and Contact Information
Please contact customer service (240-567-5188) to update your email address or other contact information so you can receive the classroom instructions. Your instructor will contact you 3 days before the start of LLI classes to provide you with class information. Please email us if you do not hear from the instructor.
Tracy.Ritenour@montgomerycollege.edu;
Lynda.Schrack@montgomerycollege.edu; or
Natasha.Sacks@montgomerycollege.edu

Remote Learning Support
See What’s New on page 2.

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

Looking for more courses on careers?
See our Professional and Career Development courses on page 78.
Computers and Technology

Knowing Technology I: Your Computer, Cloud, and Internet of Things—How You Can Benefit
Content: Home Computers/Devices, the Internet, World Wide Web, and Internet of Things (IoT)
Home computing devices and networks are changing the way we live daily life, work and play. This course is for home users of computers and digital technology. Get to know what home digital devices can do for you. Discuss how the Internet, the World Wide Web, wireless devices and even the Internet of Things (IoT) are impacting your life. Get to know how to save money and get the best use of these new technologies to enhance your life. This class is the first class in a sequence of classes.
Course: LLI461 3 Hours
$15 + $10 fee = $25; NMR add $30
Structured Remote
CRN#: 24937 1 Session T
9/22 6-9 p.m.
CRN#: 24906 1 Session T
11/3 1-4 p.m.

Knowing Technology II: Your Cloud Computing Services
Cloud computing apps are used every day for productivity at home and at work. What are the critical apps? Word processing, spreadsheets, email, file management, video, music, mapping and many more apps are available on all your devices. Also, cloud computing takes many forms and it can get confusing to figure out how to get the most of each service. From OneDrive to iCloud, Google Drive to Netflix and iTunes, the course covers the critical productivity and media apps provided by desktops, mobile devices, and the Cloud. Learn how to determine which apps work best for you, how to find and access them, and how to manage these apps on any device. This class is part two of a sequence of classes. Prerequisite: Knowing Technology I or equivalent knowledge.
Course: LLI456 3 Hours
$15 + $20 fee = $35; NMR add $30
Structured Remote
CRN#: 24935 1 Session T
10/6 6-9 p.m.
CRN#: 24934 1 Session R
11/12 1-4 p.m.

Knowing Technology III: Your Digital Security and Privacy
Everyone has created a digital footprint. Whether its 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 classes. Prerequisite: Knowing Technology I and II or equivalent knowledge.
Course: LLI457 3 Hours
$15 + $20 fee = $35; NMR add $30
Structured Remote
CRN#: 24936 1 Session T
10/20 6-9 p.m.
CRN#: 24905 1 Session R
11/19 1-4 p.m.

Using Instagram and YouTube Like a Pro NEW
There’s no better time than now to get started with Instagram and YouTube. Find and follow Instagram accounts. Learn how to share photos and videos to create stories with special effects. Explore how to browse your feed and interact with posts. Discuss how to go live to connect with your friends at the moment or message stories with special effects. Explore how to share photos and videos to create a YouTube Channel. TWA
Course: LLI482 4 Hours
$35 + $49 fee = $84; NMR add $120
Structured Remote
CRN#: 25811 2 sessions T
10/13-10/20 1:30-3:30 p.m.

History and Current Events

An Insight Into Politics and Current Events
NEW CONTENT This course is now expanded to six sessions.
Join your fellow participants every other week to discuss any and all current events. Analyze the November 3rd election which will take place during the class. Will Donald Trump win re-election or will Joe Biden become the 46th President of the United States? Will the Senate remain in Republican hands and the House remain in Democratic hands? Explore how the Coronavirus has impacted the economy and turnout for the election. Examine the state and federal debate about mail-in voting. Discuss the ways in which Russia interfered with the previous election and concerns over the security of our election process. Look forward to potential issues in 2021, whether local, state, or federal. This course is open to people of all political persuasions and beliefs. Engage fellow class members in a spirited but rational discussion of politics and current events. TWA
Course: LLI511 12 Hours
$69 + $89 fee = $158; NMR add $120
Structured Remote
CRN#: 25784 6 Sessions W
9/16-12/2 10:30 a.m.-12:30 p.m.
No class 9/23, 10/7, 10/21, 11/4, 11/18, 11/25

Registration Process During COVID-19
Due to COVID-19, face-to-face registrations are not available until the restrictions are lifted. Each person must register in order to attend any class—including online classes. Please see page 108 for registration information.
Civics: Understanding your Federal, State, and Local Government NEW
All of us are affected by government decisions, but do we really know how government works? We pay federal, state, and local taxes, but how is our money spent? Explore how the federal, state, and local governments operate. Examine the duties of the President and Congress. Learn about the different departments of the federal government. Discuss the role of the federal judiciary and understand how state legislatures work. Compare the state judiciary and the federal judiciary. Examine how taxpayers’ money is spent in providing necessary services TWA.
Course: LLI399 10 Hours
$65 + $89 fee = $154; NMR add $120
Structured Remote
CRN#: 24884  5 Sessions T 9/29-10/27 1:30-3:30 p.m.

Courtroom Drama in Film
In this unique class, you will view six full-length films with legal themes. At the conclusion of each one, 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, The Conspirator and Inherit the Wind. 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
$75 + $97 fee = $172; NMR add $120
Structured Remote
CRN#: 25382  6 Sessions W 9/23-10/28 6:30-9 p.m.

COVID-19 and How It Changed The World NEW
Historically pandemics have changed how people live, how the cities, which they inhabit, are organized, how they govern themselves. COVID-19 has been no different. Learn about patterns in history of previous pandemic political and societal changes. Explore how our country and the world have changed due to the COVID-19 pandemic. Examine the changes in politics, culture, and perspectives on the future TWA.
Course: LLI481 4 Hours
$35 + $59 fee = $94; NMR add $50
Structured Remote
CRN#: 25401  2 Sessions R 11/5-11/12 2-4 p.m.

Crossing the Color Barrier: The History of Race in Major League Baseball NEW
Generations of talented black Americans were essentially barred from Major League Baseball. Examine why this happened and how, over time, the color barrier was eventually breached. Explore the outlets that were developed for black Americans to participate in the national pastime. Learn about the people—players and executives—who fought to keep baseball segregated. Discuss who the people were that forced the doors open, effectively correcting an injustice and improving the quality and popularity of the game. Assess some of the great players of color and how their contributions, on the field and off, helped make it truly ‘America’s pastime’. The course will include video and film clips. TWA
Course: LLI472 8 Hours
$59 + $79 fee = $138; NMR add $120
Structured Remote
CRN#: 25396  4 Sessions W 9/23-10/14 7-9 p.m.

European History: 17th Century to the Present Co-L NEW
Trace the accumulated experience of Western civilization and its worldwide relationships and provide a contextual framework for integrating all areas of Western human activity and thought. Explore the changes in thought, social, economic, and political structures from the Copernican revolution and the Enlightenment through the American and French revolutions, the traumas of economic depressions, world wars, and the upheavals of the contemporary world. Examine the tensions between individual liberty and traditional powers of state and society, the rise of ideologies, pressures of industrialism and national identity, the problems of the Darwinian hypothesis, the role of women in society, the rise of masses, the disenchantment with traditional liberalism and totalitarian alternatives, as well as the reflections of these human endeavors and anxieties in the arts and letters of these centuries. Note: You will be joining credit students in this co-listed credit class. TWA
Course: LLI469 37.5 Hours
$369 + $136.20 fee = $505.20; NMR add $871.20
Structured Remote/Germantown Campus
CRN#: 25395  31 Sessions M W 8/31-12/16 12-1:15 p.m.
No class 9/7
Note: Co-listed classes will begin meeting remotely at designated times via videoconference and may transition to in-person format on the designated campus as conditions allow. Please monitor the MC website for updates.

History of Modern Israel
Israel, the worlds 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 Ashkenazim 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: LLI203 10 Hours
$65 + $89 fee = $154; NMR add $120
Structured Remote
CRN#: 24868  5 Sessions R 10/22-11/19 6:30-8:30 p.m.

Interested in receiving the Lifelong Learning Institute e-newsletter with class updates and free events? E-mail: tracy.ritenour@montgomerycollege.edu or visit our website to sign-up to be placed on our mailing list. www.montgomerycollege.edu/workforce-development-continuingeducation/lifelong-learning/lii-mailinglist.html

NOTE: Fall Semester Co-listed Courses will begin online and may move on campus if conditions allow.
Napoleon’s France: A Revolutionary Century
The revolution of 1789 in France, announced the beginning of a new age, in which established social and political traditions were swept away in the name of political experimentation. Explore how France’s revolutionaries - beginning with Napoleon's invasion of Egypt and the conquest of Algeria, and the French expansion into Africa and Indochina - sought to export their allegedly universal model of modern civilization to the rest of the world. Discuss how metropolitan France’s repeated attempts across the nineteenth century to create a new revolutionary political order failed. Examine the social and political history of France’s revolutionary century, paying special attention to its resonance beyond France’s European borders, and to the unexpected transformations produced within France as result of these political and social innovations.

Course: LLI407 12 Hours
$69 + $92 fee = $161; NMR add $120
Structured Remote
CRN#: 24896 6 Sessions R
9/17-10/26 1:30-3:30 p.m.

Notable African American Women who Inspired and Motivated Change. Part I
From Slavery to Early 1900’s
Examine the lives of African American Women in the US who, from matriarchal cultures, shaped the lives of their people and impacted America. Learn about the impact of the plantation slave mother who created the blended family, as an extension of her matriarchal memory from Africa, taking in children whose parents were sold away or killed. Explore the leadership and organizational planning of women, newly emancipated, together with educated freed women in the north, who built schools, hospitals, churches, boarding houses, single homes, and businesses on private funds amassed through national and international activism. Explore how their methods saved lives of free Blacks, mostly children, who would be stolen and taken south for bounty, prior to emancipation. Discuss why the contributions and sacrifice of these African American women is the reason Black people as a group, have survived the vicissitudes of living in America, from slavery to the early 1900’s. Learn about the lives of African American women including: Phyllis Wheatly, Margaret Garner, Harriett Jacobs, Sojourner Truth, Harriet Tubman, and more. TWA

Course: LLI483 12 Hours
$69 + $92 fee = $161; NMR add $120
Structured Remote
CRN#: 25402 6 Sessions M
9/14-10/26 1:30-3:30 p.m.
No class 9/28

Political Ideologies
Survey and analyze leading ideologies of the modern world such as anarchism, nationalism, fascism and national socialism, classical liberalism and conservatism, Fabian socialism, Marxism-Leninism, and liberal democracy. Explore current extremist ideologies of both left and right. Examine the nature and function of ideologies in political movements and in governance. Note: You will be joining credit students in this co-listed credit class. TWA

Course: LLI468 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Structured Remote/Germantown Campus
CRN#: 24908 31 Sessions T R
9/1-12/17 11 a.m.-12:15 p.m.
No class 11/26
Note: Co-listed classes will begin meeting remotely at designated times via videoconference and may transition to in-person format on the designated campus as conditions allow. Please monitor the MC website for updates.

Radical Spirits: Spiritualism in 19th Century America
Modern Spiritualism began in the 1840s in a small town in New York, and quickly grew to become one of the greatest – and most divisive – religious movements of the 19th century. Explore Spiritualism as more than just a marginal mysticism but as a true radical force in 19th century American culture and politics. Examine how much Spiritualism is at the heart of many of the historical landmarks of American history before the 20th century. Discuss the rise in Spiritualism in the context of the American Civil War. Analyze the history of Afro-Creole Spiritualism in the wider context of American Spiritualism. TWA

Course: LLI409 10 Hours
$65 + $89 fee = $154; NMR add $120
Structured Remote
CRN#: 25675 6 Sessions R
9/17-10/30 10:30 a.m.-12:30 p.m.
Rockville: Then and Now

Are you interested in learning how Rockville, Maryland has figured in our county's development and became the diverse city it is today? Explore Rockville's history with the co-author of a new pictorial history of this county seat. Examine vintage photos from the book, tracing Rockville's beginning as a tiny colonial crossroads to its entanglements with slavery and the Civil War. Discuss its 20th century boom as a DC suburb and its current status as a full-fledged city.

Course: LLI403
2 Hours
$15 + $15 fee = $30; NMR add $30

Structured Remote
CRN#: 24893 1 Session F
10/16 10:30 a.m.-12:30 p.m.

Secret Societies in History

This course offers a historical look at the true-life groups which—if you believe the myths—are the unspoken power behind some of the world's major turning points. Despite the name, "secret" societies have permeated popular culture and become symbols of wonder, mystique, and rumormongering. Examine the historical origin of famous secret societies. Differentiate between myth and reality of secret societies. Analyze the historical role some secret societies have had in this United States, Europe, and South America. Explain why secret society myth has overtaken reality in popular culture TWA.

Course: LLI400
8 Hours
$59 + $79 fee = $138; NMR add $120

Structured Remote
CRN#: 24886 4 Sessions W
10/28-11/18 2-4 p.m.

The Byzantine Empire

The Christianization of the Roman Empire and the transfer of its capital to Constantinople gave rise to a powerful and stable Eastern Roman Empire (called Byzantine), lasting almost 1000 years after the collapse of the empire in the West. Explore the history of this most powerful and durable, yet neglected, of Empires. Examine how its advanced civilization contributed to the West's development. Discuss the cultural, religious, and artistic heritage of the Empire. Examine why the Empire declined and why it was finally conquered by the Ottoman Turks. Analyze the Eastern Empire's disastrous relations with the Latin West during the Crusades. TWA

Course: LLI406
12 Hours
$69 + $92 fee = $161; NMR add $120

Structured Remote
CRN#: 24895 6 Sessions W
9/15-10/20 10:30 a.m.-12:30 p.m.

The Great War That Changed the World

Learn the history and politics that led up to World War I and examine not only the great battles on land, but also those on the seas and in the air. Discuss how emerging technology in transportation, communications, and armaments affected the conduct and outcome of those battles. Explore how the outcomes of the Great War affected the post-war world order for the rest of the century. TWA.

Course: LLI820
10 Hours
$65 + $89 fee = $154; NMR add

Structured Remote
CRN#: 25793 5 Sessions W
10/21-11/18 10:30 a.m.-12:30 p.m.

The Rise of Ethnonationalism

This course focuses on the recent rise and increasing popularity/power of ethnonationalist movements worldwide. What is at the heart of these ethnonationalist movements? Discuss whether they represent a coherent ideology or a simple nationalist rejection of 21st century modernity. Examine basic conceptual issues related to ethnonationalism, 21st century sovereignty, modernity, and a comparison to previous forms of ethno-national-inspired movements of the 1920s and 1930s. Explore these groups' intellectual origins, their reach and scope as well as their embrace of political violence and authoritarian models as alternatives to democracy. Analyze case studies, noting comparative continuities and regional peculiarities (focus will include Europe, the Americas, the Middle East, and Asia). The course will not only draw on recent scholarship but will consider art, propaganda and film from the different regions TWA.

Course: LLI039
12 Hours
$69 + $92 fee = $161; NMR add $120

Structured Remote
CRN#: 25751 6 Sessions W
9/16-10/21 2-4 p.m.

United States History 1950-1970: Through the Lens of the Motion Picture Industry

In 1950, the world was five years removed from World War II. The Cold War was in its infancy with an Iron Curtain having descended around Eastern Europe, the Red Scare was growing across the nation - particularly in Hollywood as Senator Joseph McCarthy took center stage, and the Korean War had just begun. In this course, you will view American and world history through a 20-year period of the motion picture industry. You will examine the election of Presidents Kennedy and Nixon, the Space Race, the Cuban Missile Crisis, the assassinations of President Kennedy, Robert Kennedy, and Martin Luther King Jr. You will analyze the Civil Rights and Voting Rights Act, the Vietnam War and student protests, and the Hollywood blacklist. You will also discuss popular directors, actors/actresses, and genres that dominated the movie scene. TWA.

Course: LLI340
12 Hours
$69 + $92 fee = $161; NMR add 120

Structured Remote
CRN#: 25789 6 Sessions R
10/1-11/5 1:30-3:30 p.m.

Human and Natural Science

Ethics on the Fly: Our Daily Life Decisions

To kneel, or not to kneel at an NFL game? To laugh or not laugh when someone makes an "off-color" or culturally insensitive joke? To mask, or not mask, when in public? To use UPS to send packages, even though you know they support the NRA? Explore Western ethical theories, ranging from standard Continental thought (Utilitarianism, Deontology) to more complex and modern systems. Examine Ayn Rand's Egoism, John Rawls' Original Position, and the Feminist revision of the canon. Learn about Eastern Ethical Models, Lao Tzu, Confucius, and Buddhism. Discuss contemporary practice of daily ethics in situations, which fall between legal and ethical. Explore the evolving notion of personhood and the widening of the moral compass. Analyze our relations to non-human animals as it relates to ethics. TWA.
Course: LLI463  12 Hours  
$69 + $92 fee = $161; NMR add $120
Structured Remote  
CRN#: 24907  6 Sessions  W  
10/7-11/11  10:30 a.m.-12:30 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: LLI013  8 Hours  
$59 + $79 fee = $138; NMR add $120
Structured Remote  
CRN#: 24854  4 Sessions  T  
10/13-11/3  10:30 a.m.-12:30 p.m.

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

Course: LLI028  4 Hours  
$15 + $59 fee = $74; NMR add $50
Structured Remote  
CRN#: 24859  2 Sessions  W  
10/7-10/14  6:30-8:30 p.m.

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

Course: LLI370  8 Hours  
$65 + $79 fee = $144; NMR add $120
Structured Remote  
CRN#: 24880  4 Sessions  W  
10/21-11/11  6:30-8:30 p.m.

Genealogy: Researching Your Family History
Early in our lives we may wonder how our family members lived and how they accomplished what they did given the absence of conveniences and technology. Examine the process individuals followed when immigrating to the United States. Discuss how DNA testing can be used as a tool to assist in discovering ones roots. Learn about local institutions that can be visited to conduct genealogical research. Practice using free websites that aid in researching family history. TWA

Course: LLI908  8 Hours  
$59 + $79 fee = $138; NMR add $120
Structured Remote  
CRN#: 25418  4 Sessions  R  
11/5-12/3  6:30-8:30 p.m.  
No class 11/26

Virtual Face-to-Face in Real-Time!
All LLI Fall Classes are being taught online (structured remote/synchronous) using live Zoom sessions. Zoom allows students to hear and see the instructor as they present their class using videos, powerpoints, and lectures. Zoom also offers students the opportunity to interact with the instructor and other students—asking questions and joining in discussions.

Global Geography Understanding People and Places
Do you want to learn why the world is divided into 12 regions, and what makes them unique? Examine the socio-economic, cultural, environmental, health, and political issues that result from both homogenization and diversification. Learn why China and India are the most populated countries in the world. Discuss what is globalization and how it affects every aspect of people's lives around the world. Analyze what the increase of population density means for the environment carrying capacity. Explore the economic interdependencies and cultural interconnections between realms and regions. TWA

Course: LLI1476  12 Hours  
$69 + $92 fee = $161; NMR add $120
Structured Remote  
CRN#: 25398  6 Sessions  T  
10/20-12/1  2-4 p.m.  
No class 11/3

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
Structured Remote/Rockville Campus  
CRN#: 25384  31 Sessions  T R  
9/1-12/17  11 a.m.-12:15 p.m.  
No class 11/26
Note: Co-listed classes will begin meeting remotely at designated times via videoconference and may transition to in-person format on the designated campus as conditions allow. Please monitor the MC website for updates.

Please register early!  
Class cancellations are processed at least a week before the start date due to low enrollments.
Prescription Drugs: How Medication is Developed, Approved, and Released to Market
Have you ever wondered how prescription drugs are made, approved, and released to market for use? How about the differences between brand name drugs and generic, and why the generic is typically cheaper? In this course, you will examine the differences between pharmaceutical drugs and dietary supplements, as well as important regulations and guidelines for their development, storage, and distribution. No science background is needed. The instructor is the author of *Pharmaceutical Analysis for Small Molecules*.

Course: LLI179  
2 Hours  
$15 + $15 fee = $30; NMR add $30
Structured Remote  
CRN#: 24881  
1 Session  
F  
11/13  
10:30 a.m.-12:30 p.m.

The Colorado Plateau
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: LLI522  
8 Hours  
$59 + $79 fee = $138; NMR add $120
Structured Remote  
CRN#: 25679  
4 Sessions  
M  
10/5-10/26  
10:30 a.m.-12:30 p.m.

It's Easy to Zoom! A few days before your class starts, your instructor will send you a link to your class. To prepare for the class:
1. Download zoom from https://zoom.us/download
2. Have a working microphone built into your device or headphones with a microphone. If you do not, you can use the free phone conference feature. We recommend that you do this in advance to make sure all your computer components are working.

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**Literature and Writing**

**Classic American Short Story Writers**  
Many American writers are known for their short stories as much as or more than their longer fiction. Read the works of six of the best-known writers including: Edgar Allan Poe, Nathaniel Hawthorne, Ernest Hemingway, F. Scott Fitzgerald, Katherine Anne Porter, Eudora Welty and Peter Taylor. Examine three or four stories of each writer to get a sense of the range of their styles, forms, and ideas. Analyze how two of these stories are structured. Discuss how the stories relate to their time and place. TWA

Course: LLI405  
12 Hours  
$69 + $92 fee = $161; NMR add $120
Structured Remote  
CRN#: 24894  
6 Sessions  
T  
9/15-10/20  
1:30-3:30 p.m.

**Creative Writing: An Introduction**  
Co-L  
NEW
Have you ever thought about practicing creative writing? Explore the forms and techniques of short story writing, in particular: point of view, plot, characterization, setting, and atmosphere in standard and experimental modes. Establish a personal style and expression. Discuss fiction of proven merit and student writing. Designed for students who have fully mastered basic writing skills and who are literate writers but who have written little or no fiction previously. One college-level literature course or extensive previous outside reading of fiction is desirable. Note: You will be joining credit students in this co-listed credit class. TWA

Course: LLI466  
37.5 Hours  
$396 + $136.20 fee = $532.20; NMR add $871.20
Distance Learning  
CRN#: 25393  
9/8-12/20 Note: This course is a 24/7 asynchronous course. There will be no sessions in real time and this course will not move to face-to-face at any point.

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

Course: LLI984  
37.5 Hours  
$396 + $136.20 fee = $532.20; NMR add $871.20
Structured Remote/Rockville Campus  
CRN#: 25420  
15 Sessions  
M  
8/31-12/14  
2-4:40 p.m.  
No class 9/7

**Fairytales and Legends—History and Literature**  
NEW
Explore literary works at the intersection of historical fact and superstition. Examine instances of novels/short stories that are based on or largely involve historical myths, tales, and rituals. Trace the historical grounding of these folk narratives and their transformation into popular literature, transporting ancient myths, fears and superstitions into modern context. Discuss how folklore and literature serve as a safe expression of common fears and superstitions. TWA

Course: LLI006  
10 Hours  
$65 + $89 fee = $154; NMR add $120
Structured Remote  
CRN#: 24852  
5 Sessions  
T  
10/27-12/1  
1:30-3:30 p.m.  
No class 11/3

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**NOTE:** Fall Semester Co-listed Courses will begin online and may move on campus if conditions allow.
**The Great Modernist Writers: An Overview NEW**

The Twentieth Century saw some of the greatest writers who ever lived—from James Joyce to Ernest Hemingway, Gertrude Stein to Virginia Woolf and more. Examine the early part of the century, when the world was ablaze with Modernism—in painting and art, poetry, fiction and music. Explore the zeitgeist of this creative and fertile movement, full of experimentation and innovation, from surrealism to stream-of-consciousness. Compare modernism and post-modernism literature. Read and discuss the work of writers like Joyce, Stein, Woolf, and also Elizabeth Bowen, Jean Rhys, Samuel Beckett, and others.

**Course: LLI474 12 hours**

$69 + $92 fee = $161; NMR add $120

**Structured Remote**

CRN#: 25676 6 sessions R
10/22-12/3 1:30-3:30
No class 11/26

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**International Short Stories**

Read and engage in spirited discussion over classic and contemporary short fiction from writers such as Albert Camus, D.H. Lawrence, Elizabeth Bowen, Ha Jin, Jhumpa Lahiri, Alice Munro and others. Text: *The Art of the Short Story*, edited by Dana Gioia and R.S. Gwyn, plus supplemental reading provided by the instructor.

**Course: LLI008 12 Hours**

$76 + $107 fee = $183; NMR add $120

**Structured Remote**

CRN#: 25683 8 Sessions M
9/21-11/16 10:30 a.m.-12:30 p.m.
No class 9/28

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**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: Time Pieces, John Banville; *The Bluest Eye*, Toni Morrison; “The Nun’s Priest’s Tale” from *The Canterbury Tales*, Chaucer; “Politics and the English Language,” George Orwell; “The Tell Tale Heart” and *The Imp of Perverse* by Edgar Allan Poe; “The Uncanny” from *The Uncanny Freud* by Sigmund Freud; and No Man’s Land by Harold Painter. Reading list is available on the LLI website for additional information.

**Course: LLI070 12 Hours**

$69 + $92 fee = $161; NMR add $120

**Structured Remote**

CRN#: 25710 6 Sessions R
10/14-12/9 2-4 p.m.
No class on 10/21, 11/4, 11/25

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**Shakespeare and Popular Culture**

**NEW**

From opera to ballet to musicals to hip-hop, Shakespeare’s plays have been modernized, adapted, and translated into hundreds of languages; and have even been produced without the words. Explore Macbeth; Kurosawa’s *Throne of Blood* (1957); *A Midsummer Night’s Dream* together with John Canemaker’s 6-minute animated film, *Bottom’s Dream*; and James Shapiro’s *A Year in the Life of William Shakespeare: 1599* (2005). Examine the differences between Shakespearean tragedy and comedy. Learn how Romeo and Juliet is a mixed genre. Analyze the function of character and language in drama. Discuss the meaning of adaptation when applied to a Shakespeare production and what it can achieve.

**Course: LLI467 37.5 Hours**

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

**Distance Learning**

CRN#: 25394 9/8-12/20
Note: This course is a 24/7 asynchronous course. There will be no sessions in real time and this course will not move to face-to-face at any point.
The Short Story  Co-L
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 literary techniques used. Analyze short stories from a variety of critical perspectives. Note: You will be joining credit students in this co-listed class. TWA

LLI239  37.5 hours
$396 + $136.20 fee = $532.20; NMR add $871.20

Distance Learning
CRN#: 25781  9/8-12/20
Note: This course is a 24/7 asynchronous course. There will be no sessions in real time and this course will not move to face-to-face at any point.

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 = $92; NMR add $50

Structured Remote
CRN#: 24857  5 Sessions  R
10/22-11/19  10:30 a.m.-12:30 p.m.

How to Read Music

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

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

Structured Remote
CRN#: 24864  4 Sessions  R
9/10-9/24  10:30 a.m.-12 p.m.

Personal Enrichment

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
$30 + $62 fee = $92; NMR add $50

Successful Aging in Place: Assistive Technology for Increasing Independence in the Home
Would you like to live at home, as you age? Assistive technology devices can help older adults with getting around, communicating, and handling routine tasks. Discuss how to implement assistive technology solutions to address accessibility needs in each room of your home. Explore smart technologies for the home as well as smartphone applications that can support maintaining independence. Learn about Montgomery County resources that promote successful aging in place. This course is also suitable for caregivers and children of aging parents. TWA

Course: LLI351  4 Hours
$15 + $30 fee = $45; NMR add $30

Structured Remote
CRN#: 25712  2 Sessions  W
10/14-11/18  1-2:15 p.m.

Personal Finance

Paths to a Fulfilling and Successful Retirement
Are you nearing retirement and do not have a clue about what to do at this stage of life? Are you searching for ways to have a more fulfilling retirement? Identify and set your path in the right direction. Discuss your goals and preferences, examine successful retirement models or success stories; learn about resources in the community that can keep you engaged with community, civic, cultural, and learning opportunities. Examine the steps to positive emotional adjustment with self-satisfaction and personal growth. Explore options that are right for you.

Some options discussed might include: entrepreneurship; pursuing the Dreams Deferred; returning to school or enhancing transferrable skills in order to transition to a new career, travel, or volunteer. No financial information is covered in this course. TWA

Course: LLI199  6 Hours
$45 + $69 fee = $114; NMR add $120

Structured Remote
CRN#: 25386  3 Sessions  R
11/12-12/3  6:30-8:30 p.m.
No class 11/26

Retirement Distribution Strategies
Retirement Plans have many complicated rules. Rules regarding how you can access your money, how much you can contribute, and different tax rates for withdrawals. Learn 13 retirement strategies including the rules surrounding IRAs, 401ks, TSPs, Roths’, etc. You will also learn the optimal Social Security claiming strategies for married and single participants that will maximize retirement income. TWA

Course: LLI916  6 Hours
$60 + $69 fee = $129; NMR add $120

Structured Remote
CRN#: 25419  2 Sessions  W
10/21-10/28  6:30-9:30 p.m.

Looking for MORE Personal Finance Classes?
See our Personal Finance Academy on page 76.
Wellness

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 decrease anxiety. Bring awareness to alignment in the spine and body to achieve improved balance. Understand the interconnectedness of the body's systems to treat the body as a whole. TWA
Course: LLI723 6 Hours
$35 + $65 fee = $100; NMR add $120
Structured Remote
CRN#: 25680 5 Sessions F 9/11-10/9 11 a.m.-12:15 p.m.
CRN#: 25681 5 Sessions F 10/23-11/20 11 a.m.-12:15 p.m.

Pilates for a Strong Body and Mind NEW
Are you looking to strengthen your abdomen and pelvis as well as maintain good posture? Learn a series of exercises derived from Joseph Pilates to help improve posture and core strength. Practice precise Pilates moves and specific breathing techniques. Explore how Pilates improves concentration and focus. This course is taught by an Exercise Sergeant in the Israeli Army, certified aerobic instructor, certified Pilates instructor, and personal trainer. TWA
Course: LLI462 10 Hours
$65 + $79 fee = $144; NMR add $120
Structured Remote
CRN#: 25391 9 Sessions M W 10/26-12/2 10-11:50 a.m.
No class 11/23, 11/25

Management and Leadership

Coaching

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 Programs emphasize real-world practice and experience is reflected in this review of coaching core competencies. Prerequisites: Coaching Clinic—Introduction, Coaching Essentials, Competencies, and Practices, Coaching Practicum. TWA
Course: MGT625 15 Hours
$300 + $499 fee = $799; NMR add $350
Structured Remote
CRN#: 25421 5 Sessions T 11/10-12/15 6:30-9:30 p.m.
No class 11/24

Coaching Practicum
After taking the Coaching Essentials, Competencies, and Practices courses, you must coach practice clients under the guidance of a faculty member through a practicum class. Prerequisite: Coaching Clinic—Introduction and Coaching Essentials, Competencies, and Practices. TWA
Course: MGT581 15 Hours
$300 + $365 fee = $665; NMR add $300
Structured Remote
CRN#: 24927 5 Sessions T 9/15-10/13 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
Structured Remote
CRN#: 24928 2 Sessions S 12/5-12/12 9 a.m.-12 p.m.

Coaching Certification Program
Required Courses (Must be taken in this order):
1. Coaching Clinic—Introduction
2. Coaching Essentials, Competencies, and Practices
3. Coaching Practicum
4. Coaching Mastery
Montgomery College is accredited by the International Coach Federation to offer Coaching Certification Program. All courses are ACSTH compliant for course specific training hours.
Mangament and Leadership

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

Structured Remote
CRN#: 24926 1 Session S
11/7 9:30 a.m.-1 p.m.

Human Resources

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

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

Course: MGT430
36 Hours
$599 + $619 fee = $1,218; NMR add $650

Rockville Campus
CRN#: 24924 12 Sessions F
9/11-12/4 6-9 p.m.
No class 11/27

For a hybrid (online) of this course, please use the course number MGT603

Germantown Campus
CRN#: 24923 13 Sessions S
9/12-12/12 9 a.m.-12 p.m.
No class 11/28

Note: This class is scheduled as in-person format, if conditions allow. If conditions do not change, this class will transition to structured remote.

Life Sciences Leadership

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

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

Germantown Campus
CRN#: 24923 13 Sessions S
9/12-12/12 9 a.m.-12 p.m.
No class 11/28

Check our scheduled courses for the Fall.
For additional information about certifications or recertification, contact Transcie Almonte at transcie.almonte@montgomerycollege.edu or call 240-567-3828.
Management and Leadership

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)/materials and bring them to the first class. TWA
Course: MGT596 48 Hours $450 + $425 fee = $875; NMR add $400
Structured Remote
CRN#: 24929 12 Sessions M W F S 11/2-11/15 6-9:30 p.m. (M W F) 9 a.m.-3:30 p.m. (S)

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.
Course: MGT315 40 Hours $425 + $500 fee = $925; NMR add $400

Advanced Mediation Skills and Ethics
Has it been a while since you took your 40-Hour Basic Mediation course or since you last mediated? Need a boost to your mediation mojo? Or do you need the 4-hours annual mediation training required by the courts and/or the 2-hours of required mediator ethics training? Whatever the reason, this 4-hour online course is for you! Brush up and sharpen your mediation skills through short lectures, discussions, case studies, and games. Emphasis will be placed on the effects of cultural differences in mediation, cultural biases of the facilitative mediation model, and mediator ethics. The 2-hour ethics component will highlight the new MD Standards and Conduct for Mediators and will feature a fun-filled game to test your knowledge of mediator ethics. Prerequisite: 40-Hour Basic Mediation course/training. Note: This course is delivered via Zoom. Students must have access to a computer/laptop, iPad with a camera and microphone to fully participate in this course. Smartphones may be used for audio but will not be able to access the detailed graphics used in the course.
Course: MGT266 4 Hours $100 + $80 fee = $180; NMR add $120
Structured Remote
CRN#: 24920 2 Sessions M W 12/7-12/9 7-9 p.m.

Overview of Mediation
Are you interested in learning how mediation may be used to resolve conflicts you, your family or friends may be having with spouses, ex-spouses, neighbors, contractors, businesses, homeowners’ associations, etc? Or are you thinking of becoming a mediator, but want to find out more before committing to a 40-Hour Basic Mediation course? If so, this 2-hour online course may be right for you. Topics covered include a definition of mediation, where mediation is used, how it works, an overview of the 7 Step Facilitative Mediation Process, positions vs. interest and importance of reflective listening. Short lectures, discussions and exercises will be used throughout the course to make sure the session is both educational and entertaining. Note: This course is delivered via Zoom. To fully participate, students must have access to a computer (desktop, laptop, or iPad) with a camera and microphone.
Course: MGT624 2 Hours $50 + $45 fee = $95; NMR add $50
Structured Remote
CRN#: 24931 1 Session W 10/21 7-9 p.m.

Nonprofit Training Institute

Financial Analysis and Management for Nonprofits
Students will gain an understanding of how to use financial information in nonprofit organizational planning, implementation, control, reporting, and analysis. The course also examines specific legal and policy issues affecting nonprofits and the role of competent financial oversight in guiding organizations through uncertain financial climates. Students in this course will develop their spreadsheet skills by using Microsoft Excel to perform financial calculations and create financial documents. Although this course is number-oriented, the emphasis is more on the application of various analytical techniques and a simple familiarity to basic accounting terms is sufficient to excel in the course. This course is ideal for executive directors, finance managers, board members, grant writers, and program officers.
Course: NPT013 36 Hours $200 + $195 fee = $395; NMR add $160
Structured Remote
CRN#: 25588 12 Sessions F 9/4-11/20 6-9 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.
Nonprofit Fundraising and Development
Effective fundraising requires strategic planning and buy-in from staff and volunteers. This course will provide the basics of best practices in nonprofit fundraising and development, and will cover areas such as major donor development, solicitation techniques, donor database management, event planning, seeking corporate support and grants, and much more. This course is ideal for Executive Directors, Fundraising staff, Major Gifts Officers, and volunteers.

Course: NPT002 12 Hours
$200 + $125 fee = $325; NMR add $160

Structured Remote
CRN#: 25583 6 Sessions  M 9/14-10/19 6:30-8:30 p.m.

Nonprofit Leadership Boot Camp
Montgomery College’s Nonprofit Leadership Development program focuses on developing the leadership potential and capacity of emerging leaders serving our community and striving to create beneficial change for the people who live here and the environment they live in. Designed for participants who are either new to a leadership role or looking to expand their leadership confidence and competence from within a mid-level leadership job. This seminar engages participants in clarifying the role of leadership in their lives and their work, developing strategies to advance their individual leadership aspirations, and mastering frameworks that support leadership success. These skills and understanding are then applied to key areas of nonprofit organizational management with opportunities to assess and recreate systems that align our day-to-day work with the outcomes we want to create for ourselves and the organizations we serve. The program introduces practical tools and frameworks and then uses them to explore the different management domains of governance, programming, finance, human resources, strategy, communications, and engagement.

Submit an application online: https://www.montgomerycollege.edu/workforce-development-continuing-education/small-business/nonprofit-training/npti-bootcamp-application.html.

Course: NPT009 36 Hours
$300 + $300 fee = $600; NMR add $300

Nonprofit Fundraising and Development

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, e-mail marketing, and media advisories. Emphasis will be on branding and messaging in support of your organizations fundraising efforts and the latest trends. This course is ideal for Executive Directors, Marketing and Communications staff, and volunteers.

Course: NPT003 12 Hours
$200 + $125 fee = $325; NMR add $160

Structured Remote
CRN#: 25584 6 Sessions  R 9/24-10/29 6-8 p.m.

Program Performance Measurement & Evaluation for Nonprofits
In the nonprofit sector, the professionals measuring the performance of the programs and evaluating the results are in high demand in multiple sectors such as health, education, law and governance, and human rights. Learn how to design and implement program evaluations in nonprofits. The modules that will be covered in this course are planning a program evaluation, data (collection, 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

Structured Remote
CRN#: 25587 12 Sessions  T 9/8-11/24 6-9 p.m.

Nonprofit Leadership Boot Camp
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. Textbooks/course materials required. You must bring textbook(s) and a USB Flash drive to first class.

Course: NPT006 12 Hours
$195 + $115 fee = $310; NMR add $160

Structured Remote
CRN#: 25585 6 Sessions  M 10/26-11/30 6-8 p.m.

Nonprofit Organization of the Year Award
Montgomery College’s Nonprofit Leadership Boot Camp includes 36 hours of training, 12 hours of which are hands-on skill development. Participants are eligible to apply for the Nonprofit Organization of the Year Award as part of the program.

For more information, please visit: https://www.montgomerycollege.edu/workforce-development-continuing-education/small-business/nonprofit-training/npli-bootcamp.html.

Nonprofit Leadership Boot Camp
Application cycle is open for the Fall 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.
Welcome to our community of artists!
Community Arts provides non-credit classes for professional and aspiring artists, taught by working artists. Montgomery College’s campuses are not fully reopening this fall, so we are running all of our original classes remotely. Co-listed classes have the option of returning to campus partway through the semester if the opportunity presents itself. Please read the section notes to understand how each class will be structured. Keep up with current information and popup workshops by joining our email list at montgomerycollege.edu/communityarts/join, or visiting our website at montgomerycollege.edu/communityarts. You can also direct inquiries to communityarts@montgomerycollege.edu.

**Performing Arts**

**Dance**

**African Dance**
Discover the art and beauty of African dance. Learn the posture, movements, and stylistic technique of traditional dances from places like Ethiopia, Mali, Guinea, and Senegal. Apply what you’ve learned in performance-focused choreography. Sign up for this class if you want to attend a single session, or register for the whole series above. Each session is 45 minutes.

- Cost of each workshop is $8 + $4 = $12; Non-MD residents add $8
- Class structure: group meetings. This class meets together through videoconference or similar means.

**Structured Remote**

<table>
<thead>
<tr>
<th>Session</th>
<th>Course</th>
<th>CRN#</th>
<th>Dates</th>
<th>Times</th>
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<tr>
<td>Session 1</td>
<td>PFA062</td>
<td>24961</td>
<td>9/19-10/17</td>
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<td>PFA063</td>
<td>24962</td>
<td>9/26-10/24</td>
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<td>PFA064</td>
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<td>10/3-10/10</td>
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<td>PFA065</td>
<td>24964</td>
<td>10/10-10/17</td>
<td>10-10:45 a.m.</td>
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<td>PFA066</td>
<td>24965</td>
<td>10/17-10/24</td>
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<td>Session 6</td>
<td>PFA067</td>
<td>24966</td>
<td>10/24-11/7</td>
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<td>PFA068</td>
<td>24967</td>
<td>10/31-11/14</td>
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<td>Session 8</td>
<td>PFA069</td>
<td>24968</td>
<td>11/7-11/21</td>
<td>10-10:45 a.m.</td>
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<td>Session 9</td>
<td>PFA070</td>
<td>24969</td>
<td>11/14-11/21</td>
<td>10-10:45 a.m.</td>
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<td>Session 10</td>
<td>PFA071</td>
<td>24970</td>
<td>11/21-11/21</td>
<td>10-10:45 a.m.</td>
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**Structured Remote**

**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 $880.80

**Structured Remote/Germantown Campus**

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<th>Days</th>
<th>Times</th>
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<td>8/31-12/16</td>
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<tr>
<td>24876</td>
<td>29</td>
<td>T R</td>
<td>9/8-12/17</td>
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</table>

**Dance: Introduction**

An examination of dance as an art form and means of multicultural expression, ritual, and tradition. Learn the practices, philosophies, terminologies, and styles of dance and careers in dance. The role of dance in world societies and how it relates to different cultures is explored through lectures, assigned readings, films, recordings, and experiential dance activities. TWA

- Course: FLM054 37 Hours
- $396 + $136.20 fee = $532.20; NMR add $871.20

**Structured Remote/Rockville Campus**

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**Structured Remote/Takoma Park/Silver Spring Campus**

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<tr>
<td>24877</td>
<td>29</td>
<td>T R</td>
<td>9/7-12/17</td>
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</tbody>
</table>
Performing Arts

Modern Dance II **Co-L**
Continue your exploration of modern dance as an art form. Perfect your technique, develop improvisational skills, and experiment with creative movement studies. Prerequisite: Prior experience in modern dance; can be fulfilled by FLM038 or DANC103 Modern Dance I. TWA
Course: FLM049 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Structured Remote/Rockville Campus
CRN#: 24873 45 Sessions M W F
8/31-12/18 11 a.m.-12:25 p.m.
No class 9/7, 11/25, 11/27
Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.

Tap Dance: Intermediate
Continue to build on the fundamentals of percussive tap dance. Explore new step variations, simple combinations, improvisation, and polyrhythms. Experience alternate styles by adding buckets and sticks to your percussive toolbox. Dance to music genres from jazz to rock and roll. Prerequisite: FPA018 Intro to Tap Dance or equivalent experience. TWA
Course: FPA079 10 Hours
$100 + $65 fee = $165; NMR add $120
Structured Remote
CRN#: 25685 10 Sessions F
9/18-11/20 1-2 p.m.
Class structure: group meetings. This class meets together through videoconference or similar means.

Tap Dance: Introduction
Learn the basics of tap dance technique as you express your inner rhythms through your feet. Shuffle, flap, and paddle and roll in simple rhythmic combinations using both structure and improvisation. Experience percussive style tap while dancing to Motown, Beatles and Stones, Reggae, and Jazz tunes. TWA
Course: FPA078 12.5 Hours
$100 + $65 fee = $165; NMR add $120
Structured Remote
CRN#: 25684 10 Sessions F
9/18-11/20 11:30 a.m.-12:45 p.m.
Class structure: group meetings. This class meets together through videoconference or similar means.

Music

American Popular Music **Co-L**
Explore American popular music from the turn of the 20th century to the present with an emphasis on rock music. TWA
Class structure: All sections of this course meet through videoconference, and may transition to in-person format as conditions allow.
Course: FLM006 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Structured Remote/Germantown Campus
CRN#: 24765 15 Sessions W
9/2-12/16 7-9:40 p.m.
No class 11/25
CRN#: 24765 30 Sessions M W F
9/9-12/18 2-3 p.m.
No class 11/25, 11/27
Structured Remote/Rockville Campus
CRN#: 24767 45 Sessions M W F
8/31-12/18 2-2:50 p.m.
No class 9/7, 11/25, 11/27
CRN#: 24768 45 Sessions M W F
8/31-12/18 12-12:50 p.m.
No class 9/7, 11/25, 11/27
CRN#: 24769 45 Sessions M W F
8/31-12/18 10-10:50 a.m.
No class 9/7, 11/25, 11/27
CRN#: 24770 15 Sessions M
8/31-12/14 6:30-9:10 p.m.
No class 9/7
CRN#: 24771 14 Sessions S
9/12-12/19 9:30 a.m.-12:10 p.m.
No class 11/28
Structured Remote/Takoma Park/Silver Spring Campus
CRN#: 24764 29 Sessions T R
9/8-12/17 1-2:25 p.m.
No class 11/26

Class Guitar I **Legend**
Learn fundamental playing techniques of the guitar. This includes basic finger technique and leads to a fundamental technical proficiency. Students must provide their own guitar. If class transitions to in-person format, guitars will be provided at that point. TWA
Course: FLM024 50 Hours
$264 + $90.80 fee = $354.80; NMR add $580.80
Structured Remote
CRN#: 24885 16 Sessions T
9/8-12/15 4:30-7:10 p.m.
Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.

Guitar: Introductory Group
Take your first steps to becoming a guitar legend! Even the greats started by muddling through simple chords on an acoustic. Learn basic strumming and picking techniques, common chord progressions, scales, notation, and tablature reading. On completion, you will have a foundation to take more advanced courses, start private lessons, or continue learning on your own. Students must provide their own guitar. TWA
Course: FPA082 14 Hours
$120 + $90 fee = $210; NMR add $140
Structured Remote
CRN#: 25690 8 Sessions W
9/30-12/15 10:30-11:45 a.m.
Class structure: group meetings. This class meets together through videoconference or similar means.

College Band: Wind Ensemble **Co-L**
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: FLM056 37.5 Hours
$132 + $69 fee = $201; NMR add $266.80
Structured Remote/Rockville Campus
CRN#: 24885 16 Sessions T
9/1-12/15 4:30-7:10 p.m.
Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.

History of Jazz **Co-L**
This course surveys jazz in the United States from the turn of the century to the present. Study several major African-American figures in depth. The art of listening to jazz music is emphasized; outside listening will be required. TWA
Course: FLM010 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Structured Remote/Rockville Campus
CRN#: 24778 15 Sessions T
9/8-12/15 6:30-9:35 p.m.
CRN#: 24777 28 Sessions M W
9/9-12/16 3-4:25 p.m.
No class 11/25
Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.
Introduction to Music Theory Co-L
Discover the basic elements of music! Learn terminology, notation, scales, intervals, triads, and traditional diatonic harmony. Apply these to reading, playing, and creating music. This course is intended for students with a limited musical background. TWA

Course: FLM011 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20

Structured Remote/Takoma Park/Silver Spring Campus
CRN#: 24779 31 Sessions  T R 9/1-12/17 9-10:45 a.m.
No class 11/26
Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.

Listening to Music Co-L
Discover the rich variety of musical genres available today. Learn how to actively listen to music such as symphony, opera, ballet, chamber music, art song, and contemporary. TWA
Class structure: All sections of this course meet through videoconference, and may transition to in-person format as conditions allow.

Course: FLM013 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20

Persian Vocal Music
Expand your cultural and musical competency by learning to sing Persian traditional music! Explore the Seven Dastgahs—the scales used in Persian music—and the basics of Solfege, Persian traditional music theory. Sing famous Persian songs accompanied by instruments such as the setar, tar, and tombak. No prior musical training is required; this course is open to students of all experience levels. TWA

Course: PFA090 20 Hours
$155 + $105 fee = $260; NMR add $140

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. Students must provide their own piano or keyboard with at least 61 keys. TWA

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

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. Continue your study of music theory and apply it to the piano. 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. Students must provide their own piano or keyboard with at least 61 keys. TWA

Course: PFA081 16 Hours
$120 + $90 fee = $210; NMR add $140

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

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

Private Lessons: Violin (45 min)
Study violin one-on-one with a music professional! Whether you're just starting out or are a musician looking to hone your skills, join us for lessons crafted to your level and goals. If all sections are full, please contact communityarts@montgomerycollege.edu for availability. This private lesson is open to students of all levels. TWA
Class structure: group meetings. This class meets together through videoconference or similar means.

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

**Private Lessons: Other Instrument (45 min)**

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

**Class structure:** group meetings. This class meets together through videoconference or similar means.

**Course:** PFA088  
11.25 Hours  
$185 + $730 fee = $915; NMR add $400  
**Structured Remote**  
CRN#: 25701 15 Sessions  
9/5-12/19 9:30-10:15 a.m.  
No class 11/28  
**Topic:** Clarinet or Saxophone  
CRN#: 25702 15 Sessions  
9/5-12/19 10:20-11:05 a.m.  
No class 11/28  
**Topic:** Clarinet or Saxophone

**Private Lessons: Piano (45 min)**

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

**Class structure:** group meetings. This class meets together through videoconference or similar means.

**Course:** PFA086  
11.25 Hours  
$185 + $730 fee = $915; NMR add $400  
**Structured Remote**  
CRN#: 25697 15 Sessions  
9/5-12/19 9:30-10:15 a.m.  
No class 11/28  
CRN#: 25695 15 Sessions  
9/5-12/19 10:20-11:05 a.m.  
No class 11/28  
CRN#: 25696 15 Sessions  
9/5-12/19 11:10-11:55 a.m.  
No class 11/28

**Songwriting**  
New

James Taylor said, “I started being a songwriter pretending I could do it, and it turned out I could.” In a sense, all songwriters are pretenders, because we start off writing each song not knowing where it will lead. It’s a process of discovery! Examine the basic elements of songs, playing with a wide range of techniques. Study the qualities of successful songs—and songwriters! We will experiment, edit, and share our creations in a safe and nurturing environment, building a supportive community of songwriters. Bring a notebook and/or staff paper to the first class. Bring an instrument, if you have one. No musical background necessary! Required textbook: Essential Songwriting: Everything You Need to Compose, Perform, and Sell Great Songs, by C.J. Watson. TWA

**Course:** PFA077  
16 Hours  
$120 + $90 fee = $210; NMR add $140  
**Structured Remote**  
CRN#: 24976 8 Sessions  
9/22-11/10 10:30 a.m.-11:30 p.m.  
**Class structure:** group meetings + self-paced. Online class meetings are supplemented by self-paced content such as videos, discussion boards, and/or individual meetings.

**World Ensemble**  
Co-L

Join a mixed ensemble of voices and instruments from around the world, including percussion, strings, bass, drums, piano, guitars, and flutes. Explore indigenous traditional and contemporary music from around the world, reflecting our college community that represents over 171 nationalities. The semester ends with a final performance at the Parilla Performing Arts Center, along with optional community performances during the semester. Open to all levels; no experience necessary. TWA

**Course:** FLM005  
37.5 Hours  
$396 + $136.20 fee = $532.20; NMR add $871.20  
**Structured Remote/Takoma Park/Silver Spring Campus**  
CRN#: 24763 45 Sessions  
8/31-12/18 11-11:50 a.m.  
No class 9/7, 11/25, 11/27  
**Class structure:** This class meets through videoconference, and may transition to in-person format as conditions allow.

### Theater Arts

**Comedy Writing**

Develop your comedy writing toolkit while defining your voice and exploring comedic styles. Learn the fundamental elements needed to write for different comedic outlets, like stand-up, sketch comedy, and blogs. Working with the instructor and collaborating with your fellow students, we will develop your comedy premise, character, and dialogue. By the end of the course you will complete work that we will perform in a live reading. TWA

**Course:** PFA084  
12.5 Hours  
$100 + $65 fee = $165; NMR add $120  
**Structured Remote**  
CRN#: 25693 5 Sessions  
10/21-11/18 7-9:30 p.m.  
**Class structure:** group meetings. This class meets together through videoconference or similar means.

### 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  
**Structured Remote/Takoma Park/Silver Spring Campus**  
CRN#: 24763 45 Sessions  
8/31-12/18 11-11:50 a.m.  
No class 9/7, 11/25, 11/27  
**Class structure:** This class meets through videoconference, and may transition to in-person format as conditions allow.

### Maryland Band Directors Band

We’re remote, but we’re still here! Prepare for a semester of discussions with industry leaders, small online ensembles, and multi-track recording.

For more information, visit montgomerycollege.edu/mbdb.
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
Class structure: All sections of this course meet through videoconference, and may transition to in-person format as conditions allow.
Course: FLM009
37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Structured Remote/Germantown Campus
CRN#: 24772 30 Sessions M W 8/31-12/16 11 a.m.-12:15 p.m.
No class 9/7, 11/25
Structured Remote/Rockville Campus
CRN#: 24773 45 Sessions M W F 8/31-12/18 11-1:50 a.m.
No class 9/7, 11/25, 11/27
CRN#: 24774 15 Sessions M 8/31-12/14 6:30-9:10 p.m.
No class 9/7
CRN#: 24775 31 Sessions T R 9/1-12/17 11 a.m.-12:15 p.m.
No class 11/12
CRN#: 24776 29 Sessions T R 9/8-12/17 2-3:25 p.m.
No class 11/12

Performance Production
Practical experience in the production aspects of the performing arts. Students are assigned tasks in the areas of acting, dancing, choreography, costuming, lighting, scene construction and painting, and house and stage management for College productions. Acting and/or dancing in a production is by audition only. Students must attend 30 hours per semester in a laboratory, in addition to a one-hour lecture each week. Students may spend up to 70 hours per semester working on a College production. TWA
Course: FLM042
37.5 Hours
$132 + $69 fee = $201; NMR add $266.80
Structured Remote/Rockville Campus
CRN#: 24801 15 Sessions T 9/1-12/15 3:30-4:20 p.m.
Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.

Stagecraft I
Discover the principles and practice of drama production, with emphasis on planning, constructing, and shifting scenery, and on the management of backstage operations. Students are required to participate in additional laboratory hours and work on College productions. TWA
Course: FLM058
65 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Structured Remote/Rockville Campus
CRN#: 24901 31 Sessions T R 9/1-12/17 2:3-15 p.m. (T)
2-5 p.m. (R)
No class 11/26
Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.

Stand-up Comedy: Introduction
Ever wanted to give stand-up comedy a try? Learn to use your own life experiences and unique sense of humor to create an original 3-minute comedy routine to perform in front of a live audience. The course will cover joke- and comedy-writing basics, stage techniques, and comedic persona—all in a fun, interactive, and supportive atmosphere. Bring something to write on and record with (like a smartphone) to the first class. TWA
Course: PFA083
12.5 Hours
$100 + $65 fee = $165; NMR add $120
Structured Remote
CRN#: 25692 5 Sessions W 9/16-10/14 7-9:30 p.m.
No class 9/7, 11/25

Theatrical Makeup Techniques
Explore the theories and techniques of theatrical makeup. Through hands-on projects, experience the techniques involved in corrective, character, and special effects makeup. Learn to highlight or adjust facial structure, anticipate the effect of lighting on makeup, and compliment costume design with makeup. Discover the types of makeup, their benefits and drawbacks, and how to apply them. TWA
Course: FLM059
50 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Structured Remote/Rockville Campus
CRN#: 24925 30 Sessions M W 8/31-12/16 1-2:45 p.m.
No class 9/7, 11/25
Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.

New offerings:
Exhibition Design & Installation
Design an exhibition from concept through installation. Page 9
Personal Digital Archiving
Digitize your old photos and videos with a professional workflow. Page 16
Private Music Lessons
Advance your musical studies one-on-one with a music professional. Open to all levels. Pages 73 and 74
Songwriting
Explore the process of creating your own original songs! Page 74

Theatre: Introduction
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
Class structure: All sections of this course meet through videoconference, and may transition to in-person format as conditions allow.
Course: FLM057
37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Structured Remote/Germantown Campus
CRN#: 24888 30 Sessions M W 8/31-12/16 2:3-15 p.m.
No class 9/7, 11/25
Structured Remote/Rockville Campus
CRN#: 24889 31 Sessions T R 9/1-12/17 9:30-10:45 a.m.
No class 11/26
CRN#: 24891 31 Sessions T R 9/1-12/17 11 a.m.-12:15 p.m.
No class 11/26
CRN#: 24892 15 Sessions W 9/9-12/16 6:30-9:15 p.m.
No class 11/25

Theatrical Makeup Techniques
Explore the theories and techniques of theatrical makeup. Through hands-on projects, experience the techniques involved in corrective, character, and special effects makeup. Learn to highlight or adjust facial structure, anticipate the effect of lighting on makeup, and compliment costume design with makeup. Discover the types of makeup, their benefits and drawbacks, and how to apply them. TWA
Course: FLM059
50 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Structured Remote/Germantown Campus
CRN#: 24925 30 Sessions M W 8/31-12/16 1-2:45 p.m.
No class 9/7, 11/25
Class structure: This class meets through videoconference, and may transition to in-person format as conditions allow.

Join our Email List
Get schedule updates, event announcements, and info on pop-up classes. We send zero to three emails a week, so we won’t flood your inbox!
montgomerycollege.edu/community-arts/join
Performing Arts—Personal Finance Academy

Voice-Over Workshop
Discover how to use your speaking voice for commercials, films, videos, and more. In this introductory class, learn about a unique, outside the box way to break into this creative, fulfilling, and potentially lucrative industry. Voice-overs can be managed on your own terms, on your own turf, in your own time, and with minimal overhead! Whether you choose to pursue voice-overs part-time or full-time, this could be the game changer you’ve been looking for.

Course: PFA075 2 Hours
$22 + $18 fee = $40; NMR add $30

Structured Remote
CRN#: 24974 1 Session W 10/14 6:30-8:30 p.m.
Class structure: group meetings. This class meets together through videoconference or similar means.

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

Structured Remote
CRN#: 25064 3 Sessions M 10/5-10/19 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

Structured Remote
CRN#: 25068 1 Session S 11/7 1-4 p.m.

In-Depth Investment Skills: How to Become a Savvy Investor
This course will deliver a comprehensive examination of the investment tools required to take charge of your own investment portfolio, regardless of its size. Learn the pros and cons of investing in stocks, bonds, exchange-traded funds, REITs, convertibles, and mutual funds, and how to use asset allocation and diversification to reduce risk and increase return. Other topics include tax-deferred investments (401k, IRA) versus taxable investments, hedge funds, efficient market theory, indexing versus active management, minimizing taxes, market timing, and duration. Focus is on practical techniques that you can use immediately to improve investment return. TWA

Course: PRF166 27 Hours
$99 + $149 fee = $248; NMR add $140

Structured Remote
CRN#: 25442 12 Sessions R 9/17-12/10 7-9:15 p.m.
No class 11/26

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

Structured Remote
CRN#: 25771 1 Session W 11/18 6:30-9:30 p.m.

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

Course: PRF159 3 Hours
$20 + $20 fee = $40; NMR add $30

Structured Remote
CRN#: 25065 1 Session T 10/13 6:30-9:30 p.m.

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

Course: LLI033 3 Hours
$15 + $10 fee = $25; NMR add $30

Structured Remote
CRN#: 24860 1 Session S 10/10 10 a.m.-1 p.m.

Stay Up-To-Date on Montgomery College's Personal Finance classes, Professional Career Development classes, and COVID-19 Policies.

Ask to be put on our LLI Mailing List.
Email Tracy Ritenour at Tracy.Ritenour@montgomerycollege.edu Or visit the Montgomery College website.
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
Structured Remote
CRN#: 25439 2 Sessions W 9/30-10/7 6:30-8:30 p.m.

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

Course: PRF165  4 Hours
$25 + $57 fee = $82; NMR add $50
Structured Remote
CRN#: 25440 2 Sessions W 9/9-9/16 1-3 p.m.
CRN#: 25441 2 Sessions R 9/10-9/17 1-3 p.m.
CRN#: 25773 2 Sessions W 9/23-9/30 10:30 a.m.-12:30 p.m.
CRN#: 25075 2 Sessions R 9/24-10/1 10:30 a.m.-12:30 p.m.
CRN#: 25772 2 Sessions R 10/8-10/15 1-3 p.m.
CRN#: 25073 2 Sessions T 10/13-10/20 1-3 p.m.

Retirement Planning Today
Learn about the many ways to save for retirement as well as the advantages and disadvantages of each. Discover how to save money on taxes, manage investment risks, and protect your assets from potential long-term health care expenses. Fee includes a course workbook and study aids. TWA

Course: PRF119  6 Hours
$25 + $57 fee = $82; NMR add $50
Structured Remote
CRN#: 25432 2 Sessions W 9/9-9/16 6:30-9:30 p.m.
CRN#: 25433 2 Sessions R 9/10-9/17 6:30-9:30 p.m.
CRN#: 25438 2 Sessions T 9/15-9/22 6:30-9:30 p.m.
CRN#: 25428 2 Sessions W 9/23-9/30 6:30-9:30 p.m.
CRN#: 25434 2 Sessions W 9/23-9/30 6:30-9:30 p.m.
CRN#: 25429 2 Sessions R 9/24-10/1 6:30-9:30 p.m.
CRN#: 25423 2 Sessions T 9/29-10/6 6:30-9:30 p.m.
CRN#: 25426 2 Sessions W 10/7-10/14 6:30-9:30 p.m.
CRN#: 25430 2 Sessions T 10/13-10/20 6:30-9:30 p.m.
CRN#: 25431 2 Sessions R 10/15-10/22 6:30-9:30 p.m.
CRN#: 25424 2 Sessions W 10/21-10/28 6:30-9:30 p.m.
CRN#: 25436 2 Sessions W 10/21-10/28 6:30-9:30 p.m.
CRN#: 25437 2 Sessions R 10/22-10/29 6:30-9:30 p.m.
CRN#: 25425 2 Sessions T 10/27-11/3 6:30-9:30 p.m.
CRN#: 25427 2 Sessions R 11/5-11/12 6:30-9:30 p.m.

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

Course: PRF138  5 Hours
$50 + $65 fee = $115; NMR add $120
Structured Remote
CRN#: 25063 2 Sessions M 9/21-9/28 6:30-9 p.m.

Understanding How to Invest Wisely
Do you want to understand how to invest wisely? Learning how to safely invest can mean a big difference for retirement. Discuss the basics of investing and why it is important to start investing early. Examine the different kinds of investment products, the potential risks and benefits of investing, and how fees can impact portfolio performance. Hear about the free resources on Investor.gov, the SEC’s online portal for individual investors.

Course: PRF163  2 Hours
$20 + $15 fee = $35; NMR add $30
Structured Remote
CRN#: 25069 1 Session R 11/12 6:30-8:30 p.m.

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

Course: PRF164  6 Hours
$25 + $49 fee = $74; NMR add $50
Structured Remote
CRN#: 25071 2 Sessions W 11/4-11/11 6:30-9:30 p.m.
CRN#: 25072 2 Sessions R 11/5-11/12 6:30-9:30 p.m.

Looking for MORE Personal Finance Classes?
See our Lifelong Learning Personal Finance section on page 66.
**Personal Finance Academy—Project Management**

**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
Structured Remote
CRN#: 25067 2 Sessions T
9/29-10/6 6:30-9:30 p.m.
CRN#: 25066 2 Sessions R
11/5-11/12 6:30-9:30 p.m.

**Employment Search Boot Camp**

Learn traditional and innovative job search techniques to help you land the job you want. This class provides a comprehensive approach to employment search, including resume 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
$0 + $25 fee = $25; NMR add $30
Structured Remote
CRN#: 24578 5 Sessions M W
10/12-10/26 6:30-9:30 p.m.

**Project Management**

**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 PMI prep course. Project Management Fundamentals is a prerequisite to this course for students with no prior PM training. This course is certified by the Project Management Institute (PMI)®. TWA

Course: **PMC013** 36 Hours
$597 + $348 fee = $945; NMR add $400
Structured Remote
CRN#: 25054 11 Sessions M W F S
9/9-9/26 6:30-9:30 p.m. (M W F)
9:30 a.m.-3 p.m. (S)
CRN#: 25055 11 Sessions M W F S
9/30-10/17 6:30-9:30 p.m. (M W F)
9:30 a.m.-3 p.m. (S)
CRN#: 25056 11 Sessions M W F S
10/14-10/31 6:30-9:30 p.m. (M W F)
9:30 a.m.-3 p.m. (S)

**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#: 25042 3 Sessions S
10/3-10/17 8:30 a.m.-5 p.m.
CRN#: 25043 4 Sessions W S
12/5-12/16 8:30 a.m.-5 p.m. (W)
6-10 p.m. (S)

Note: This class is scheduled as in-person format, if conditions allow. If conditions do not change, this class will transition to structured remote.

**Looking for more courses on careers?**
See our Professional and Career Development courses on page 58.
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

Structured Remote
CRN#: 25057 5 Sessions M T W R F 8/24-8/28 6-9 p.m.
CRN#: 25058 5 Sessions M T W R F 9/14-9/18 6-9 p.m.
CRN#: 25059 5 Sessions M T W R F 10/5-10/9 6-9 p.m.

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

Course: PMC004 48 Hours
$1,039 + $710 fee = $1,749; NMR add $800

Structured Remote
CRN#: 25044 12 Sessions T R S 10/6-10/31 6-9:30 p.m. (T R)
9:30 a.m.-3:30 p.m. (S)
CRN#: 25051 12 Sessions T R S 10/20-11/14 6-9:30 p.m. (T R)
9:30 a.m.-3:30 p.m. (S)

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

Course: PMC023 8 Hours
$199 + $90 fee = $289; NMR add $140

Structured Remote
CRN#: 25061 4 Sessions W F 12/2-12/11 7-9 p.m.

How To Build Dynamic (Effective) Teams
Do you want to develop your team leadership skills and unleash the talent of your team members? This class will focus on how to identify your strengths, interests, and needs through self-assessments and how to use this knowledge to build better teams. We will discuss your results and actions needed to connect better with others to build strong and effective teams. This 15-hour class is highly interactive and will involve the introduction of actionable steps to continue the process after the class is over. Teams are an important building block of successful organizations. With teams at the core of corporate strategy, an organizations success can depend on how the team members operate together. (15 PDUs) TWA

Course: PMC025 15 Hours
$200 + $299 fee = $499; NMR add $225

Structured Remote
CRN#: 25062 5 Sessions W 10/14-11/11 6:30-9:30 p.m.

Introduction to Agile Project Management
Project Management practitioners are increasingly embracing Agile as a technique for managing successful projects. It is a topic of growing importance in project management. Whether you are a PMP® credential holder or an individual working on Agile project team, this course will introduce you to the basics of Agile. Understand the values and principles of Agile and identify methodologies of Agile PM. Learn how to combine Agile approach with existing PM tools and see the benefits of Agile PM. This course is certified by the Project Management Institute (PMI)®. (15 PDUs) TWA

Course: PMC011 15 Hours
$217 + $122 fee = $339; NMR add $122

Structured Remote
CRN#: 25053 5 Sessions M W F 10/12-10/21 6-9 p.m.

Leadership Skills for Supervisors and Project Managers
Supervisors and Project Managers 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 that you need to be successful. (8 PDUs) TWA

Course: PMC022 8 Hours
$209 + $90 fee = $299; NMR add $140

Structured Remote
CRN#: 25060 4 Sessions T R 8/25-9/3 7-9 p.m.

Fall 2020
Although classes in the brochure may reflect face-to-face meetings, please note, until further notice from the Montgomery County Leaders, classes will be taught online through distance learning or structured remote format. Visit our website often for up-to-date information.
Continuing Education

ABCs of Selling a House
In this practical guide to selling a house under any market condition, we will cover contract clauses, how to prepare for a smooth closing, minor improvements, and advantages/disadvantages of listing a home with a real estate professional. Approved: 3 hours. TWA
Course: REC127 3 Hours
$25 + $25 fee = $50; NMR add $50
Rockville Campus
CRN#: 25111 1 Session R
11/12 1-4 p.m.

Brokerage Relationships and Disclosures
This Continuing Education course is for existing Maryland real estate professionals and fulfills the requirement set by MREC to maintain a Maryland Real Estate License. Topics include: moving from agency to brokerage, properly completing brokerage agreements, review licensee duties, analyze client/customer scenarios, identifying and dealing with dual agency, identifying and dealing with dual agency, and provide information on updated brokerage relationship disclosure. TWA
Course: REC203 3 Hours
$25 + $25 fee = $50; NMR add $50
Rockville Campus
CRN#: 25120 1 Session R
11/12-11/12 9 a.m.-12 p.m.

Buying / Selling Foreclosure Properties
Gain a better understanding of the foreclosure process, property condition, and risks associated with buying a foreclosure sale. Approved: 3 hours. TWA
Course: REC034 3 Hours
$25 + $25 fee = $50; NMR add $50
Rockville Campus
CRN#: 25107 1 Session F
11/13 9 a.m.-12 p.m.

Contracts and Offer to Purchase
Students will be re-introduced to the basic elements of a Real Estate sales contract. Topics covered will include: how to help a client satisfy disclosure obligations, protect interests with contingencies, and how a contract is terminated. Approved: 3 hours. TWA
Course: REC195 3 Hours
$25 + $25 fee = $50; NMR add $50
Rockville Campus
CRN#: 25118 1 Session S
11/14 9 a.m.-12 p.m.

Ethics: Predatory Lending / Flipping
This course covers the Maryland Real Estate Commissions' Code of Ethics, including the practice of flipping, predatory lending, and how it affects the licensees business relationships. Approved: 3 hours. TWA
Course: REC012 3 Hours
$25 + $25 fee = $50; NMR add $50
Rockville Campus
CRN#: 25106 1 Session F
11/13 9 a.m.-12 p.m.

Evaluating / Financing the Fixer-Upper
Can you estimate the fair market value of property after the completion of renovations/repairs? Do you know the difference between homeowner strategies and renovator strategies? Can you determine the discount needed for a quick sale price? These topics and more, will be covered in this course. Approved: 3 hours. TWA
Course: REC035 3 Hours
$25 + $25 fee = $50; NMR add $50
Rockville Campus
CRN#: 25108 1 Session F
11/13 1-4 p.m.

Fair Housing
Satisfy the requirement for 1.5 hours of continuing education for Fair Housing. This course covers the history of fair housing and current laws. Approved: 1.5 hours. TWA
Course: REC173 1.5 Hours
$15 + $15 fee = $30; NMR add $30
Rockville Campus
CRN#: 25113 1 Session F
11/13 5-6:30 p.m.

Real Estate Legislative Update
This course will cover legislative issues that have been introduced and passed in recent years. It complies with the Maryland Real Estate Commission requirement for three hours of legislative update. Approved: 3 hours. TWA
Course: REC149 3 Hours
$25 + $25 fee = $50; NMR add $50
Rockville Campus
CRN#: 25112 1 Session S
11/14 9 a.m.-12 p.m.

Rentals, Renters, and Landlords
A comprehensive overview of how to deal with rentals, renters, and landlords. Learn how to qualify applicants and the procedures required by the State of Maryland. Approved: 3 hours. TWA
Course: REC189 3 Hours
$25 + $25 fee = $50; NMR add $50
Rockville Campus
CRN#: 25117 1 Session F
11/13 1-4 p.m.

Understanding and Using Short Sales
What exactly is a short sale and how/when should it be used? What is the homeowners financial responsibility, if any, and what is the effect of a short sale on the homeowners credit? Do you know what the debtor and lender rights are when loan default occurs? These questions, as well as how to prepare and process a short sale offer, will be covered. Approved: 3 hours. TWA
Course: REC182 3 Hours
$25 + $25 fee = $50; NMR add $50
Rockville Campus
CRN#: 25116 1 Session S
11/14 1-4 p.m.

Licensure

Basic Real Estate Principles and Practices for Salespersons
Learn the necessary information on how to become a real estate Salesperson in Maryland; general knowledge topics and Maryland law will be covered. Exams administered on last day of class and students must pass EACH exam with a minimum of 70%; The 60 hours of the course must be attended and exams must

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

Structured Remote
CRN#: 25103 9 Sessions S U
9/12-10/24 9 a.m.-4:30 p.m.
CRN#: 25105 20 Sessions T R
9/22-12/10 6:30-9:30 p.m.

Basic Real Estate: PSI Exam Review
If you have passed both Basic Real Estate Principles and Practices for Salespersons tests but haven't taken the PSI exam, this review class is for you! This class will serve as a review for REB010 and should ease your fears and answer your questions. Prerequisite: Successful class and test completion of REB010; please bring textbooks used in REB010, to class.

Course: REC201 6 Hours
$15 + $25 fee = $40; NMR add $30

Rockville Campus
CRN#: 25119 1 Session F
11/20 9 a.m.-3 p.m.

Safety Institute

Aviation

So You Want to Fly an Airplane?
Get an exciting introductory experience with your feet on the ground. Whether looking for a hobby or looking for a job, find out what it takes to become a Federal Aviation Administration (FAA) certified Private Pilot. The morning three hours of classroom includes topics such as requirements for license, history of aviation, basic principles of flight, maintenance guidelines, air traffic control communications, choosing a flight school, supplies needed, cost estimation, and much more. After the classroom portion (at MC), 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!

Course: SFT007 5 Hours
$25 + $24 fee = $49; NMR add $30

Safety Institute

Aviation

So You Want to Fly an Airplane?
Get an exciting introductory experience with your feet on the ground. Whether looking for a hobby or looking for a job, find out what it takes to become a Federal Aviation Administration (FAA) certified Private Pilot. The morning three hours of classroom includes topics such as requirements for license, history of aviation, basic principles of flight, maintenance guidelines, air traffic control communications, choosing a flight school, supplies needed, cost estimation, and much more. After the classroom portion (at MC), 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!

Course: SFT007 5 Hours
$25 + $24 fee = $49; NMR add $30

Gaithersburg Business Training Center
CRN#: 25156 2 Sessions S
9/12-9/12 9 a.m.-12 p.m. Classroom
1-3 p.m. Airport

CRN#: 25157 2 Sessions S
11/7-11/7 9 a.m.-12 p.m. Classroom
1-3 p.m. Airport

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 Driver 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. Note: If Campuses are still closed in September, this class will run remotely. You will need to provide your own computer. TWA

Course: CDL116 9 Hours
$50 + $55 fee = $105; NMR add $120

Rockville Campus
CRN#: 24558 3 Sessions T R S
9/29-10/3 9 a.m.-12 p.m. (T R)
9 a.m.-12 p.m. (S)
CRN#: 24559 3 Sessions T R S
11/10-11/14 9 a.m.-12 p.m. (T R)
9 a.m.-12 p.m. (S)

CDL B P&S—24 hours TIP
Fast Track CDL B Skills Course! Are you a fast learner? Do you have previous CDL training and/or driving experience? Do you have employees to train? This 24 hour technical skills course may be right for you! Learn the basic principles and practices of CDL operation: 3 hours of Theory in the classroom, along with 21 hours of Behind the Wheel and Road practice. This course is designed for students who will also apply self-study practices as part of their training and preparation for CDL Licensure. You must be a self-motivated student to be successful in this course. Students must also register for CDL014 to be transported to the Gaithersburg MVA for testing. 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: CDL112 24 Hours
$700 + $400 fee fee = $1,100; NMR add $650

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: CDL014 3 Hours
$185 + $70 = $225; 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, call the Program Office at 240-567-1895.

Course: SFT007 6 Hours
$192 + $48 fee = $240; NMR add $140

Flexible schedule
Driver Education

Montgomery College’s Driving School is Maryland MVA licensed and certified. Our instructors are professional educators with over 20 years of experience teaching. We go the extra mile to teach safe, mindful and defensive driving techniques that diminish distractibility. Our 36-hour course consists of 10 three-hour classroom sessions, and 3 two-hour individual behind-the-wheel driving sessions using our late model cars. Students under 18 MUST be accompanied by a mentor (parent, guardian, etc.) and MUST bring their learners permit to the first class/orientation session. Students will learn Montgomery College driving school policies, which include mentor or parental involvement expectations, overview of the Maryland Graduated Licensing System and behind-the-wheel process. If you need an accommodation based on a disability please contact Natalie Martinez, Disability Support Services Counselor at 240-567-4118. Behind the Wheel (BTW) 6 hours to be scheduled in class. Note: If Campuses are still closed by start dates, this class will run remotely. You will need to provide your own computer. TWA

Course: SFT043 36 Hours
$244 + $130 fee = $374; NMR add $160

Rockville Campus
CRN#: 25132 M W F
9/21-10/12 6-9 p.m.
CRN#: 25135 T R
11/17-12/17 5-8:15 p.m.

Germantown Campus
CRN#: 25133 S U
10/17-11/15 9 a.m.-12 p.m.

Takoma Park/Silver Spring Campus
CRN#: 25134 S U
10/17-11/15 9 a.m.-12 p.m.

Driver Education with Additional Supports

Montgomery Colleges Driving School and its instructors are Maryland MVA licensed and certified. Our additional support instructors are dually certified in Special Education. This course, in a small classroom environment, prepares rookie drivers to test for a Maryland driver 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 valid learners 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/drivertedspecialneeds.html. Behind the Wheel (BTW) 6 hours to be scheduled in class. If you need an accommodation based on a disability please contact Natalie Martinez, Disability Support Services Counselor at 240-567-4118. TWA

Course: SFT079 36 Hours
$278 + $157 fee = $435; NMR add $225

Rockville Campus
CRN#: 25155 32 Sessions M W F
11/2-11/23 6-9 p.m.

Note: If Campuses are still closed by start date, this class will run remotely. You will need to provide your own computer. TWA

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.isaia-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

Learner Permit Prep Course

Preparing for and passing the Maryland Learners Permit test can be challenging for many students. While this Learner Permit Prep course is open to all, it is designed by a special educator to specifically support students with mild to moderate learning disabilities. Course includes activities, computer exercises and practice tests. A Maryland Learners Permit is a prerequisite for Driver Education course, however this course is not required. This course can also be taught at schools for student groups. Note: If Campuses are still closed in September, this class will run remotely. You will need to provide your own computer. TWA

Course: SFT044 10 Hours
$90 + $35 fee = $125; NMR add $120

Rockville Campus
CRN#: 25139 3 Sessions M W F
8/17-8/19 5-8:20 p.m.
CRN#: 25138 3 Sessions M W F
10/26-10/28 5-8:20 p.m.

Takoma Park/Silver Spring Campus
CRN#: 25137 3 Sessions T R S
9/22-9/26 5-8:20 p.m. (T R)
9 a.m.-12:20 p.m. (S)

John F Kennedy High School
CRN#: 25136 3 Sessions M W F
10/5-10/7 5-8:20 p.m.

Learner’s Permit Tutoring

Preparing for and passing the Maryland Learners Permit test can be challenging for many students. This two-hour one-on-one tutoring session is designed to give undistracted help to students who request additional assistance. This session will be held at a Montgomery College campus mutually agreed upon by instructor and student.

Course: SFT068 2 Hours
$75 + $25 fee = $100; NMR add $120
Motorcycle Safety

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

Course: SFT064 18 Hours
$174 + $150 fee = $324; NMR add $160

Gaithersburg Business Training Center
CRN#: 25143 9/2-9/6
4 Sessions W R S U
5:45-8:45 p.m. (W R)
7:45 a.m.-12:45 p.m. (S U)
CRN#: 25144 9/8-9/13
3 Sessions T S U
3-9 p.m. (T)
7:45 a.m.-12:45 p.m. (S U)
CRN#: 25146 9/10-9/13
3 Sessions R S U
3-9 p.m. (R)
12:45 p.m.- 5:45 p.m. (S U)
CRN#: 25147 9/17-9/20
3 Sessions R S U
3-9 p.m. (R)
7:45 a.m.-12:45 p.m. (S U)
CRN#: 25148 9/22-9/24
3 Sessions T W R
8:45 a.m.-2:45 p.m. (T)
7:45 a.m.-12:45 p.m. (W R)
CRN#: TBA 9/23-9/27
4 Sessions W R S U
5:45-8:45 p.m. (W R)
7:45 a.m.- 12:45 p.m. (S U)

CRN#: 25150 10/1-10/4
3 Sessions R S U
3-9 p.m. (R)
7:45 a.m.- 12:45 p.m. (S U)
CRN#: 25151 10/6-10/8
3 Sessions T W R
8:45 a.m.-2:45 p.m. (T)
7:45 a.m.- 12:45 p.m. (W R)
CRN#: 25152 10/8-10/11
3 Sessions R S U
3-9 p.m. (R)
7:45 a.m.- 12:45 p.m. (S U)
CRN#: 25153 10/15-10/18
3 Sessions R S U
3-9 p.m. (R)
7:45 a.m.- 12:45 p.m. (S U)
CRN#: 25154 10/22-10/25
3-9 p.m. (R)
7:45 a.m.- 12:45 p.m. (S U)

Motorcycle Maintenance 101: Hands On Basics
This continuing education course is designed for a motorcycle owner or enthusiast who would like training on how to maintain and repair a motorcycle. This course provides various hands on topics such as oil changes, tires, fluids, and much more. The course will also give guidance as to how to set up a motorcycle garage with the right tools to perform basic inspections, troubleshooting, and maintenance.

Course: SFT110 5 Hours
$16 + $48 fee = $64; NMR add $50

Gaithersburg Driving Range
CRN#: 25159 9/19-9/20
1-6 p.m.

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

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

Preparing for a 911 Dispatch Position
Part 1
Are you patient and calm during a crisis? Are you able to multi-task? If so, then a career in emergency telecommunications may be for you! This course will enable you to recognize the need for fire, medical, or police responses to 911 calls. You will learn the role the 911 Telecommunicator plays in applying the principles, practices and standards of care when servicing 911 calls as well as learning the roles and responsibilities of the 911 emergency call taker. Included in this course is preparation for the Basic Emergency Telecommunicator Certification (ETC) and Exam. The exam is taken on the last day of the third week of class. This program is in direct response to law enforcement agencies need for qualified, job-ready applicants in the 911 Communications Center. Note: If Campuses are still closed in September, this class will run remotely. You will need to provide your own computer.

Course: SFT087 60 Hours
$800 + $170 fee = $970; NMR add $400
This course will be offered in Spring 2021

Part 2
Preparing for a 911 Dispatch Position is the second course in the 911 Dispatch Academy. It focuses on preparation and application of skills needed to apply for a 911 dispatch position including interview skills; the difference between scenario-based questions versus attitude-based questions; analytical/critical thinking skills; active listening and responding quickly to communicate effectively while working under stressful situations; practice/simulation of Police, Fire, and Medical calls for service; map reading skills, the 911 application process; and much more.

Course: SFT116 24 Hours
$100 + $300 fee = $400; NMR add $225
This course will be offered in Spring 2021
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

**Structured Remote**

CRN#: 25130  8 Sessions  
9/26-10/18  9 a.m.-1 p.m.

**Rockville Campus**

CRN#: 25131  8 Sessions  
10/31-11/22  9 a.m.-1 p.m.

**Fast Track**

**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 & word problems and logarithmic functions. This course offers an intensive review. If successful, students would 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. Textbook is required and is available for purchase at the Rockville Campus bookstore. TWA

Course: WPS002  
20 Hours  
$75 + $50 fee = $125; NMR add $120

**Rockville Campus**

CRN#: 25501  10 Sessions  
11/2-11/13  6:30-8:30 p.m.

**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 these concepts in context will also be examined. Textbook is required and is available for purchase at campus bookstores. TWA

Course: WPS081  
30 Hours  
$100 + $67 fee = $167; NMR add $120

**Structured Remote**

CRN#: 25503  10 Sessions  
9/12-11/14  9 a.m.-12 p.m.

CRN#: 25502  15 Sessions  
9/14-10/2  6:30-8:30 p.m.

**Germantown Campus**

CRN#: 25505  20 Sessions  
10/5-10/30  9-10:30 a.m.

**Rockville Campus**

CRN#: 25504  15 Sessions  
10/5-10/23  6:30-8:30 p.m.

CRN#: 25507  15 Sessions  
11/2-11/20  6:30-8:30 p.m.

**Takoma Park/Silver Spring Campus**

CRN#: 25506  15 Sessions  
11/2-11/20  1-3 p.m.

**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 on 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: TPR029  
9 Hours  
$126 + $59 fee = $185; NMR add $120

**Structured Remote**

CRN#: 25183  3 Sessions  
9/27-10/11  10 a.m.-1 p.m.

**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  
$165 + $80 fee = $245; NMR add $140

**Structured Remote**

CRN#: 25185  8 Sessions  
9/14-10/7  6-8 p.m.

**PRAXIS Core Preparation**

A passing score on the Praxis Core exam is required for admission to most teacher education programs. This course is designed to review and practice basic skills in math, writing, and reading in a supportive learning environment. Sessions offer content lecture, test-taking strategies, and timed practice tests. Textbook is required and available at the Rockville Campus Bookstore for purchase. TWA

Course: TPR034  
16 Hours  
$165 + $80 fee = $245; NMR add $140

**Rockville Campus**

CRN#: 25184  4 Sessions  
10/17-11/7  2-6 p.m.

Test Prep courses marked as Structured Remote will be taught online via Zoom. Classes with campus locations may switch to Structured Remote if necessary due to COVID-19.
## 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

**Germantown Campus**  
CRN#: 25128  
10 Sessions  
M W  
10/26-11/25  
5-8:15 p.m.

**Rockville Campus**  
CRN#: 25125  
8 Sessions  
S U  
10/3-10/25  
9 a.m.-1 p.m.

**Structured Remote**  
CRN#: 25121  
8 Sessions  
S U  
9/5-9/27  
9 a.m.-1 p.m.

**Takoma Park/Silver Spring Campus**  
CRN#: 25129  
8 Sessions  
S U  
10/31-11/22  
9 a.m.-1 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#: 25202  
1 Session  
S  
9/26  
10 a.m.-2 p.m.

**Rockville Campus**  
CRN#: 25205  
1 Session  
W  
12/9  
4-8 p.m.

**Structured Remote**  
CRN#: 25204  
1 Session  
T  
11/17  
4-8 p.m.

**Takoma Park/Silver Spring Campus**  
CRN#: 25203  
1 Session  
S  
11/7  
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 online 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#: 25458  
1 Session  
S  
9/26  
10 a.m.-2 p.m.

**Rockville Campus**  
CRN#: 25459  
1 Session  
W  
12/9  
4-8 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 online 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#: 25460  
1 Session  
S  
9/26  
10 a.m.-2 p.m.

**Rockville Campus**  
CRN#: 25195  
1 Session  
S  
10/10  
10 a.m.-2 p.m.

**Takoma Park/Silver Spring Campus**  
CRN#: 25196  
1 Session  
T  
11/17  
4-8 p.m.

**Due to COVID-19:**  
E-mail us to check on the status of CLEP testing: clep@montgomerycollege.edu

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**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.

For more information on CLEP including test subjects, registration forms, and costs, please visit www.montgomerycollege.edu/clep or call 240-567-1862.

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**Test Prep courses marked as Structured Remote will be taught online via Zoom. Classes with campus locations may switch to Structured Remote if necessary due to COVID-19.**
### 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:** TTG6201 45 Hours  
$475 + $112 fee = $587; NMR add $250  
**Rockville Campus**  
CRN#: 25200 12 Sessions  W  
9/23-12/16 6-10 p.m.

#### Machining Intermediate
This intermediate course will continue to improve your understanding of lathe operations including various thread cutting procedures, as well as intermediate mill setup and operation. Gain knowledge of how to calculate proper feeds and speeds for various materials and cuts for thread cutting, milling, and boring operations. Learn to interpret machining blueprints and plan the proper choice of tools and sequence of cuts to produce the part. Learn how to interpret basic geometric dimensioning and tolerance symbols and dimensioning systems according to ANSI Y14.5 standards, Prerequisite: Successful completion of Introduction to Machining or permission of the instructor. Note: Students must furnish their own eye and ear protection devices. TWA

**Course:** TTG511 46 Hours  
$480 + $117 fee = $597; NMR add $250  
**Rockville Campus**  
CRN#: 25474 12 Sessions  R  
9/24-12/17 6-10:05 p.m.

### Workforce Development and Continuing Education

#### Welding Fundamentals
This course introduces you to the basic processes used in the welding field and emphasizes welding safety. Learn the various types of welding equipment, identification and selection of filler materials, types of welds, and the different welding positions. Instructor will provide textbook information for you to purchase. TWA

**Course:** TTG571 56 Hours  
$571 + $156 fee = $727; NMR add $350  
**Rockville Campus**  
CRN#: 25487 14 Sessions  S  
9/12-12/19 8 a.m.-12 p.m.

#### Welding I—Intro 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  
$617 + 370 = $987; NMR add $400  
**Rockville Campus**  
CRN#: 25492 24 Sessions  W R  
9/30-1/7/21 5:30-9:15 p.m.

#### Welding II—Advanced: SMAW
Prepare to weld in the flat and horizontal positions in accordance with the American Welding Society D1.1 Structural Steel code. Learn basic blueprint and welding symbols, basic metallurgy, and plasma arc cutting techniques. Prerequisite: Welding Fundamentals. Instructor will provide textbook information for you to purchase on the first day of class. Textbooks/course materials required. TWA

**Course:** TTG572 46 Hours  
$470 + $127 fee = $597; NMR add $250  
**Rockville Campus**  
CRN#: 25488 12 Sessions  S  
9/26-12/19 1-5 p.m.

#### Welding III—Advanced: GTAW
Introduces the students to the Gas Tungsten Arc Welding process in aluminum, stainless steel, and steel. Emphasizes welding safety. Students will also learn basic blueprint and welding symbols, basic metallurgy, and learn identification and selection of GTAW filler materials. Prerequisite: Welding II - Advanced: SMAW Textbooks/course materials required. Instructor will provide textbook information for you to purchase on the first day of class. Textbooks/course materials required. TWA

**Course:** TTG573 46 Hours  
$470 + $286 fee = $756; NMR add $350  
**Rockville Campus**  
CRN#: 25489 12 Sessions  M  
9/21-12/14 5:30-9:20 p.m.

#### Welding Symbols and Blueprint Reading
Introduces various types of prints used in the welding industry. Topics include print reading, measurements, metallurgy, types of welds and joints, and welding symbols. TWA

**Course:** TTG582 30 Hours  
$250 + $150 fee = $400; NMR add $225  
**Rockville Campus**  
CRN#: 25491 8 Sessions  W R  
9/2-9/24 5:30-9:15 p.m.

#### Maker Space/Fab Lab

**3-Dimensional Modeling (3D Modeling)**
Do you have a product idea you want to create, or even send to a 3D printer? Do you love concept design, character art, or just visualizing your ideas in 3D space? In this 3D modeling course we are going to take a look at how you can do all of that by learning the basics of 3D modeling. Course includes development and editing of solid entities, importing and exporting models, and use of solid models in manufacturing situations. TWA

**Course:** TTG565 60 Hours  
$306 + $357 fee = $663; NMR add $300  
**Rockville Campus**  
CRN#: 25486 15 Sessions  M  
9/14-12/21 6-10 p.m.
**World Language Classes**

Classes with the Co-listed symbol **Co-L** will not meet on campus while the College is operating remotely. The scheduled class sessions will be live but delivered virtually via Blackboard (Collaborate/Zoom) until the College returns to normal operations. All other Language classes will meet online via Zoom.

### American Sign Language

**ASL | Co-L**

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

**Structured Remote**

CRN#: 25372 31 Sessions  T R  9/1-12/17 9:30-10:45 a.m.  No class 11/26

CRN#: 25373 31 Sessions  T R  9/1-12/17 11 a.m.-12:15 p.m.  No class 11/26

CRN#: 25371 29 Sessions  M W  9/9-12/16 9-10:25 a.m.

CRN#: 25374 29 Sessions  M W  9/9-12/16 1-2:25 p.m.

CRN#: 25375 29 Sessions  M W  9/9-12/16 6-7:25 p.m.

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**Fall 2020**

Although classes in the brochure may reflect face-to-face meetings, please note, until further notice from the Montgomery County Leaders, classes will be taught online through distance learning or structured remote format. Visit our website often for up-to-date information.

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**World Languages—Workforce Technologies**

**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 Laura Weihrauch at laura.weihrauch@montgomerycollege.edu or 240-567-1862.

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**Maker Space / Fab Lab 3D Printer Applications**

Have you ever seen a handmade camera assembly and wondered how it was made? Now, this is a very complex object to create however, 3D printing has made it easy for almost anyone to make their own camera assembly. In this class, you will learn how to create designs or 3D models for just about anything under the sun. Topics in this class will include machine setup, and operation, and safety procedures. Prerequisite: successful completion of the Maker Space / Fab Lab Applications course. TWA

**Course: TTG563**

5 Hours

$45 + $40 fee = $85; NMR add $50

**Rockville Campus**

CRN#: 25482 2 Sessions  S 10/17-10/24 10 a.m.-12:30 p.m.

CRN#: 25483 2 Sessions  M 11/9-11/16 2:30-5 p.m.

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**Maker Space / Fab Lab Applications**

This introductory course serves as a stepping-stone for students interested in the Maker Space / Fab Lab program. Students will learn current technology to develop, design, and fabricate various objects. Topics will include machine setup demonstrations, how digital files are handled and transferred to the equipment, and Fab Lab safety protocol. TWA

**Course: TTG561**

6 Hours

$53 + $48 fee = $101; NMR add $120

**Rockville Campus**

CRN#: 25478 2 Sessions  S 10/3-10/10 10 a.m.-1 p.m.

CRN#: 25479 2 Sessions  M 10/12-10/19 2:30-5 p.m.

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**Maker Space / Fab Lab CNC Router Applications**

Have you ever seen a spectacular woodwork design and pondered upon how it came to existence? Look no further - in this class, you will learn how to make precise repeatable cuts on flat or low elevation wood or plastic projects Topics in this class will include machine setup, and operation, and safety procedures. Prerequisite: successful completion of the Maker Space / Fab Lab Applications course. TWA

**Course: TTG562**

6 Hours

$53 + $48 fee = $101; NMR add $120

**Rockville Campus**

CRN#: 25481 2 Sessions  S 10/26-11/2 2-5 p.m.

CRN#: 25480 2 Sessions  M 10/31-11/7 10 a.m.-1 p.m.

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**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 Applications course. TWA

**Course: TTG564**

5 Hours

$45 + $40 fee = $85; NMR add $50

**Rockville Campus**

CRN#: 25484 2 Sessions  S 11/9-11/16 2:30-5 p.m.

CRN#: 25485 2 Sessions  M 11/30-12/7 2:30-5 p.m.

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**Maker Space / Fab Lab Laser Applications**

Prerequisite: successful completion of the Maker Space / Fab Lab Applications course.

**Course: TTG562**

6 Hours

$53 + $48 fee = $101; NMR add $120

**Rockville Campus**

CRN#: 25481 2 Sessions  S 10/26-11/2 2-5 p.m.

CRN#: 25480 2 Sessions  M 10/31-11/7 10 a.m.-1 p.m.

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**American Sign Language**

**ASL | Co-L**

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

**Structured Remote**

CRN#: 25372 31 Sessions  T R  9/1-12/17 9:30-10:45 a.m.  No class 11/26

CRN#: 25373 31 Sessions  T R  9/1-12/17 11 a.m.-12:15 p.m.  No class 11/26

CRN#: 25371 29 Sessions  M W  9/9-12/16 9-10:25 a.m.

CRN#: 25374 29 Sessions  M W  9/9-12/16 1-2:25 p.m.

CRN#: 25375 29 Sessions  M W  9/9-12/16 6-7:25 p.m.
World Languages

**World Language Classes**

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**ASL II Co-L**

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

Structured Remote  
CRN#: 25379  
29 Sessions  
T R  
9/8-12/17  
6-7:25 p.m.
No class 11/26

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**Chinese**

**Elementary Chinese I Co-L**

This is a beginning course for anyone who has no experience in the study of Chinese. You’ll begin to develop the ability to communicate in Chinese through the consideration of cultural themes, language functions, and authentic situations as you acquire the structures and lexicon to work with written language, conversation, and composition. In class work is supplemented by 20 hours of listening and practice in the language learning laboratory. TWA

Course: LAN217  
62.5 Hours  
$660 + $227 fee = $887; NMR add $1,452

Structured Remote  
CRN#: 25366  
31 Sessions  
T R  
9/1-12/17  
11 a.m.-1:15 p.m.
No class 11/26

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**Chinese Conversation and Grammar Review #1**

This course is for you if you have an intermediate level Mandarin language background. Listening practice and grammar review will help you develop fluency with an emphasis on conversation. You will improve your conversation skills by role-play practice in everyday situations. TWA

Course: LAN230  
22 Hours  
$190 + $130 fee = $320; NMR add $160

Structured Remote  
CRN#: 24848  
12 Sessions  
W  
9/16-12/9  
7-9 p.m.
No class 11/25

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**Fingerspelling and Number Use in ASL Co-L**

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 work 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

Structured Remote  
CRN#: 25749  
29 Sessions  
T R  
9/8-12/17  
5:30-6:55 p.m.
No class 11/26

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**French**

**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. Textbook is required. Details available at Rockville Campus bookstore. TWA

Course: LAN041  
22 Hours  
$133 + $128 fee = $261; NMR add $140

Structured Remote  
CRN#: 24828  
12 Sessions  
T  
9/15-12/8  
7-9 p.m.
No class 11/24

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**Visual Gestural Communication Co-L**

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

Structured Remote  
CRN#: 25365  
29 Sessions  
T R  
9/8-12/17  
7:15-8:40 p.m.
No class 11/26

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**French I—Part 2**

This is a continuation of French I-Part 1 or for those with some basic experience. Grammar topics include present tense of regular and irregular verbs, definite and indefinite articles, and gender and number. You will expand your vocabulary as you practice communicating basic needs and responding to questions on everyday topics. Textbook is required. Details available at Rockville Campus bookstore. TWA

Course: LAN042  
22 Hours  
$133 + $128 fee = $261; NMR add $140

Structured Remote  
CRN#: 24831  
12 Sessions  
R  
9/17-12/10  
10 a.m.-12 p.m.
No class 11/26

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French II—Part 1
Completion of French I or some basic foundation in French is helpful to succeed at this level. You will be speaking and responding to questions more easily in everyday situations about routines, travel, and planning as you learn descriptive adjectives and the near future tense. French and Francophone cultural topics are also discussed. Textbook is required. Details available at Rockville Campus bookstore. TWA

Course: LAN043 22 Hours
$133 + $128 fee = $261; NMR add $140
Structured Remote
CRN#: 24832 12 Sessions W
9/16-12/9 7-9 p.m.
No class 11/25

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

Course: LAN045 22 Hours
$133 + $128 fee = $261; NMR add $140
Structured Remote
CRN#: 24833 12 Sessions W
9/16-12/9 7-9 p.m.
No class 11/25

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. Textbook is required. Details available at Rockville Campus bookstore. TWA

Course: LAN047 22 Hours
$133 + $128 fee = $261; NMR add $140
Structured Remote
CRN#: 24834 12 Sessions R
9/17-12/10 7-9 p.m.
No class 11/26

French Conversation and Grammar Review #1
This course is designed to develop your fluency. You will practice conversation and increase your vocabulary. Grammar is reviewed. Read simplified versions of well-known authors works and participate in short discussions on selected topics. You will be able to use past, imperfect and future tenses and conditionals in oral communication. TWA

Course: LAN101 22 Hours
$190 + $130 fee = $320; NMR add $160
Structured Remote
CRN#: 24839 12 Sessions M
9/14-12/7 7-9 p.m.
No class 11/23

German

Elementary German I
This is a beginning course for anyone who has no experience in the study of German. You’ll begin to develop the ability to communicate in German through the consideration of cultural themes, language functions, and authentic situations as you acquire the structures and lexicon to work with written language, conversation, and composition. In class work is supplemented by 20 hours of online homework. TWA

Course: LAN218 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Structured Remote
CRN#: 25368 31 Sessions T R
9/1-12/17 9:30-10:45 a.m.
No class 11/26

German Conversation and Grammar Review #2
This course is intended for students with a foundation in intermediate German grammar. Develop improved fluency through extended discussions based on readings and conversational topics. Practice conversation, review grammar, and increase vocabulary. Demonstrate reading and listening comprehension. TWA

Course: LAN250 22 Hours
$190 + $130 fee = $320; NMR add $160
Structured Remote
CRN#: 24850 12 Sessions R
9/17-12/10 7-9 p.m.
No class 11/26

Remote Learning Support
See What’s New on page 2.

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

Hebrew

Hebrew III—Part 1
This is an advanced-intermediate Hebrew class. The class requires previous knowledge of basic verbs, conjugation in present tense, infinitive, and some past tense. You will develop your speaking skills, learn advanced prepositions and their conjugations, indirect speech, and consequence sentences. You will read one-page stories and articles in present and past tenses on various topics. Emphasis is placed on class conversations and discussions, student presentations and simulations. TWA

Course: LAN191 22 Hours
$133 + $128 fee = $261; NMR add $140
Structured Remote
CRN#: 24846 12 Sessions U
9/6-12/13 12:2 p.m.
No class 9/13, 9/20, 11/29

Hebrew IV—Part 1
This is an advanced Hebrew class. You will advance your speaking skills in past and present tenses, learn future tense, advanced prepositions and their conjugations. Relative clauses, casual clauses, and the imperative will be studied as well. Lessons will include class conversations, discussions, presentations, simulations, text reading and presentations. TWA

Course: LAN207 22 Hours
$133 + $128 fee = $261; NMR add $140
Structured Remote
CRN#: 24847 12 Sessions T
9/15-12/8 7-9 p.m.
No class 11/24

Hebrew V—Part 2 NEW
This course is intended for students who have completed Hebrew V - Part 1 or have had a significant background in Hebrew. In this advanced Hebrew course, learn the future tense, temporal time clauses, and casual conjunction, in addition to further improving skills in using present and past tenses. Discuss a wide variety of topics and read high level, authentic texts. The course includes working in small groups, preparing presentations, group instruction, and class discussions. TWA

Course: LAN252 22 Hours
$133 + $128 fee = $261; NMR add $140
Structured Remote
CRN#: 24851 12 Sessions R
9/17-12/10 7-9 p.m.
No class 11/26

Italian

Elementary Italian I [Co-L]
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
Structured Remote
CRN#: 25376 29 Sessions T R
9/8-12/17 3:20-5:05 p.m.
No class 11/26

Elementary Italian I—Part 1
This is an introduction to Italian for those with no previous experience. You will learn practical everyday vocabulary and will quickly be able to use the language in basic day-to-day real-life situations. Topics include greetings, polite expressions, exchanging personal information, and time as you 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: LAN072 22 Hours
$133 + $128 fee = $261; NMR add $140
Structured Remote
CRN#: 24835 12 Sessions R
9/8-12/17 3:20-5:05 p.m.
No class 11/26

Elementary Italian I—Part 2
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: LAN244 50 Hours
$1,161.60
$528 + $181.60 fee = $709.60; NMR add $1,161.60
Structured Remote
CRN#: 25380 29 Sessions T R
9/8-12/17 6:30-8:25 p.m.
No class 11/26

Japanese

Elementary Japanese I [Co-L]
This is a beginning course for anyone who has no experience in the study of Japanese. You’ll begin to develop the ability to communicate in Japanese 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: LAN244 50 Hours
$528 + $181.60 fee = $709.60; NMR add $1,161.60
Structured Remote
CRN#: 25381 29 Sessions T R
9/8-12/17 6:30-8:25 p.m.
No class 11/26

World Language Classes
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NEW

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.
Korean

Elementary Korean I  
This is a beginning course for anyone who has no experience in the study of Korean. You'll begin to develop the ability to communicate in Korean through the consideration of cultural themes, language functions, and authentic situations as you acquire the structures and lexicon to work with written language, conversation, and composition. In class work is supplemented by 20 hours of online homework. TWA

Course: LAN221  
37.5 Hours  
$396 + $136.20 fee = $532.20; NMR add $871.20

Structured Remote  
CRN#: 25370  
29 Sessions  
T R  
9/8-12/17  
4-5:25 p.m.  
No class 11/26

CRN#: 25369  
29 Sessions  
M W  
9/9-12/16  
10-11:25 a.m.

Elementary Korean II  
This is a study of Korean at a progressive elementary level. You will continue your study of written language, conversation, and composition as you consider cultural themes, language functions, and authentic situations. In-class work is supplemented by 20 hours of online practice. Confirmation of proper placement is encouraged prior to registration. TWA

Course: LAN237  
37.5 Hours  
$396 + $136.20 fee = $532.20; NMR add $871.20

Structured Remote  
CRN#: 25378  
28 Sessions  
T R  
9/10-12/7  
12-1:25 p.m.  
No class 11/23

CRN#: 24802  
12 Sessions  
T  
9/15-12/8  
1:30-3:30 p.m.  
No class 11/24

CRN#: 24798  
12 Sessions  
T  
9/15-12/15  
7-9 p.m.  
No class 11/3, 11/24

CRN#: 24803  
12 Sessions  
W  
9/16-12/9  
7-9 p.m.  
No class 11/25

CRN#: 24804  
12 Sessions  
R  
9/17-12/10  
7-9 p.m.  
No class 11/26

CRN#: 24805  
12 Sessions  
S  
9/19-12/12  
10 a.m.-12 p.m.  
No class 11/28

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

Structured Remote  
CRN#: 24792  
12 Sessions  
M  
9/14-12/14  
7-9 p.m.  
No class 11/23

CRN#: 24791  
12 Sessions  
T  
9/15-12/8  
7-9 p.m.  
No class 11/23

CRN#: 24789  
12 Sessions  
W  
9/16-12/9  
2-4 p.m.  
No class 11/23

CRN#: 24788  
12 Sessions  
F  
9/18-12/11  
2-4 p.m.  
No class 11/27

Spanish I—Part 2  
This is a continuation of Spanish I-Part 1 or appropriate for those with some basic experience. Grammar topics include present tense of regular verbs (ser and estar), definite and indefinite articles, and gender and number. You will expand your vocabulary as you practice communicating basic needs and responding to questions on everyday topics. Textbook is required. Details available at Rockville Campus bookstore. TWA

Course: LAN010  
22 Hours  
$133 + $128 fee = $261; NMR add $140

Structured Remote  
CRN#: 24793  
12 Sessions  
W  
9/16-12/9  
1-3 p.m.  
No class 11/25

CRN#: 24794  
12 Sessions  
W  
9/16-12/9  
7-9 p.m.  
No class 11/25

CRN#: 24797  
12 Sessions  
S  
9/19-12/12  
10 a.m.-12 p.m.  
No class 11/28

Spanish II—Part 1  
Completion of Spanish I or equivalent study or communication experience is helpful to succeed at this level. You will be speaking and responding to questions more easily in everyday situations about routines, travel and transportation. Learn uses of reflexive verbs and progressive tense. Hispanic and Spanish cultural topics are discussed. Textbook is required. Details available at Rockville Campus bookstore. TWA

Course: LAN011  
22 Hours  
$133 + $128 fee = $261; NMR add $140

Structured Remote  
CRN#: 24795  
12 Sessions  
W  
9/16-12/9  
1-3 p.m.  
No class 11/25

Remote Learning Support  
See What's New on page 2.

Structured Remote vs Distance Learning

Structured Remote classes will meet at a designated meeting date and time with the possibility of transitions to in-person classroom teaching. Distance Learning classes are at your leisure during the semester and will not transition to in-person classes.
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. Textbook is required. Details available at Rockville Campus bookstore. TWA
Course: LAN012 22 Hours
$133 + $128 fee = $261; NMR add $140
Structured Remote
CRN#: 24806 12 Sessions T
9/15-12/8 12:30-2:30 p.m.
No class 11/24
CRN#: 24807 12 Sessions W
9/16-12/9 7-9 p.m.
No class 11/25
CRN#: 24809 12 Sessions R
9/17-12/10 2-4 p.m.
No class 11/26
CRN#: 24808 12 Sessions S
9/19-12/12 10 a.m.-12 p.m.
No class 11/28

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. Textbook is required. Details available at Rockville Campus bookstore. TWA
Course: LAN013 22 Hours
$133 + $128 fee = $261; NMR add $140
Structured Remote
CRN#: 24810 12 Sessions M
9/14-12/7 7-9 p.m.
No class 11/23
CRN#: 24811 12 Sessions W
9/16-12/9 2-4 p.m.
No class 11/25
CRN#: 24812 12 Sessions R
9/17-12/10 10 a.m.-12 p.m.
No class 11/26
CRN#: 24813 12 Sessions F
9/18-12/11 10 a.m.-12 p.m.
No class 11/27

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. Textbook is required. Details available at Rockville Campus bookstore. TWA
Course: LAN014 22 Hours
$133 + $128 fee = $261; NMR add $140
Structured Remote
CRN#: 24814 12 Sessions T
9/15-12/8 1-3 p.m.
No class 11/24

Spanish IV—Part 1
This course is for nonnative speakers with a good foundation in Spanish. Grammar focus is on further practice with the subjunctive to express doubt, disbelief, and denial, as well as appropriate use of past perfect tense, present perfect subjunctive and the conditional. Hispanic and Spanish cultural topics are discussed. Textbook is required. Details available at Rockville Campus bookstore. TWA
Course: LAN015 22 Hours
$133 + $128 fee = $261; NMR add $140
Structured Remote
CRN#: 24818 12 Sessions M
9/14-12/7 2-4 p.m.
No class 11/23
CRN#: 24819 12 Sessions T
9/15-12/15 9:30-11:30 a.m.
No class 11/3, 11/24
CRN#: 24816 12 Sessions R
9/17-12/10 7-9 p.m.
No class 11/26
CRN#: 24817 12 Sessions S
9/19-12/12 12-2 p.m.
No class 11/28

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
Structured Remote
CRN#: 24820 12 Sessions M
9/14-12/7 7-9 p.m.
No class 11/23
CRN#: 24821 12 Sessions F
9/18-12/11 10 a.m.-12 p.m.
No class 11/27

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
Structured Remote
CRN#: 24823 12 Sessions W
9/16-12/9 7-9 p.m.
No class 11/25

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
Structured Remote
CRN#: 24844 12 Sessions T
9/15-12/15 12-2 p.m.
No class 11/3, 11/24

Course: LAN019 22 Hours
$190 + $130 fee = $320; NMR add $160
Structured Remote
CRN#: 24825 12 Sessions M
9/14-12/7 7-9 p.m.
No class 11/23
CRN#: 24826 12 Sessions T
9/15-12/15 9:30-11:30 a.m.
No class 11/3, 11/24
CRN#: 24827 12 Sessions R
9/17-12/10 7-9 p.m.
No class 11/26
CRN#: 24828 12 Sessions S
9/19-12/12 12-2 p.m.
No class 11/28

Course: LAN019 22 Hours
$190 + $130 fee = $320; NMR add $160
Structured Remote
CRN#: 24825 12 Sessions M
9/14-12/7 7-9 p.m.
No class 11/23
CRN#: 24826 12 Sessions T
9/15-12/15 9:30-11:30 a.m.
No class 11/3, 11/24
CRN#: 24827 12 Sessions R
9/17-12/10 7-9 p.m.
No class 11/26
CRN#: 24828 12 Sessions S
9/19-12/12 12-2 p.m.
No class 11/28
Spanish in Our Community/ Español en Nuestra Comunidad

This conversational Spanish course, conducted entirely in Spanish and intended for intermediate to advanced level Spanish students, aims to improve language fluency, while raising awareness of the 200,000-plus people of Hispanic origin who live in Montgomery County. Examine excerpts from the Spanish media - weekly community events calendars, local radio and television broadcasts, advertisements, and newspaper articles - to generate discussion on, for example, the latest production at GALA Hispanic Theatre, the significance of a Quinceañera, the cuisine of a popular restaurant, or a DACA recipient’s reaction to U.S. immigration policy. Whenever possible, weekly topics are paired with a native speaker, either in person or online. These activities will be supplemented with additional reading, writing and grammar exercises. Early in the session, students will receive an annotated list of local media resources to help with reading and listening comprehension and links to speaking-buddy opportunities. TWA

Course: LAN020 22 Hours
$190 + $135 fee = $325; NMR add $160

Structured Remote
CRN#: 24827 12 Sessions T
9/15-12/8 7-9 p.m.
No class 11/24

CRN#: 24824 12 Sessions R
9/17-12/10 7-9 p.m.
No class 11/26

CRN#: 24825 12 Sessions R
9/17-12/10 9:30-11:30 a.m.
No class 11/26

CRN#: 24826 12 Sessions R
9/17-12/10 12-2 p.m.
No class 11/26

Advanced Spanish Conversation
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

Structured Remote
CRN#: 24827 12 Sessions T
9/15-12/8 7-9 p.m.
No class 11/24

CRN#: 24824 12 Sessions R
9/17-12/10 7-9 p.m.
No class 11/26

CRN#: 24825 12 Sessions R
9/17-12/10 9:30-11:30 a.m.
No class 11/26

CRN#: 24826 12 Sessions R
9/17-12/10 12-2 p.m.
No class 11/26

Effective Writing Techniques
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.

Course: WRT207 15 Hours
$150 + $100 fee = $250; NMR add $140

Takoma Park/Silver Spring Campus
CRN#: 25512 5 Sessions T R
10/20-11/3 6:30-9:30 p.m.

Narrative Writing
This course is designed to 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.

Course: WRT208 9 Hours
$90 + $45 fee = $135; NMR add $120

Takoma Park/Silver Spring Campus
CRN#: 25513 3 Sessions S
11/7-11/21 9:30 a.m.-12:30 p.m.

Writing

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 to clear logical sentences. TWA

Course: WRT210 5 Hours
$55 + $30 fee = $85; NMR add $50

Rockville Campus
CRN#: 25515 2 Sessions S
11/14-11/21 10 a.m.-12:30 p.m.

Takoma Park/Silver Spring Campus
CRN#: 25514 2 Sessions S
10/17-10/24 10 a.m.-12:30 p.m.

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.

Course: WRT212 9 Hours
$80 + $55 fee = $135; NMR add $120

Takoma Park/Silver Spring Campus
CRN#: 25518 3 Sessions S
12/3-12/17 6:30-9:30 p.m.
Writing For Impact
Have you always wanted to organize your thoughts in a clear and concise manner, that will allow your ideas to have impact on your readers. Do you want to improve your writing skills by learning to select and use appropriate formats for your audience, and adjust your writing style accordingly. This writing course will give you an array of writing tools to identify your objective and communicate it clearly, learn to spot, correct, and avoid the most common writing pitfalls. You will gain valuable experience analyzing, writing, and revising a variety of documents, so that you will be able to write with impact.

Course: WRT211 12 Hours
$80 + $65 fee = $145; NMR add $120
Rockville Campus
CRN#: 25517 4 Sessions  R 9/10-10/1 6:15-9:15 p.m.
Takoma Park/Silver Spring Campus
CRN#: 25516 4 Sessions  R 10/15-11/5 6:15-9:15 p.m.

Writing for Pleasure

Fiction Writing
So you’ve always dreamed of writing a novel? Or have you already published a few pieces and you’re looking to take your writing further? In this hands-on workshop, you’ll learn all the elements of great fiction: from character, motivation, and conflict to structure, setting, and scene-writing. Practice your hand at crafting dialogue, writing gorgeous sentences, showing instead of telling, and revising your work to commercial writing standards. We’ll also discuss the business of writing—with a step-by-step guide to getting published! TWA

Course: WRT149 15 Hours
$130 + $65 fee = $195; NMR add $120
Distance Learning
CRN#: 25508 10 Sessions 10/5-11/4 12-12 a.m.

Inspire Yourself and Others by Publishing Your Writing in Multiple Formats
Learn different methods of writing inspirational prose and poetry, while also learning ways to self-publish and repurpose your content into different formats, such as paperback, digital, cards, apps, and calendars to create multiple streams of income. Students will also learn about the psychological benefits of inspirational writing, for themselves and others. TWA

Course: WRT197 6 Hours
$75 + $50 fee = $125; NMR add $120
Rockville Campus
CRN#: 25510 2 Sessions  T R 12/1-12/3 6:30-9:30 p.m.

Restarting Your Writing: How to Get Productive Again
Identify and overcome blocks to working productively at writing. Get exposed to techniques related to mindfulness, affirmations, increasing creativity in micro-moments throughout the day, intention setting, redirecting, self-limiting thoughts, and more.

Course: WRT206 6 Hours
$77 + $35 fee = $112; NMR add $120
Rockville Campus
CRN#: 25511 2 Sessions  M W 11/16-11/18 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.

Course: WRT196 6 Hours
$77 + $35 fee = $112; NMR add $120
Rockville Campus
CRN#: 25509 2 Sessions  M W 11/16-11/18 6:30-9:30 p.m.

Remote Learning Support
See What’s New on page 2.

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

Fall 2020
Although classes in the brochure may reflect face-to-face meetings, please note, until further notice from the Montgomery County Leaders, classes will be taught online through distance learning or structured remote format.

This is Phase 1 of the phased approach outlined in the Fall 2020 Schedule Transition Plan. Decisions to move into future phases will depend on state and county guidelines. See full details of the plan and the phases, including resources for students, employees, and the community, at MC Resilient: www.montgomerycollege.edu/resilient-mc/index.html.
Academic Programs and Courses

 Inspiring, Engaging, and Relevant

Montgomery College offers more than 130 programs of study to enable you to achieve your goals. Our academic programs are designed to engage, inspire, and empower you to move forward. Are you a high school student looking to fulfill your early promise, or a high school graduate taking the next step? Are you an adult student looking to master a new discipline, or continue your training and grow your skill set in a specific field? Whether you are a transfer student or an international student, a military service member or senior student, MC has the program for you. Find out more about Montgomery College’s Academic Affairs Division.

* General Studies: a flexible degree path emphasizing transfer in one of four academic cores: Humanities, Arts, Communications, and Languages (HACL); Science, Technology, Engineering, and Math (STEM); Social Sciences, Administration, and Health (SSAH); or Integrated Studies (INTG)

Special Programs

Montgomery College is home to several special programs designed to enhance our students’ learning experiences and better prepare them to enter a career or obtain a bachelor’s degree.

- The Achieving Collegiate Excellence and Success (ACES) targets Montgomery County high school students and guides them through completion of a four-year degree.
- The American English Language Program prepares non-native speakers of English for successful college work in the United States.
- The Global Humanities Institute brings the world into our classrooms and helps prepare students for the global economy.
- The Gudelsky Institute for Technical Education prepares students for careers in automotive technology, building and construction, computer publishing, and other technical fields.
- The Health Sciences Institute prepares students for various health care careers, from diagnostic medical sonography to surgical technology.
- The Hillman Entrepreneurs Program supports and develops aspiring entrepreneurs, leaders, and scholars.
- The International Education and Study Abroad Program provides opportunities to study in other countries.
- The Paul Peck Humanities Institute facilitates internships at the Library of Congress, Smithsonian Institution, and United States Holocaust Memorial Museum.
- The School of Art + Design provides a portfolio-intensive, art school experience designed to transfer to premier art colleges.

For more information on Montgomery College and what WE have to offer, visit: www.montgomerycollege.edu

Providing Opportunities, Empowering You to Succeed

Montgomery College provides a wealth of opportunities that empower you to move forward and achieve the skills you need to become successful—both academically and in life.
Adult English for Speakers of Other Languages (ESOL)

The Adult ESOL Program has six levels, and provides basic English language and life skills instruction to Maryland residents, whose native language is not English. This program is unable to provide services to F1 and J1 visa holders. Please see the FAQ section of our website for more details.

**Registration Guidelines:**

| 1. You must live in Maryland to register for classes. |
| 2. Students must be 18 years of age or older at the time of registration. |
| 3. Students 18 years of age must provide official documentation of school withdrawal. |
| 4. All new students must register 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/aelg](http://www.montgomerycollege.edu/wdce/aelg)

**Call (240) 567-8950**

Press 2 for ESOL information and then:

- for information in English, press 1
- for information in Spanish, press 2
- for information in French, press 3
- for information in Amharic, press 4
- for information in Korean, press 5
- for information in Mandarin, press 6

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**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 parking garage)</td>
<td>See website</td>
<td>Monday–Friday 7:00 a.m.–9 a.m.</td>
</tr>
</tbody>
</table>

**Day Classes**

<table>
<thead>
<tr>
<th>School</th>
<th>Registration</th>
<th>Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Westfield South* (Use front entrance, across from parking garage)</td>
<td>See website</td>
<td>Monday–Friday 9:05 a.m.–11:05 a.m.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Monday–Friday 11:10 a.m.–1:10 p.m.</td>
</tr>
</tbody>
</table>

**Evening Classes**

<table>
<thead>
<tr>
<th>School</th>
<th>Registration</th>
<th>Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Westfield South* (Use front entrance, across from parking garage)</td>
<td>See website</td>
<td>Monday &amp; Wednesday 7 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>Gaithersburg HS</td>
<td>See website</td>
<td>Monday &amp; Wednesday 7 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>John F. Kennedy HS</td>
<td>See website</td>
<td>Tuesday &amp; Thursday 7 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>Montgomery Blair HS</td>
<td>See website</td>
<td>Tuesday &amp; Thursday 7 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>Richard Montgomery HS</td>
<td>See website</td>
<td>Tuesday &amp; Thursday 7 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>Seneca Valley HS</td>
<td>See website</td>
<td>Tuesday &amp; Thursday 7 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>White Oak MS</td>
<td>See website</td>
<td>Monday &amp; Wednesday 6:00–9:00 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>See website</td>
<td>Saturday 8:30 a.m.–12:30 p.m.</td>
</tr>
<tr>
<td>John F. Kennedy HS</td>
<td>See website</td>
<td>Saturday 8:30 a.m.–12:30 p.m.</td>
</tr>
<tr>
<td>Montgomery College Takoma Park Campus Cafritz Building (CF) room 230</td>
<td>See website</td>
<td>Saturday 8:30 a.m.–12:30 p.m.</td>
</tr>
</tbody>
</table>

We offer college and career services, U.S. citizenship classes, and ESOL vocational courses in healthcare, building trades, and customer service. For more information visit our website at [www.montgomerycollege.edu/wdce/aelg](http://www.montgomerycollege.edu/wdce/aelg) or call 240-567-8950.

Are you a documented refugee or political asylee? If yes, call the Montgomery College Refugee Center at 240-567-1404 for English classes and help.

*Westfield South: Disability access for this leased site is on the same side as the movie theatre entrance. For more information regarding disability access at this site, please call 240-567-8841*

**Disability Services:** For disability related accommodations, please contact the Montgomery College Disability Support Services Office at 240-567-4118 at least two weeks before orientation/registration. Some services may require a longer set up time, so we do encourage students to contact the disability support services office as soon as possible.

Montgomery College is an academic institution that is committed to equal opportunity and fostering diversity among its student body, faculty, and staff. This program is funded by the MD Dept. of Labor, the U.S. Dept. of Education and the Montgomery County Government.
**Registration Guidelines:**

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>Location</th>
<th>Dates</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Montgomery College Germantown Campus HS Building–Room 238</td>
<td>See website for dates</td>
<td>6:30 p.m.</td>
</tr>
<tr>
<td>Westfield South (Use front entrance, across from the parking garage)</td>
<td>See website for dates</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.

<table>
<thead>
<tr>
<th>School</th>
<th>Registration</th>
<th>Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Day Classes</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Montgomery College Rockville Campus GU Building–Room 120</td>
<td>See website for dates</td>
<td>9:30 a.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>See website for dates</td>
<td>9:30 a.m. Monday–Thursday 9:05 a.m.–1:10 p.m.</td>
</tr>
<tr>
<td><strong>Evening Classes</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Montgomery College Germantown Campus HS Building–Room 169</td>
<td>See website for dates</td>
<td>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>See website for dates</td>
<td>6:00 p.m. Monday–Thursday 6:30 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>Sligo Middle School</td>
<td>See website for dates</td>
<td>6:00 p.m. Monday–Thursday 6:30 p.m.–9:30 p.m.</td>
</tr>
</tbody>
</table>

**Maryland i_Pathways (teacher supported in class and online learning program)**

<table>
<thead>
<tr>
<th>Location</th>
<th>Registration</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Westfield South (Use front entrance, across from the parking garage)</td>
<td>See website for dates</td>
<td>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.

**Locations:**

<table>
<thead>
<tr>
<th>Location</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Montgomery College Germantown Campus</td>
<td>20200 Observation Drive Germantown, MD 20876</td>
</tr>
<tr>
<td>Richard Montgomery High School</td>
<td>250 Richard Montgomery Drive Rockville, MD 20852</td>
</tr>
<tr>
<td>John F. Kennedy High School</td>
<td>1901 Randolph Road, Silver Spring, MD 20902</td>
</tr>
<tr>
<td>Seneca Valley High School</td>
<td>19401 Crystal Rock Dr. Germantown, MD 20874</td>
</tr>
<tr>
<td>Thomas Edison High School of Technology</td>
<td>12501 Dalewood Dr. Silver Spring, MD 20906</td>
</tr>
<tr>
<td>Montgomery Blair High School</td>
<td>51 University Blvd., East Silver Spring, MD 20901</td>
</tr>
<tr>
<td>Sligo Middle School</td>
<td>1401 Denis Ave. Silver Spring, MD 20902</td>
</tr>
<tr>
<td>Westfield South</td>
<td>11002 Veirs Mill Road, Suite 210 Silver Spring, MD 20902</td>
</tr>
<tr>
<td>General Information</td>
<td></td>
</tr>
<tr>
<td>Montgomery Blair High School</td>
<td></td>
</tr>
<tr>
<td>Sligo Middle School</td>
<td></td>
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</table>

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## Additional AELG Courses

The Adult ESOL Program provides basic English language and life skills instruction to Maryland residents whose native language is not English.

<table>
<thead>
<tr>
<th>ESOL for Building Trades Jobs</th>
<th>ESOL for Customer Service Jobs</th>
<th>ESOL for Healthcare Jobs</th>
<th>ESOL for Bridge to IT Jobs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Learn the English and basic skills you need to work in entry-level building trades jobs. Are you looking for a new job or a better job in carpentry, heating/air conditioning, or electricity? Do you want to work in the sales and service industry? Would you like to improve your English-speaking skills? If interested you must attend one of the ESOL for Customer Service Orientations. For up-to-date information on dates and times, please visit our website.</td>
<td>Improve English-speaking skills and learn basic skills needed to enter the retail and customer service industry. Are you looking for a new job or a better job in healthcare? Do you want to learn more English for your job? Would you like to learn medical vocabulary? If interested you must attend one of the ESOL for Healthcare Jobs Orientations. For up-to-date information on dates and times, please visit our website.</td>
<td>Learn the English and basic skills you need to work in entry-level healthcare jobs. Are you looking for a new job or a better job in healthcare? Do you want to learn more English for your job? Would you like to learn medical vocabulary? If interested you must attend one of the ESOL for Healthcare Jobs Orientations. For up-to-date information on dates and times, please visit our website.</td>
<td>Learn English, study and workplace readiness skills for careers in technology. Do you want to learn more about jobs and careers in the information technology field? Do you like computers and want to improve your computer skills? If interested you must attend one of the ESOL for Bridge to IT Jobs Orientations. For up-to-date information on dates and times, please visit our website.</td>
</tr>
</tbody>
</table>

For additional information, e-mail ESOL@montgomerycollege.edu or visit our website at www.montgomerycollege.edu/wdce/aelg.

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### TESOL Training Institute

**Make a difference...**

**Learn to teach English to immigrants**

The TESOL Training Institute at Montgomery College WD&CE provides high-quality, innovative education that enables individuals to become highly competent instructors of adult English for Speakers of Other Languages (ESOL) classes.

Join us in a supportive and challenging environment that contributes to the best teacher training in the region.

*If interested, you must attend an information session.*

For more information and a class schedule, call 240-567-8169, e-mail nancy.newton@montgomerycollege.edu, or visit our website at www.montgomerycollege.edu/wdce/tesol.html.

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### Do you want to be a U.S. citizen? Citizenship Preparation Program

- Are you a legal, permanent resident?
- Do you need help preparing for your citizenship test and interview?

Come to an information session and discover how Montgomery College may be able to help you... FOR FREE!

If interested, you must attend an Information/Registration Sessions

Please visit our website for dates and times.

Information/Registration Sessions will be held online. Please visit our website www.montgomerycollege.edu/wdce/citizenship for up-to-date information.

For more information call 240-567-8839, email Citizenshipprogram@montgomerycollege.edu.
WDCE Bridge to Academic and Career Success Program

Students will be directed to the academic coordinator of Bridge based on their engagement in the MC English Remote Placement (https://www.montgomerycollege.edu/admissions-registration/assessments.html). Once connected with the academic coordinator, the student will take a standardized reading assessment to determine which placement is the best fit, the WDCE Bridge Program or Connecting Reading and Writing. The Bridge Program is intended for students that test at a minimum of an 8th grade reading level. For the purposes of Fall 2020, Connecting Reading and Writing is intended for students that test between 5th and 7th grade reading levels.

The academic coordinator will provide the reading assessment to students that helps to determine Bridge Program versus Connecting Reading and Writing placement on a rolling basis, Tuesdays and Thursdays, throughout the summer. To take the reading assessment, contact Academic coordinator, Jessica Hall jessica.hall@montgomerycollege.edu.

Participation in the WDCE Bridge program requires registration in all three courses, Student Success and Career Planning, Reading Comprehension, and Writing Comprehension, in the same group. Books and materials necessary for class can be purchased through the Montgomery College Bookstore. In addition, you must have access to Wi-Fi and a laptop, tablet or desk computer.

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.

For WDCE Bridge enrollment and registration information contact Professor Margo Barnett margo.woodward@montgomerycollege.edu

Registration Period: July 27–August 30, 2020
No class September 7, October 20, and November 25–29, 2020

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<td>25081</td>
<td>PTS016</td>
<td>Student Success and Career Planning</td>
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<td>25096</td>
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<td>M,W</td>
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<td>T,R</td>
<td>9/1–12/8</td>
<td>12:35 p.m.–1:05 p.m.</td>
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The scheduled class sessions will be held via Structured Remote Learning until the College returns to normal operations.

Fall 2020

Fall 2020 semester classes will be offered in either an online or a structured-remote work learning format. This is Phase 1 of the phased approach outlined in the Fall 2020 Schedule Transition Plan. Decisions to move into future phases will depend on state and county guidelines. See full details of the plan and the phases, including resources for students, employees, and the community, at MC Resilient: www.montgomerycollege.edu/resilient-mc/index.html.

Distance Learning online classes will be taught fully online for the entire semester. Structured-remote classes will meet online at the designated times. Structured-remote classes allow the ability to transition to in-person formats as conditions allow or to scale back if conditions worsen after a period of improvement. Structured remote means that classes will meet at the scheduled times, but remotely. Students should expect to be present online at the times posted in the schedule and to be prepared to attend structured-remote classes in person as conditions allow.

Registration for Fall 2020 Classes

Due to COVID-19, face-to-face registrations are not available until the restrictions are lifted. Registration options:

Online: Please visit the link below for Registration Information: www.montgomerycollege.edu/wdce/registerops.html
For assistance with online registration, please contact Customer Service 240-567-5188
Fax: Please fax completed registration form to 240-567-1877
Mail-In: Montgomery College Workforce Development and Continuing Education
51 Mannakee Street, Campus Center Room 220 • Rockville, Md 20850-1195
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For more information, please visit: www.montgomerycollege.edu/wdce/noncredit-online-courses/
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School Year Youth Programs at Montgomery College!
Providing high-quality programs that are educational, engaging, and fun!

Due to the uncertainty of fall Youth Programs due to COVID-19, please check our website for up-to-date information. www.montgomerycollege.edu/youth.

**Kids’ College**
Enrichment courses for students in Grades K–12 (grades may differ, depending on course offerings.) Courses are offered after school and on Saturdays on the Germantown, Rockville, or Takoma Park/Silver Spring Campus.

**Black Rocket**
Black Rocket provides unique enrichment and educational programs to children and young adults offering distinct programs in Creative Sciences, Digital Arts, and Leadership. Each course emphasizes self-empowerment, cognitive reasoning, and divergent thinking through hands-on learning.

**Abtrakadoodle**
The Abtrakadoodle mission is to enhance the lives of children by creating an educationally rich learning environment that ignites their imaginations and leads the, to discover their own unique creativities, talents and abilities.

**Piano**
Piano Fun for Grades K–6. Lessons range from beginner to advanced. These are small group lessons. Classes run for about three months in the Fall or the Spring.

For a full list of our school year programs and up-to-date information, please visit www.montgomerycollege.edu/youth.
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Services for Students with Disabilities

Montgomery College complies with the provisions of Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2009. The college provides accommodations, access to facilities, programs, activities and services for qualified students with documented disabilities. Accommodations are determined on a case by case analysis based on information provided by a qualified professional.

If you need support services due to a disability, please contact Natalie Martinez, WDCE Disability Support Services Counselor, to schedule an appointment, phone 240-567-4118, e-mail natalie.martinez@montgomerycollege.edu, Fax: 240-567-5163 at least six weeks prior to the start of the classes to ensure timely services. If necessary and appropriate, students may register for courses or activities prior to or while going through the support services process but are expected to comply with required deadlines to ensure that appropriate accommodations can be secured.

Any student who may need assistance in the event of an emergency evacuation must identify to Disability Support Services; guidelines for emergency evacuations are at: www.montgomerycollege.edu/dss/evacprocedures.htm.

Under provisions of the Americans with Disabilities Act, this material is available in alternative formats by contacting the Disability Support Services Office at 240-567-4118.

A Sorenson Video Relay Service with a large monitor is available in the Rockville, Takoma Park/Silver Spring and Germantown Campus libraries.

Students Under 16

Students must be 16 or older, or have permission of the program area by the start date of class, in order to participate. Call 240-567-5188 for more information.

Co-Listed Classes

Classes marked with this code CoL are co-listed. They are offered so that students may register either for credit or continuing education (noncredit) status. Co-listing gives students an option to choose the best path for their educational needs. Each section includes both credit and noncredit students. For students seeking credit classes, please consult the credit course schedule. The expectations for attendance, participation, and effort are the same for all students. Instructors will announce policies concerning class activities.

If you have registered as a noncredit student in a co-listed course and you wish to change from noncredit to credit status, you will have one day after the class has begun to do so. After that, you are committed to your path as a noncredit student for the remainder of the course. If the course has a required assessment level to be a credit student, you must first complete the assessment testing and meet the appropriate assessment level before you can change to credit status. Dates for co-listed classes may reflect the actual credit term dates. Please check the day on your calendar for the actual start date of your class.

Textbooks and Materials

Textbooks/course materials: Purchase textbooks and/or course materials at the Campus where your class will be held. For classes held at the Gaithersburg Business Training Center, Distance Education and Learning Technologies (DELT), and off-Campus MCPS locations, please use the Rockville Campus MC Books & More; for classes at Westfield South use the Takoma Park/Silver Spring Campus MC Books & More. You do not need to go to a Campus store to make your purchase. You may purchase your textbooks/course materials online to have your purchases mailed to you. To order online or to find out more details about purchases, buybacks, returns, contact information, ebooks, rentals, and more, visit the College’s MC Books & More website at www.montgomerycollege.edu/bookstore or call the main number 240-567-5302. MC Books & More and the Cafritz Art Store & More are the Official Montgomery College Bookstores.

For information specific to WDCE, please visit our reference page at http://www.bkstr.com/montgomerycollege/store/home/ A USB flash drive/memory stick (at least 512 MB) is required for ITI classes unless otherwise specified. Please bring to first class.

Inclement Weather

Inclement weather conditions: go to www.montgomerycollege.edu or call 240-567-5000. If the College is closed, there are no classes. For classes meeting in a Montgomery County Public Schools facility, go to www.montgomeryschoolsmd.org. If MCPS is closed, or evening activities are cancelled, there are no classes. Students attending classes at local hospitals, will have class unless notified by their instructor.

Scholarship Opportunities

For detailed information regarding scholarship opportunities and how to apply, visit https://www.montgomerycollege.edu/workforce-development-continuing-education/wdce-scholarships/index.html

Montgomery College is an academic institution that is committed to equal opportunity and fostering diversity among its student body, faculty and staff. Inquiries regarding Montgomery College’s nondiscrimination compliance policies and procedures may be directed to Dr. Brenda Williams, Director of Employee & Labor Relations, Workforce Diversity and Inclusion, 240-567-5367.
Registration Options

Regardless of which registration option you select, registrants will be enrolled in the order that registration and payments are received (to avoid disappointment, register early); payment is required at the time of registration. All students must register prior to attending the first class.

Payments

Payment MUST be made IN FULL at the time of registration to avoid being deleted from the course. Complete information is required to process all registrations and payments. Further instructions for WEB, FAX, or MAIL-IN payments can be found at: www.montgomerycollege.edu/wdce/registerops.html.

Registration will not be processed without appropriate payment.

Option 1: In-Person Registration
A completed form with payment may be submitted in person at any of these Montgomery College Campus registration areas:

Gaithersburg Business Training Center
Room 400
8:30 a.m.–9 p.m. (M–R)
8:30 a.m.–4:30 p.m. (F)
8:30 a.m.–4 p.m. (S)

Germantown Campus
Humanities and Social Sciences Building
Room 241 and/or 243
8:30 a.m.–4 p.m. (M–F)

Rockville Campus
220 Campus Center
8 a.m.–7 p.m. (M–R)
8 a.m.–5 p.m. (F)
8:30 a.m.–12 p.m. (S)

Takoma Park/Silver Spring Campus
230 CF, Customer Service
8:30 a.m.–5 p.m. (M–F)

Westfield South, Room 306 ***
8:30 a.m.–9 p.m. (M–R)
8:30 a.m.–4:30 p.m. (F)
8:30 a.m.–4 p.m. (S)

Registrations are also accepted at all three Campus Admissions Offices.

***Cash payments can only be made at the Cashier’s Offices at the Germantown, Rockville, or Takoma Park/Silver Spring Campuses and will be accepted between 8:30 a.m.–1 p.m. and 2–4:30 p.m., M–F.

Option 2: Online (Web) Registration
A. Go to montgomerycollege.edu/wdce
B. Click on “How to Register” in the left navigation bar.
C. Click on “Register by Web.”
D. Follow the appropriate directions depending on if you are a new or returning student.

Option 3: Mail Registration
Send completed form with payment for total due to Montgomery College, WDCE, 51 Mannakee St., Rockville, MD 20850.

Option 4: Fax Registration
Fax completed form with payment information to WDCE at 240-567-1877.

Due to COVID-19, APPE students CAN NOT register in person until restrictions are lifted. Please visit montgomerycollege.edu/wdce/esl for more information or see page 5 of this schedule.

Policy

The following are general guidelines taken from the College policy on residency for tuition purposes. A complete copy of the policy is available in the Montgomery College Catalog.

A. Students attending Montgomery College will pay tuition according to their residency classification.

To qualify for in-state tuition, a student must be a U.S. Citizen, Permanent Resident or have a qualifying Visa status.

B. To qualify, for tuition purposes, as a resident of the state of Maryland, legal domicile must have been maintained for a period of not less than three months prior to the first regularly scheduled class for the semester; unless you are a member of the Military covered under HB935.

C. The domicile of a person registering in a noncredit course at Montgomery College shall be considered as a person’s permanent place of abode, where physical presence and possessions are maintained, and where he/she intends to remain indefinitely.

Refund Policy

Refunds are paid at 100% for classes canceled, dropped online, or in person (using a Drop Form), prior to the start date of the class. Refunds are also paid at 100% if class is dropped prior to the Refund Date printed on your registration confirmation. DO NOT drop classes online on or after the day the class begins; you will not receive a refund. APPE students must call 240-567-7262 for refund/withdrawal instructions. Refunds for open enrollment classes will go to the registered student of record. For the Drop Form and more information, visit www.montgomerycollege.edu/wdce/register/refundpolicy.html.

NOTE: Due to COVID-19, face-to-face registrations are not available until the restrictions are lifted.

Transfer Policy

To transfer from one CRN to another CRN of the same course, a letter must be received in the Admissions, Records, and Registration Office, Montgomery College, 51 Mannakke Street, Rockville, MD 20850 before the beginning date of both CRNs of the course. If you have enrolled in a co-listed course you will have only one day after the class has begun to transfer. After that, you are committed to your path for the remainder of the course. If the course has a required assessment level to be a credit student, you must first complete the assessment testing and meet the appropriate assessment level before you can change to credit status.

Tuition Installment Plan (TIP)

The Tuition Installment Plan (TIP) may allow students to pay registration charges in several payments; some restrictions apply. Each term is independent and must be enrolled in separately. A nonrefundable fee is required to participate in TIP. Students must register online during the TIP enrollment period prior to the close date indicated for each plan. Only courses with a TIP code have a tuition installment plan available. For more information go to www.montgomerycollege.edu/wdce/registerops.html

Tuition Waiver

Only noncredit courses designated “tuition waiver applies” in each publication will be available for tuition waiver. This statement appears in each applicable course description. Only tuition is waived; required fees must be paid by the student. Documents must be received at time of registration.

Senior Tuition Waiver (TWA): Maryland residents 60 years or older by the start date of the class may have tuition waived.

Disability Tuition Waiver: Please go to montgomerycollege.edu/wdce/register/disabilitywaiver.html for information.

National Guard Tuition Waiver: If you are currently a member of the Maryland National guard and are enlisted for at least a 24-month period, you are eligible for a 50 percent tuition waiver. You must submit proof of such from the adjutant general’s office.

VA-Approved Course: Courses indicated with this VA code are approved for VA educational benefits under Title 38, U.S.C., Section 3676. (Post 9/11 GI Bill). For more information, visit www.montgomerycollege.edu/wdce/registerops.html.

Questions?
Call 240-567-5188.
Course Locations

- **Activity Center at Bohrer Park**
  506 S. Frederick Avenue
  Gaithersburg, MD 20877

- **Adventist HealthCare Shady Grove Medical Ctr**
  9901 Medical Center Drive
  Rockville, MD 20850

- **Agricultural History Farm Park**
  18400 Muncaster Road
  Derwood, MD 20855

- **Asbury Methodist Village**
  301 Russell Avenue
  Gaithersburg, MD 20877

- **Brooke Grove Nursing and Rehab Center**
  18131 Slade School Road
  Sandy Spring, MD 20860

- **Bethesda-Chevy Chase Regional Service Ctr**
  4805 Edgemoor Lane, 2nd Fl.
  Bethesda, MD 20814

- **Davis Library**
  6400 Democracy Blvd.
  Bethesda, MD 20817

- **Gaithersburg Business Training Center (MC)**
  Montgomery College
  12 S. Summit Avenue
  Gaithersburg, MD 20877

- **Gaithersburg Driving Range**
  14 Firstfield Road (14 FR)
  Gaithersburg, MD 20878

- **Gaithersburg Library**
  18330 Montgomery Village Ave.
  Gaithersburg, MD 20879

- **Germantown Campus (MC)**
  20200 Observation Drive
  Germantown, MD 20876

- **Holy Cross Hospital Germantown**
  119801 Observation Drive
  Germantown, MD 20876

- **Holy Cross Hospital Silver Spring**
  1500 Forest Glen Road
  Silver Spring, MD 20910

- **Ingleside at King Farm**
  701 King Farm Blvd.
  Rockville, MD 20850

- **Kensington Park Library**
  4201 Knowles Avenue
  Kensington, MD 20895

- **Kensington Park Senior Center**
  3620 Littlelade Road
  Kensington, MD 20895

- **La Madeleine—Pike and Rose**
  11610 Old Georgetown Road
  Rockville, MD. 20852

- **La Madeleine—Old Georgetown Rd.**
  7607 Old Georgetown Road
  Bethesda, Md 20814

  Free parking.

Lawton Community Center
4301 Willow Lane
Chevy Chase, MD 20815

Maplewood Park Place
9707 Old Georgetown Road
Bethesda, MD 20814

Rockville Campus (MC)
51 Mannakee Street
Rockville, MD 20850

Rockville Campus (MC)
Mannakee Building
900 Hungerford Drive
Rockville, MD 20850

Silver Spring Library
900 Wayne Avenue
Silver Spring, MD 20910

Takoma Park/Silver Spring Campus (MC)

Health Sciences Bldg
7977 Georgia Ave.,
Silver Spring, MD 20910

Takoma Park/Silver Spring Campus (MC)
7600 Takoma Avenue
Takoma Park, MD 20912

Twinbrook Public Library
202 Meadow Hall Drive
Rockville, MD 20851

Westfield South (MC)
11002 Veirs Mill Road
Suite 306
Wheaton, MD 20902

Wheaton Library
11701 Georgia Avenue
Wheaton, MD 20902

For Montgomery County Public School locations, go to www.montgomerycollege.edu/wdce/mcps/locations.html.

Building Abbreviations

- **BE** Bioscience Education Center
- **CC** Campus Center
- **CF** Cafritz Arts Center
- **CH** Child Care Center
- **CM** The Commons
- **CS** Computer Science Building
- **CU** Communication Arts Center
- **FH** Falcon Hall
- **GU** Gudelsky Institute for Technical Ed.
- **HC** Health Sciences Center
- **HS** Humanities and Social Sciences
- **HT** High Technology and Science Center
- **HU** Humanities
- **MK** Mannakee
- **MP** Mathematics Pavilion
- **MU** Music
- **P1** Pavilion One
- **P2** Pavilion Two
- **P3** Pavilion Three
- **PE** Physical Education
- **PG** Physical Education
- **PK** Paul Peck Academic and Innovation
- **RC** Resource Center
- **SA** Sciences and Applied Studies
- **SB** South Campus Instructional Building
- **SE** Science East
- **SN** Science North
- **SW** Science West
- **TC** Technical Center
- **TT** Interim Technical Training Center

Room Numbers

Room numbers will be printed on your registration receipt for classes held on our Campuses. Please be sure to keep the receipt for your records. Room numbers can also be found online.

Day Designation

- **M** Monday
- **T** Tuesday
- **W** Wednesday
- **R** Thursday
- **F** Friday
- **S** Saturday
- **U** Sunday

Key to Codes

- **TWA** Senior Tuition Waiver Applies
- **NMR** Non-Maryland Resident
- **Col** Collisted
- **TIP** Tuition Installment Plan
- **VAA** VA-Approved

www.facebook.com/mcwdce
REGISTRATION FORM
Workforce Development and Continuing Education

Please Print Clearly

All information is required. Incomplete forms will be returned to the student unprocessed. For registration assistance call 240-567-5188.

Mail completed registration form with payment to WDCE Registration, 51 Mannakee Street, CC 220, Rockville, MD 20850.

FAX completed registration form with credit card information to 240-567-1877.

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

Refunds will go to the registered student of record.

Total Due $ 

I certify that the information on this registration is correct and complete. I am aware of and will adhere to College policies as published in the Student Handbook.

I understand that non-attendance and/or failure to file all registration changes in writing with the Admissions and Records Office does not relieve me of responsibility for tuition and fee charges incurred. I agree to abide by the policies and procedures of the College, including without limitation, the Student Code of Conduct and any payment liabilities. I hold the College harmless for any errors I have made that may affect a request for a subsequent refund or academic appeal.

Student Signature Required

Date

Please indicate payment by: □ Check (payable to Montgomery College) □ Credit card: □ MasterCard □ VISA □ Discover

Credit Card Information:

Credit Card Number

Expiration date on card
Month / Year

3 or 4 digit Security code on your card

Name on Card

Card holder signature required

Date

Montgomery College is an Equal Opportunity Affirmative Action Title IX Institution.

6/13/2020
On-site Training for Your Employees in Mission-Critical Skills

Montgomery College Offers Corporate and Public Sector Group Rates  
Cost-Effective Training By Top Industry Professionals  

Our team of expert professionals will meet with you to assess your needs, and customize training designed for your employees.

- Business Writing for Technology and Science Professionals
- Professional and Workplace Writing
- Project Management Professional Certification Training—PMP®
- Management and Leadership Training Program
- Cybersecurity Breach-Prevention Training for Employees
- Cybersecurity Skills and Certifications
- Interpersonal Communication Skills
- Powerpoint and Prezi Presentation Skills
- Human Resources for Supervisors
- Supervisory Skills Program
- Encouraging Innovation in the Workplace

Most of the courses offered by Workforce Development and Continuing Education can be customized for specific business or government needs.

Call today to see how we can help you and your employees.

For more information, contact: Steve Greenfield, Dean
Montgomery College Workforce Development and Continuing Education
Business Information Technology & Safety
steve.greenfield@montgomerycollege.edu • 240-567-2583

Academic Programs and Courses

Inspiring, Engaging, and Relevant

Montgomery College offers more than 130 programs of study to enable you to achieve your goals. Our academic programs are designed to engage, inspire, and empower you to move forward. Are you a high school student looking to fulfill your early promise, or a high school graduate taking the next step? Are you an adult student looking to master a new discipline, or continue your training and grow your skill set in a specific field? Whether you are a transfer student or an international student, a military service member or senior student, MC has the program for you. Find out more about Montgomery College’s Academic Affairs Division.

For more information on Montgomery College and what WE have to offer, visit:
www.montgomerycollege.edu

Providing Opportunities, Empowering You to Succeed
Fall 2020 semester classes will be offered in either an online or a structured-remote work learning format.

Although classes in the brochure may reflect face-to-face meetings, please note, until further notice from the Montgomery County Leaders, classes will be taught online through Distance Learning or Structured Remote format. Online classes will meet via Zoom and/or Blackboard learning systems. Therefore, you will need a computer, laptop, tablet, or smartphone camera ready with speakers, internet access and a browser that is current. See page 2 for details.

Resilient MC

Throughout the ongoing pandemic, Montgomery College has prioritized the health and safety of its students and employees above all else. As we move into the next phase of teaching, learning, and working, this will continue to guide all of our decisions about the structure of our education programs and delivery of key services.

Watch and listen to our Conversation with Leadership: Resilient MC, where MC President DeRionne Pollard and senior vice presidents shared how the college is planning for the next phase of its resilient response to COVID-19.