NONCREDIT COURSE SCHEDULE

Workforce Development and Continuing Education | Summer 2020

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

Registration Opens ......

April 27th

montgomerycollege.edu/wdce | 240-567-5188

Ofrecemos clases en español
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

Advanced Placement Institute
The College Board-endorsed AP Summer Institute courses for new and experienced teachers. June 23–June 26

Pet Obedience Program
MC WDCE is delivering a hands-on dog/pet obedience continuing education certificate training program. Come to the free orientation on May 6 • 5:30–7:30 p.m. at the Gaithersburg Business Training Center to learn more! See page 8 for details.

Disney's Approach to Leadership Excellence
Spend one day with Disney Institute, so your organization can benefit from Disney's experience in leadership excellence—experience that has resulted in world-class employees and customer satisfaction and bottom-line results. Disney Institute can help you learn to think differently. See course on page 53.

Summer Dinner Theatre
Become part of a musical theater production! In this intensive 11-week course, we present two major musicals, give 12 public performances, and serve more than 5,000 meals. Our shows for 2020 will be The Addams Family and Cabaret. Auditions for performers and interviews for technical positions will be held Friday, Saturday, and Sunday, May 8, 9, and 10, with callbacks on May 16. See page 55 for details.

Summer Youth Programs
Montgomery College Youth Programs provides high quality summer courses with cutting edge, integrated skills. Enjoy yourself while preparing for the future! We offer a variety of fun, educational, and engaging learning activities in a safe and stimulating environment.
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.

Business and Professional

- Certified Associate in Project Management (CAPM®)
- Coaching, ICF-ACSTH
- Nail Technician
- Food Service Management (ServSafe®)
- Individual Tax Preparer
- LEED Green Associate
- 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
Contents

General Information and Policies ........................................ 79
Index ........................................................................... 74
Locations and Key to Courses ...................................... 81
Registration Form ................................................................ 82
Registration Options and Information .......................... 80

Programs

Adult ESOL ........................................................................... 70
Adult Literacy and GED® Test Prep .............................. 71
Advanced Placement Institute .................................. 5
APPE (ESL) ........................................................................... 5
Animal Care and Veterinary Assistant .................... 7
Art + Design ........................................................................ 9
Building and Construction ........................................ 16
Challenge Program, The ........................................... 17
Computer Repair ........................................................... 20
Computer Technology/ITI ........................................ 21
Cosmetology ........................................................................ 31
Early Childhood Education ........................................ 31
Entrepreneurship and Small Business .................... 33
Health Sciences ................................................................. 39
Hospitality: Food Safety, and Event Management .... 39
Income Tax ........................................................................... 40
Instituto Hispano de Negocios y Entrenamiento .......... 41
Lifelong Learning Institute ........................................... 42
Management and Leadership .................................... 52
Coaching and Mediation ............................................. 52
Conflict Management /Mediation .................................................. 53
Human Resources ................................................................. 53
Management/Supervision ............................................. 53
Performing Arts ................................................................. 54
Personal Finance ................................................................. 56
Professional and Career Development ..................... 57
Project Management ....................................................... 58
Real Estate ........................................................................... 58
Safety Institute ................................................................. 59
Aviation .............................................................................. 59
Commercial Driver ......................................................... 59
Driver Safety ................................................................. 59
Motorcycle Safety ........................................................... 60
Test Preparation ................................................................. 62
ACT .............................................................................. 62
GRE .............................................................................. 62
Placement Test Prep ....................................................... 63
PRAXIS ........................................................................... 63
SAT .............................................................................. 64
Workforce Technologies ................................................. 64
World Languages ............................................................... 66
Writing .............................................................................. 68

Key to Codes

TWA  Senior Tuition Waiver Applies
NMR  Non-Maryland Resident
Col.  Colisted
TIP  Tuition Installment Plan
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 transcie.almonte@montgomerycollege.edu .................. 240-567-3828
Computer Repair/A+ Certification eric.jeffers@montgomerycollege.edu ............. 240-567-7902
Computer Technology/ITI maryann.behme@montgomerycollege.edu .......... 240-567-5510
Cosmetology tracee.matthias@montgomerycollege.edu .................. 240-567-2595
Early Childhood Education nelida.andres@montgomerycollege.edu ............... 240-567-3827
Adult ESOL ESOL@montgomerycollege.edu .................................................. 240-567-8950
English for Occupational Purposes (ESL) tiffany.shao@montgomerycollege.edu .......................... 240-567-7913
Entrepreneurship 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 transcie.almonte@montgomerycollege.edu .................. 240-567-3828
Income Tax tracee.matthias@montgomerycollege.edu .................. 240-567-2595
Instituto Hispano de Negocios InstitutoHispano@montgomerycollege.edu ........ 240-567-3823
Interior Design chantal.vilmar@montgomerycollege.edu .................. 240-567-1718
LEED AP (Green Business) sbel@montgomerycollege.edu .................. 240-567-2592
Life Sciences Education transcie.almonte@montgomerycollege.edu ............. 240-567-3828
Lifelong Learning Institute natasha.sacks@montgomerycollege.edu .................. 240-567-1828
Management and Supervision transcie.almonte@montgomerycollege.edu .............. 240-567-3828
Mediation/Conflict Management transcie.almonte@montgomerycollege.edu .............. 240-567-3828
National Apartment Leasing sbel@montgomerycollege.edu .................. 240-567-3823
Nonprofit Training Institute tracee.matthias@montgomerycollege.edu ............. 240-567-2595
Online Courses/ed2go janet.lane@montgomerycollege.edu .............. 240-567-6938
Performing Arts john.deamond@montgomerycollege.edu .................. 240-567-5806
Personal Finance lynda.schrack@montgomerycollege.edu .................. 240-567-7809
Pet Grooming tracy.singleton@montgomerycollege.edu .................. 240-567-2599
Professional/Career Development natasha.sacks@montgomerycollege.edu .............. 240-567-1828
Project Management transcie.almonte@montgomerycollege.edu .............. 240-567-3828
Real Estate sbel@montgomerycollege.edu .................................................. 240-567-2592
Safety Institute sharon.maxwell@montgomerycollege.edu .................. 240-567-2589
Aviation sharon.maxwell@montgomerycollege.edu .................. 240-567-2589
CDL sharon.maxwell@montgomerycollege.edu .................. 240-567-2589
Driver Education alejandra.isaia-herrera@montgomerycollege.edu ............. 240-567-1895
Motorcycle john.amoroso@montgomerycollege.edu .................. 240-567-3825
Public Safety sharon.maxwell@montgomerycollege.edu .................. 240-567-2589
SAT/ACT Prep laura.weltrauch@montgomerycollege.edu .................. 240-567-1862
Small Business sbel@montgomerycollege.edu .................................................. 240-567-2592
Test Preparation laura.weltrauch@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.weltrauch@montgomerycollege.edu .................. 240-567-1862
Writing tracy.singleton@montgomerycollege.edu .................. 240-567-2599
Youth Programs sharon.wolfgang@montgomerycollege.edu .................. 240-567-7939
The College Board-endorsed AP Summer Institute courses provide new and experienced teachers with in-depth training, professional development, and teaching strategies. Participants engage in 30 hours of pedagogical and content rich training led by College Board-endorsed consultants; receive printed materials, including course outlines; content-related handouts; and student samples, scoring guidelines, and commentary for the most recent exam free-response questions. Certificates of Successful Completion and three (3) Continuing Education Units (CEU) provided at the conclusion of the institute; 30-hour attendance is required to earn the maximum number of CEUs. TWA $650 + $95 fee = $745; NMR add $350

AP English Language and Composition
Course: API009 CRN#: 46076
Germantown Campus

AP Spanish Language and Culture
Course: API009 CRN#: 46076
Germantown Campus

AP Statistics
Course: API010 CRN#: 46077
Germantown Campus

AP US History
Course: API014 CRN#: 46079
Germantown Campus

AP World History
Course: API011 CRN#: 46078
Germantown Campus

AP US Government and Politics
Course: API012 CRN#: 46075
Germantown Campus

AP English Language and Composition
Course: API005 CRN#: 46074
Germantown Campus

AP Studio Art & Design
Course: API018 CRN#: 46049
Germantown Campus

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

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

American Pre-Academic and Professional ESL

How to Register for Class
New Students
You must take the WDCE English as a Second Language Assessment (ESLA). Test dates and locations for the ESLA are below. No appointment is necessary for the test, but results and placement information are given by appointment. If you have taken the Accuplacer ESL test, contact a counselor at 240-567-7262.

Testing dates for the Rockville Campus
Please come to Room 220 in Campus Center (2nd floor) at one of these times for testing:
Tuesday 5/19 6:30 p.m.
Thursday 5/21 10:30 a.m.
Tuesday 5/26 10:30 a.m.
Wednesday 5/27 6:30 p.m.

Testing dates for the
Takoma Park/Silver Spring Campus
Please come to Room 230 in the Cafritz Foundation Arts Center at one of these times for testing:
Monday 5/11 10:30 a.m.
Monday 5/18 6:30 p.m.

The test takes almost two hours. You do not have to make an appointment to take the test. There is no charge to take the test. You will be asked to come back another day to get your test results and course-level placement. Take the test as early as you can because ESL classes fill up early. Do not bring children to the test.

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

Degree-Seeking Students
If you took the Accuplacer ESL and placed into Workforce Development and Continuing Education call Rockville:240-567-7262 or Takoma Park/Silver Spring:240-567-5611 for a counseling appointment. Bring your Accuplacer ESL certificate to the appointment. If you already have a Counselor Placement form, you may use that form to register and you do not need to see a placement counselor. If you are interested in the credit program, call 240-567-5000 for more information.

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

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

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

Course: ESL057
$80 + $70 fee = $150; NMR add $120

Rockville Campus
CRN#: 16113 6/1-8/3 M T W R F
Lab is open 11 a.m. to 7 p.m. (M T R)
Lab is open 11 a.m. to 2:30 p.m. (W F)
Lab is closed 7/3

General Communication Courses

Communication Skills for English Language Learners 1
Learn to communicate in English about your daily life and needs. Improve speaking, listening and pronunciation, and increase basic vocabulary. TWA

Course: ESL187
$370 + $70 fee = $440; NMR add $225

Rockville Campus
CRN#: 16115 19 Sessions M W
6/1-8/3 12:30-3 p.m.
Last class on 8/3 meets 12:30-3:30 p.m.

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

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

Rockville Campus
CRN#: 15831 19 Sessions M W
6/1-8/3 12:30-3 p.m.
Last class on 8/3 meets 12:30-3:30 p.m.

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

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

Rockville Campus
CRN#: 15777 19 Sessions M W
6/1-8/3 12:30-3 p.m.
Last class on 8/3 meets 12:30-3:30 p.m.

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

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

Rockville Campus
CRN#: 15781 19 Sessions M W
6/1-8/3 12:30-3 p.m.
Last class on 8/3 meets 12:30-3:30 p.m.

Communication Skills for English Language Learners 5
Learn to participate more fully in discussions about life, work and current events by telling and listening to stories, giving detailed descriptions and using appropriate stress and intonation patterns. Learn to use English to deal with unexpected or stressful situations. TWA

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

Rockville Campus
CRN#: 15784 19 Sessions M W
6/1-8/3 12:30-3 p.m.
Last class on 8/3 meets 12:30-3:30 p.m.

Pronunciation for Advanced
Beginning and Intermediate Students
Learn to better understand spoken English and to be better understood when speaking. Learn how to recognize and produce basic sound patterns of English. TWA

Course: ESL103
$235 + $65 fee = $300; NMR add $160

Rockville Campus
CRN#: 46335 12 Sessions T R
6/9-7/16 12:30-2:30 p.m.

Pre-Academic Courses

Reading and Writing 1
For beginning students with some basic knowledge of English. Learn basic English grammar, write simple sentences and paragraphs, and read short simple texts. You will also practice speaking and listening. TWA

Course: ESL165
$520 + $90 fee = $610; NMR add $300

Rockville Campus
CRN#: 16114 27 Sessions M T R
6/2-8/3 6:30-9 p.m.
Last class on 8/3 meets 6:30-9:30 p.m.

Reading and Writing 2
For high-beginning students who have already studied English and know some basic English vocabulary and grammar. Improve grammar knowledge, write paragraphs and read a book. This course is helpful if you are planning to take the Accuplacer ESL test. TWA

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

Rockville Campus
CRN#: 46100 27 Sessions M T W R
6/1-7/15 9:30 a.m.-12:30 p.m.
Last class on 7/15 meets 9:30 a.m.-12:30 p.m.

CRN#: 15820 27 Sessions M T R
6/9-7/16 12:30-2:30 p.m.

Takoma Park/Silver Spring Campus
CRN#: 46337 27 Sessions M T W R
6/1-7/15 9:30 a.m.-12:30 p.m.
Last class on 7/15 meets 9:30 a.m.-12:30 p.m.

CRN#: 15821 27 Sessions M T R
6/2-8/3 6:30-9 p.m.
Last class on 8/3 meets 6:30-9:30 p.m.

Pre-Academic Courses

Reading and Writing 1
For beginning students with some basic knowledge of English. Learn basic English grammar, write simple sentences and paragraphs, and read short simple texts. You will also practice speaking and listening. TWA

Course: ESL165
$520 + $90 fee = $610; NMR add $300

Rockville Campus
CRN#: 16114 27 Sessions M T R
6/2-8/3 6:30-9 p.m.
Last class on 8/3 meets 6:30-9:30 p.m.

Reading and Writing 2
For high-beginning students who have already studied English and know some basic English vocabulary and grammar. Improve grammar knowledge, write paragraphs and read a book. This course is helpful if you are planning to take the Accuplacer ESL test. TWA

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

Rockville Campus
CRN#: 46100 27 Sessions M T W R
6/1-7/15 9:30 a.m.-12:30 p.m.
Last class on 7/15 meets 9:30 a.m.-12:30 p.m.

CRN#: 15820 27 Sessions M T R
6/9-7/16 12:30-2:30 p.m.

Takoma Park/Silver Spring Campus
CRN#: 46337 27 Sessions M T W R
6/1-7/15 9:30 a.m.-12:30 p.m.
Last class on 7/15 meets 9:30 a.m.-12:30 p.m.

CRN#: 15821 27 Sessions M T R
6/2-8/3 6:30-9 p.m.
Last class on 8/3 meets 6:30-9:30 p.m.
Reading and Writing 3
For low-intermediate students who have already studied English in school. Review basic English verb tenses and practice writing well-developed paragraphs. Learn to use various reading strategies to help you understand texts. This course is helpful if you are planning to take the Accuplacer ESL test. TWA

Course: ESL168
$520 + $90 fee = $610; NMR add $300

Rockville Campus
CRN#: 46101  27 Sessions  M T W R
6/1-7/15  9:30 a.m.-12:30 p.m.
Last class on 7/15 meets 9:30 a.m.-12:30 p.m.
CRN#: 46102  27 Sessions  M T W R
6/1-7/15  9:30 a.m.-12:30 p.m.
Last class on 7/15 meets 9:30 a.m.-12:30 p.m.
CRN#: 46103  27 Sessions  M T W R
6/2-8/3  6:30-9 p.m.
Last class on 8/3 meets 6:30-9:30 p.m.

Takoma Park/Silver Spring Campus
CRN#: 46104  27 Sessions  M T W R
6/1-7/15  9:30 a.m.-12:30 p.m.
Last class on 7/15 meets 9:30 a.m.-12:30 p.m.
CRN#: 46105  27 Sessions  M T W R
6/1-7/15  9:30 a.m.-12:30 p.m.
Last class on 7/15 meets 9:30 a.m.-12:30 p.m.
CRN#: 46106  27 Sessions  M T W R
6/2-8/3  6:30-9 p.m.
Last class on 8/3 meets 6:30-9:30 p.m.

Reading and Writing 4
For intermediate students. Read, discuss and respond to readings in writing. Develop and practice skills needed for academic study in the United States. This course is helpful if you are planning to take the Accuplacer ESL test. TWA

Course: ESL176
$520 + $90 fee = $610; NMR add $300

Rockville Campus
CRN#: 46108  27 Sessions  M T W R
6/1-7/15  9:30 a.m.-12:30 p.m.
Last class on 7/15 meets 9:30 a.m.-12:30 p.m.
CRN#: 46109  27 Sessions  M T W R
6/1-7/15  9:30 a.m.-12:30 p.m.
Last class on 7/15 meets 9:30 a.m.-12:30 p.m.
CRN#: 46110  27 Sessions  M T W R
6/2-8/3  6:30-9 p.m.
Last class on 8/3 meets 6:30-9:30 p.m.

Takoma Park/Silver Spring Campus
CRN#: 46111  27 Sessions  M T W R
6/1-7/15  9:30 a.m.-12:30 p.m.
Last class on 7/15 meets 9:30 a.m.-12:30 p.m.
CRN#: 46112  27 Sessions  M T W R
6/2-8/3  6:30-9 p.m.
Last class on 8/3 meets 6:30-9:30 p.m.

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

Rockville Campus
CRN#: 46222  27 Sessions  M T W R
6/1-7/15  9:30 a.m.-12:30 p.m.
Last class on 7/15 meets 9:30 a.m.-12:30 p.m.
CRN#: 46224  27 Sessions  M T W R
6/1-7/15  9:30 a.m.-12:30 p.m.
Last class on 7/15 meets 9:30 a.m.-12:30 p.m.
CRN#: 16013  27 Sessions  M T R
6/2-8/3  6:30-9 p.m.
Last class on 8/3 meets 6:30-9:30 p.m.

Intermediate Writing
Learn to write and edit well-developed paragraphs. Review basic grammar and punctuation. This course is helpful if you are planning to take the Accuplacer ESL test. TWA

Course: ESL184
$370 + $70 fee = $440; NMR add $225

Rockville Campus
CRN#: 15827  16 Sessions  T R
6/9-7/30  12:30-3 p.m.
CRN#: 15829  16 Sessions  T R
6/9-7/30  12:30-3 p.m.
CRN#: 15826  20 Sessions  M T W R
7/6-8/6  9:30-11:30 a.m.
CRN#: 15830  16 Sessions  T R
6/9-7/30  6:30-9 p.m.

Takoma Park/Silver Spring Campus
CRN#: 15824  27 Sessions  M T R
6/2-8/3  6:30-9 p.m.
Last class on 8/3 meets 6:30-9:30 p.m.

Animal Care and Veterinary Assistant

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

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

Rockville Campus
CRN#: 46176  5 Sessions  M W
6/1-6/15  6:30-8:30 p.m.

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

Course: PET011  10 Hours
$60 + $150 fee = $210; NMR add $140

Rockville Campus
CRN#: 46177  5 Sessions  M W
6/22-7/6  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#: 15956 5 Sessions M W 7/13-7/27 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 familys 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#: 15962 2 Sessions T R 7/7-7/9 6:30-9 p.m.

Rockville Campus
CRN#: 46221 2 Sessions M W 6/22-6/24 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
$30 + $45 fee = $75; NMR add $50 
Gaithersburg Business Training Center
CRN#: 46175 2 Sessions S 6/20-6/27 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 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 
Takoma Park/Silver Spring Campus
CRN#: 46214 7 Sessions M T R 6/1-6/15 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 
Takoma Park/Silver Spring Campus
CRN#: 46215 5 Sessions M T R 6/22-6/30 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, bumps, ear infections, skin irritations, nail trimming, and ear cleaning.

Course: PET023 30 Hours
$150 + $350 fee = $500; NMR add $250 
Takoma Park/Silver Spring Campus
CRN#: 15958 11 Sessions M T R 7/8-7/30 6:30-9:30 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 
Takoma Park/Silver Spring Campus
CRN#: 15959 12 Sessions M T R 8/3-8/27 6:30-9:30 p.m.

Pet Obedience Program (PET013)
MC WDCE is delivering a hands-on dog/pet obedience continuing education certificate training program. 
Come to the free orientation on May 6 • 5:30–7:30 p.m. at the Gaithersburg Business Training Center to learn more!
To preregister, please contact Stacey Gottfried at 240-567-2549.
### Veterinary Assistant Training

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

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

**Gaithersburg Business Training Center**  
**CRN#: 16003**  
1 Session  
M  
8/10  
10 a.m.-12 p.m.

**CRN#: 16004**  
1 Session  
W  
8/12  
6:15-8:15 p.m.

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

**Course: VET008**  
**1 Hours**  
$5 + $25 fee = $30; NMR add $35

**Gaithersburg Business Training Center**  
**CRN#: 46269**  
1 Session  
W  
6/24  
1:30-2:30 p.m.

**CRN#: 16005**  
1 Session  
M  
7/13  
12:30-1:30 p.m.

**CRN#: 16006**  
1 Session  
M  
8/3  
6:15-7:15 p.m.

---

### Art + Design

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

#### Art History, Theory, & Professional Dev.

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

**Takoma Park/Silver Spring Campus**  
**CRN#: 15753**  
15 Sessions  
T W R  
7/7-8/6  
9-11:30 a.m.

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

**Course: ADS476**  
**4 Hours**  
$40 + $40 fee = $80; NMR add $50

**Rockville Campus**  
**CRN#: 15810**  
1 Session  
S  
7/18  
9:30 a.m.-1:30 p.m.

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

**Course: ADS423**  
**25 Hours**  
$190 + $120 fee = $310; NMR add $160

**Rockville Campus**  
**CRN#: 15754**  
10 Sessions  
S  
5/30-8/8  
10 a.m.-12:30 p.m.

#### 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

**Takoma Park/Silver Spring Campus**  
**CRN#: 15813**  
1 Session  
S  
8/15  
9 a.m.-12 p.m.

---

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

---

**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.

---

**Community Arts is on Facebook!**
Keep up with events, new course offerings, registration information, and more.

[www.facebook.com/communityartsatmontgomerycollege](http://www.facebook.com/communityartsatmontgomerycollege)
Crafts

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

**Course:** ADS466 25 Hours

- $185 + $125 fee = $310; NMR add $160
- Takoma Park/Silver Spring Campus
- CRN#: 46070 10 Sessions T R
- 5/26-6/25 10 a.m.-12:30 p.m.

**Crafts: Introduction** NEW

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

**Course:** ART044 75 Hours

- $396 + $136.20 fee = $532.20; NMR add $871.20
- Rockville Campus
- CRN#: 46055 15 Sessions T W R
- 5/26-6/25 9 a.m.-2 p.m.

**Crafts: Co-L**

Discover the world of craft! Craft is the basis of all visual art, as well as fields as diverse as 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. This class fulfills basic hand-sewing skill requirements. TWA

**Course:** ADS497 25 Hours

- $185 + $125 fee = $310; NMR add $160
- Rockville Campus
- CRN#: 15756 10 Sessions T
- 5/26-6/4 1-3:30 p.m.

- No class 6/30

**Doll Design and Construction**
Explore three-dimensional mixed-media art and the human form through the design and creation of an original art doll. Learn construction methods for assembling an original 16 to 18 inch costumed doll. Begin with rough design concepts and proportional figure sketching, continuing to the construction of a wire armature, hard sculpting doll's head and hands, soft-sculpting doll's body, and sewing the doll's costume. Prerequisite: Basic hand-sewing skills; can be learned in ADS497 Crafts: Introduction or ADS456 Sewing: Introduction. TWA

**Course:** ADS375 25 Hours

- $190 + $120 fee = $310; NMR add $160
- Takoma Park/Silver Spring Campus
- CRN#: 15783 10 Sessions F
- 5/29-8/7 10 a.m.-12:30 p.m.

- No class 7/3

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

**Course:** ADS491 35 Hours

- $205 + $135 fee = $340; NMR add $160
- Rockville Campus
- CRN#: 46071 5 Sessions M
- 6/1-6/29 10 a.m.-5 p.m.

**Jewelry Basics**
Explore the elements of jewelry design using simple hand tools. Learn techniques such as stamping, texturing, sawing, piercing, and wire wrapping. Design and fabricate your own jewelry in the studio as you develop your creativity and fabrication skills. Discover contemporary trends in jewelry and metalsmithing and how you can apply them to your work. Note: This course does not include soldering, so can be taken as a precursor to ADS 402, not a substitute. TWA

**Course:** ADS479 25 Hours

- $185 + $125 fee = $310; NMR add $160
- Takoma Park/Silver Spring Campus
- CRN#: 15811 10 Sessions R
- 5/28-8/6 10 a.m.-12:30 p.m.

- No class 7/2

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

**Course:** ADS456 12.5 Hours

- $95 + $70 fee = $165; NMR add $120
- Takoma Park/Silver Spring Campus
- CRN#: 15799 5 Sessions T
- 7/7-8/4 7-9:30 p.m.

**Stained Glass: Introduction**
Create your own stained glass panel using the Tiffany method! Learn how to design your pattern, choose colors, cut and grind glass, and solder glass together. By the end of the class, you will complete one stained glass panel. No prior experience needed. Students must bring a pencil and ruler to the first class; any other drawing tools optional. TWA

**Course:** ADS490 15 Hours

- $120 + $75 fee = $195; NMR add $120
- Takoma Park/Silver Spring Campus
- CRN#: 15814 5 Sessions W
- 7/8-8/5 6:30-9:30 p.m.

**Topic: Stone setting**
**The Art Doll: Costumes and Accessories**

Bring your doll to class and create the special costume and accessories needed to communicate the doll's personality. This class is hands-on and will begin with sketching and exploring design possibilities. We will design and construct a complete head to toe look for your original doll. Please bring your doll to the first class. **Prerequisite: Basic hand-sewing skills; can be learned in ADS497 Crafts: Introduction or ADS456 Sewing: Introduction. TWA**

**Course:** ADS404 25 Hours

$190 + $120 fee = $310; NMR add $160

**Takoma Park/Silver Spring Campus**

CRN#: 15790 10 Sessions F 5/29-8/7 1:30-4 p.m.

No class 7/3

---

**Drawing**

**Chinese Calligraphy Workshop**

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

**Course:** ADS447 2.5 Hours

$22 + $18 fee = $40; NMR add $30

**Takoma Park/Silver Spring Campus**

CRN#: 15798 1 Session S 8/8 9:30 a.m.-12 p.m.

---

**Cartooning Workshop: Action Anatomy**

Discover how to throw punches and land kicks that will leave a lasting impression on your audience. Learn to choose the best moment in an action to draw, emphasize action without breaking your character, and where to find inspiration for dynamic action. Open to all experience levels.

**Course:** ADS439 3 Hours

$22 + $18 fee = $40; NMR add $30

**Takoma Park/Silver Spring Campus**

CRN#: 15796 1 Session S 8/1 1-4 p.m.

---

**Cartooning Workshop: Extreme Expressions!**

From a sly wink to a sizzling glare, learn how to make your characters emote with such passion that your readers will be awestruck. Learn to effectively use the animation principle of squash and stretch to pull the most expression out of the faces of your characters without breaking them. And then break them! Open to all experience levels.

**Course:** ADS440 3 Hours

$22 + $18 fee = $40; NMR add $30

**Takoma Park/Silver Spring Campus**

CRN#: 15797 1 Session S 8/8 1-4 p.m.

---

**Drawing Comics**

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

**Course:** ADS484 25 Hours

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

**Rockville Campus**

CRN#: 15812 10 Sessions R 5/26-8/4 7-9:30 p.m.

No class 7/2

---

**New Art + Design offerings:**

**Drawing Workshops: Full Series**

Now you can sign up for our whole drawing workshop series as a single class. Plus you can get a senior tuition waiver! Page 12

**Welding for Fine Arts**

Learn to join steel with a MIG welder and fabricate steel sculptures. Page 16

**Ceramics I**

Discover the art of ceramics, from hand-building to wheel throwing! Page 16

**Crafts: Introduction**

Get an overview of crafts with projects in varied subjects such as sewing, metals, basketry, and paper-making. Page 10
Special Topics in Drawing: Botanical Drawing

Celebrate the colors of seasonal plants while learning how to realistically depict the natural world around you. Botanical illustration offers great opportunity to join artistic discovery with the observation and appreciation of nature. Learn the traditional art and science of botanical drawing while enjoying the natural world. All ability levels welcome! Students are responsible for their own transportation to off-site locations. TWA

Course: ADS421 25 Hours
$185 + $125 fee = $310; NMR add $160

Takoma Park/Silver Spring Campus
CRN#: 15792 10 Sessions F
5/29-8/7 4-6:30 p.m.
No class 7/3

Takoma Park/Silver Spring Campus
CRN#: 15792 10 Sessions F
5/29-8/7 4-6:30 p.m.
No class 7/3

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. Sign up for this section to take the entire series, or choose individual sessions below. TWA

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

Germantown Campus
CRN#: 15760 8 Sessions F
6/12-8/7 10 a.m.-1 p.m.

Takoma Park/Silver Spring Campus
CRN#: 46047 8 Sessions S
5/29-7/9 1-4 p.m.

Drawing Workshops: Individual Sessions

Learn new and exciting drawing techniques that enable you to tap into your creativity. You may take the workshops individually or as a full series. All materials provided.
Each workshop is 3 hours
Cost of each workshop is $22 + $18 fee = $40, Non-MD residents add $30

GERMANTOWN CAMPUS

Drawing Workshop: Drawing Basics
Learn basic drawing techniques using pencil, graphite, and tortillons. You will focus on drawing from a still life. This workshop is geared toward optimizing use of materials.

Course: ADS460 CRN#: 46062
Friday 6/12 10 a.m.-1 p.m.

Drawing Workshop: Ink Still Life
Draw from observation using ink (nibs and/or ballpoint and fountain pens) and learn hatching and cross-hatching techniques. We will continue to work from still life objects.

Course: ADS461 CRN#: 46064
Friday 6/19 10 a.m.-1 p.m.

Drawing Workshop: Watercolor Pencil & Graphite Still Life
Learn basic drawing techniques combining the use of watercolor pencils and graphite. We will continue our exploration of still life this week.

Course: ADS463 CRN#: 46067
Friday 6/26 10 a.m.-1 p.m.

Drawing Workshop: Pastel Still Life
Learn to use pastels as a color drawing tool. Explore marking, color blending, and shading techniques. This week, we continue our investigation of depicting still life.

Course: ADS472 CRN#: 15807
Friday 7/10 10 a.m.-1 p.m.

Drawing Workshop: Hands in Charcoal & Conté
Learn to draw hands, one of the most difficult parts of the body to depict! Continue exploring the use of charcoal and Conte crayons as drawing tools.

Course: ADS473 CRN#: 15808
Friday 7/17 10 a.m.-1 p.m.

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

Course: ADS470 CRN#: 15803
Friday 7/24 10 a.m.-1 p.m.

Drawing Workshop: Portraiture in Multiple Media
Discover or revisit the tools and techniques for drawing portraits. We will continue exploring the use of pencil and graphite, color pencil, watercolor, wet techniques, and pastel. This week, we will create portraits based on the photograph of a child, so please bring a photo.

Course: ADS471 CRN#: 15805
Friday 7/31 10 a.m.-1 p.m.

Drawing Workshop: Narrative Portraiture in Graphite
Learn to tell a story with your drawings. We will depict a person in a symbolic space in order to reveal more about them. Explore the use of pencils and graphite sticks as a drawing medium.

Course: ADS475 CRN#: 15809
Friday 8/7 10 a.m.-1 p.m.

TAKOMA PARK/SILVER SPRING CAMPUS

Drawing Workshop: Drawing Basics
Learn basic drawing techniques using pencil, graphite, and tortillons. You will focus on drawing from a still life. This workshop is geared toward optimizing use of materials.

Course: ADS460 CRN#: 46063
Saturday 5/30 1-4 p.m.

Drawing Workshop: Ink Still Life
Draw from observation using ink (nibs and/or ballpoint and fountain pens) and learn hatching and cross-hatching techniques. We will continue to work from still life objects.

Course: ADS461 CRN#: 46064
Saturday 6/6 1-4 p.m.

Drawing Workshop: Landscape
Learn to depict a landscape. We will continue exploring the use of charcoal and Conte crayons as drawing tools.

Course: ADS462 CRN#: 46065
Saturday 6/13 1-4 p.m.

Drawing Workshop: Colored Pencil Landscape
Explore the use of colored pencils, including blending techniques. We will draw from landscape photographs this week, so please bring one.

Course: ADS462 CRN#: 46066
Saturday 6/13 1-4 p.m.
Film & Video Arts

Introduction to Film

Get a basic introduction to the study of narrative film. Analysis of film structure and content will be developed. Basic film technique and language are examined. View and discuss examples of historic and contemporary film at the American Film Institute and in class. TWA

Course: FLM001 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20

Rockville Campus
CRN#: 15836 19 Sessions M T W R
5/26-6/25 1:30-3:30 p.m.

SmartPhone Video Production

Produce, edit, and share your video stories with your smartphone! Learn to maximize your smartphone’s recording and editing abilities. Topics include framing and filming interview subjects, basic storytelling techniques, editing, and sharing your videos on social media platforms. TWA

Course: ADS424 12.5 Hours
$95 + $70 fee = $165; NMR add $120

Germantown Campus
CRN#: 46058 5 Sessions T
5/21 6-9 p.m.

Video Editing

An introduction to the equipment and procedures used to manipulate video and audio using professional nonlinear editing software. Hands-on projects allow students to create, mix, and edit video, animations, images, and sounds into presentations suitable for visual arts, educational, and corporate use. TWA

Course: ART054 62.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20

Rockville Campus
CRN#: 46082 15 Sessions T R
5/28-7/16 6-10:45 p.m.

Graphic Design and Digital Arts

Free Mac OSX Crash Course

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

Course: ADS430 3 Hours
$0 + $0 fee = $0; NMR add $0

Rockville Campus
CRN#: 46059 1 Session W
5/26-6/23 5:30-8 p.m.

Takoma Park/Silver Spring Campus
CRN#: 46061 1 Session W
5/26-6/23 5:30-8 p.m.

A summer of workshops

Out of town a lot? Satisfy your artistic side with one-day workshops!

The Art of Looking, page 9
Cartooning workshops, page 11
Chinese Calligraphy, page 11
Chinese Po-Mo Painting, page 15
Copyright, Fair Use, and Creative Commons, page 9
Drawing workshop series, page 12
Free Mac OSX Crash Course, page 13
Voice-Over workshop, page 55

Voice-Over workshop, page 55
Introduction to Graphic Design Software
Wondering how technology can be used as a tool for making art? Using Adobe CC, explore the professional photo, drawing, and layout programs Adobe Illustrator, Photoshop, and InDesign. Learn fundamental 2D design skills and investigate how to use these professional programs to meet your creative needs. No prior knowledge of computer applications is required to take this course. TWA

Course: ADS319 25 Hours
$185 + $125 fee = $310; NMR add $160

Rockville Campus
CRN#: 15773 10 Sessions M
6/1-8/10 3-5:30 p.m.
No class 6/29

Takoma Park/Silver Spring Campus
CRN#: 15772 10 Sessions S
5/30-8/8 9:30 a.m.-12 p.m.
No class 7/4

Photoshop I
Learn the basic tools of Adobe Photoshop and how to creatively enhance or alter scanned or digital camera images for use in original artwork, graphic design, and web media. Topics include the tool palette, menus, layers, filters and special effects, color palettes, photo color correction, composing photos with text, and file formats. With these tools, you will create effective composition in your images. Prerequisite: Experience using a Mac; can be fulfilled through ADS430 Free Mac OSX Crash Course or ADS319 Intro to Graphic Design Software. TWA

Course: ADS198 25 Hours
$185 + $125 fee = $310; NMR add $160

Rockville Campus
CRN#: 15765 10 Sessions M
6/1-8/10 7-9:30 p.m.
No class 6/29

Takoma Park/Silver Spring Campus
CRN#: 15766 8 Sessions W
6/17-8/12 6:30-9:30 p.m.
No class 7/1

Photoshop II
Continue your exploration of Adobe Photoshop CC with a focus on the development of intriguing visual solutions to real-world creative projects. Investigate creative photo techniques, layer and text management, digital photography, transferring electronic media to print, preparation of web images, and image archiving and management. Prerequisite: ADS198 Photoshop I or equivalent experience. TWA

Course: ADS199 25 Hours
$185 + $125 fee = $310; NMR add $160

Takoma Park/Silver Spring Campus
CRN#: 15767 8 Sessions T
6/16-8/11 6:30-9:30 p.m.
No class 6/30

Aqueous Media and Collage
Learn to create collages using aqueous media (watercolor) as a unifying tool. Students will conceptually 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
$190 + $120 fee = $310; NMR add $160

Germantown Campus
CRN#: 15785 10 Sessions F
5/26-8/4 7-9:30 p.m.
No class 7/1

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

Course: ADS401 25 Hours
$185 + $125 fee = $310; NMR add $160

Takoma Park/Silver Spring Campus
CRN#: 15786 10 Sessions M
6/1-8/10 10 a.m.-12:30 p.m.
No class 6/29

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

Course: ADS401 25 Hours
$185 + $125 fee = $310; NMR add $160

Takoma Park/Silver Spring Campus
CRN#: 15785 10 Sessions F
5/26-8/4 7-9:30 p.m.
No class 7/1

Supply lists will be provided the first day of class unless otherwise noted in the course description. Bookstores on all campuses carry most of the art supplies you will need.
Painting I Co-L
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
Takoma Park/Silver Spring Campus
CRN#: 46050  19 Sessions  M T W R
5/26-6/25  9 a.m.-1 p.m.

Painting Workshop: Chinese Po-Mo Painting
Po-Mo painting is a freestyle Chinese painting technique. Play with colors and learn Po-Mo techniques, which involve working wet-on-wet with watercolor and ink. You will create two paintings by the end of class. Open to all levels. Tuition includes all supplies to complete two paintings. TWA
Course: ADS350  25 Hours
$190 + $120 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 15794  1 Session  S
6/1-6/23  6:30-9:30 p.m.

Painting: Beginning Watercolor
Learn the basic tools and techniques of watercolor painting in this introductory class. Emphasis on how to utilize color in creating an effective composition. Demonstration, discussion, and critiques will augment studio work. Bring tubes of red, blue, and yellow watercolor paint, a one-inch flat watercolor brush, and a jar for water to the first class. Subject matter includes still life, landscape, and portrait painting. TWA
Course: ADS350  25 Hours
$190 + $120 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 15776  10 Sessions  S
5/30-6/27  10 a.m.-2:48 p.m.

Painting: Intermediate Watercolor
Learn watercolor painting as a process that begins with design, composition, and thoughtful color selection, and ends with a series of finished paintings that reveal personal stylistic expression. You will select subject matter of individual interest and develop personal style through the process of creative expression. Bring to the first class: 1 full sheet (22 x 30) of 140 lb or 300 lb cold pressed watercolor paper; scraps of paper for sampling color; a palette; tubes of watercolor paint; brushes; and a container for water. Prerequisite: ADS350 Beginning Watercolor or equivalent experience. TWA
Course: ADS349  25 Hours
$190 + $120 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 15774  10 Sessions  M
6/1-8/10  1-3:30 p.m.
No class 6/29

Photography
Digital Photography
A practical, hands-on introduction to the fundamental technical and aesthetic principles of digital photography. The class includes demonstrations, lectures, group critiques, and discussion. Learn DSLR (digital single lens reflex) and mirrorless interchangeable lens camera operation, shot composition, and digital retouching and manipulation. Required equipment: a DSLR or mirrorless interchangeable lens camera with at least 7.0 megapixel resolution, memory card, and flash drive. TWA
Course: ADS318  15 Hours
$150 + $100 fee = $250; NMR add $140
Rockville Campus
CRN#: 15768  5 Sessions  W
7/8-7/14  9:30 a.m.-12:30 p.m.

Woodcut Printing for Fabric & Paper
Create a woodcut and learn to print it on paper and t-shirts! Woodcut is the earliest of all printing methods. Explore the process of woodblock printing from design, through carving, to inking and printing. Complete a small edition of black and white prints and printed t-shirt by the end of the class. Students of all levels welcome, but be prepared for a physical challenge. TWA
Course: ADS467  24 Hours
$185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 15800  5 Sessions  S
5/30-6/27  10 a.m.-2:48 p.m.

Printmaking
Woodcut Printing for Fabric & Paper
Create a woodcut and learn to print it on paper and t-shirts! Woodcut is the earliest of all printing methods. Explore the process of woodblock printing from design, through carving, to inking and printing. Complete a small edition of black and white prints and printed t-shirt by the end of the class. Students of all levels welcome, but be prepared for a physical challenge. TWA
Course: ADS467  24 Hours
$185 + $125 fee = $310; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 15800  5 Sessions  S
5/30-6/27  10 a.m.-2:48 p.m.

Take our 5-session Woodcut Printing for Fabric & Paper, and learn to create your own t-shirt!
Woodcut: Global Printmaking  
An exploration of the nature of clay, glazes, and firing via hand-built pottery, various decorative processes, and a general survey of ceramic art forms. Wheel-thrown pottery techniques are introduced. Design and craftsmanship are emphasized. TWA

Course: ART029  75 Hours
$396 + $126.20 fee = $522.20; NMR add $871.20
Takoma Park/Silver Spring Campus
CRN#: 15816  20 Sessions  M T W R
7/6-8/6  1:15-5 p.m.

Sculpture & Ceramics

Ceramics |  Co-L
An exploration of the nature of clay, glazes, and firing via hand-built pottery, various decorative processes, and a general survey of ceramic art forms. Wheel-thrown pottery techniques are introduced. Design and craftsmanship are emphasized. TWA

Course: ART029  75 Hours
$396 + $126.20 fee = $522.20; NMR add $871.20
Takoma Park/Silver Spring Campus
CRN#: 15815  20 Sessions  M T W R
7/6-8/6  6-10 p.m.

Welding for Fine Arts: Intro  NEW

Discover the power of metal fabrication! Learn the basics of steel fabrication, including cutting, bending, tack welding, brazing, and creating load-bearing welded seams. Explore finishing techniques that leave your welds and metal looking clean and professional. Leave class with your own original steel sculpture created using a MIG welder. TWA

Course: ADS498  15 Hours
$120 + $75 fee = $195; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 46045  5 Sessions  W
5/27-6/24  6:30-9:30 p.m.

Building and Construction

Advanced Framing and Exterior Finishing  Co-L
An advanced carpentry course emphasizing framing and exterior finishing of residential buildings. Topics include rafter layout and roof framing, stair calculations and installation, steel framing, exterior door and window installation, and roofing and siding materials and installation. Students are expected to have completed Fundamentals of Carpentry or have equivalent knowledge and experience. TWA

Course: TTG480  75 Hours
$528 + $181.60 fee = $709.60; NMR add $1161.60
Rockville Campus
CRN#: 46406  20 Sessions  T W R
5/26-7/8  5:30-9:25 p.m.

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
$396 + $126.20 fee = $522.20; NMR add $871.20
Rockville Campus
CRN#: 46404  14 Sessions  T R
5/26-7/9  9 a.m.-12:05 p.m.

Residential Electrical Wiring  Co-L
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: TTG493  50 Hours
$396 + $126.20 fee = $522.20; NMR add $871.20
Rockville Campus
CRN#: 46411  15 Sessions  T W R
5/26-6/25  5:30-9:10 p.m.

Basic Repair Series

Basic Repair: Deck Design and Construction

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

Course: TTG055  12 Hours
**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.

---

**American Sign Language—Introduction**

Learn to easily communicate with people who cannot hear. American Sign Language (ASL) is an experience, and arguably the most beautiful language in the world. Why should you learn American Sign Language? ASL is a system of nonverbal communication used in the deaf and hearing-impaired community. You will use palm orientations, hand shapes, body language, and facial expressions to communicate thoughts and ideas. You will learn commonly used words and phrases, the alphabet, numbers, dates, holidays, and calendar events.

**Course:** SPP254 15 Hours
$160 + $69 fee = $229; NMR add $140
**Rockville Campus**
CRN#: 16043 10 Sessions T R
6/30-7/30 10:30 a.m.-12 p.m.

---

**Computer Programming and Animation—Introduction**

Let creativity and storytelling drive your learning in a drag and drop coding (computer programming) environment. You will learn the basics of computer science and create 3D animation stories and games. You will develop an understanding of computer programming languages such as Kodable, Scratch, Tynker, Alice and more!

**Course:** SPP502 15 Hours
$160 + $69 fee = $229; NMR add $140
**Rockville Campus**
CRN#: 15951 10 Sessions T R
6/16-7/16 6:15-7:45 p.m.

---

**Crafts for Charities**

You will learn about helping others by researching charities of your interest. You will participate in a craft that will be donated to a charity. Examples are: Color a Smile—color pictures for people in need of a smile, such as senior citizens and our troops overseas; make no-sew fleece blankets for homeless shelters and/or animal shelters; make dog and cat toys for animal shelters; make homemade stationary and bookmarks for nursing home residents. Let’s make a difference!

**Course:** SPP455 15 Hours
$160 + $69 fee = $229; NMR add $140
**Rockville Campus**
CRN#: 15931 10 Sessions M W
6/29-7/29 10:30 a.m.-12 p.m.
Crafts on the Beach
Do you know how to have fun while on vacation? Have you ever crafted a silhouette painting of the ocean? Created a beach mural, built a seagull mobile, or made a beach umbrella and chair using card stock? Join this crafty creative class as we learn new art and craft skills, and develop techniques and ways to express your creativity for crafty projects. Bring your colored markers, scissors, and glue to class.

Course: SPP389 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15923 10 Sessions M
6/15-8/17 12:30-2 p.m.

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

Course: SPP499 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15944 10 Sessions W
6/17-8/19 10-11:30 a.m.

Discovering the 20’s: 1920's, 1920's and 2020!
You will explore the history of the 1920's, 1920's and 2020. Photography, rail transport and the textile industry developed and grew in the 1920's. In the 1920's autos, radio and refrigerators changed people’s lives while computers and the Internet keep changing our lives today. Music, culture, literature and technology are some of the topics that will be compared.

Course: SPP496 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15938 10 Sessions T R
6/30-7/30 1-2:30 p.m.

Drawing Characters from Pop Culture
If you love to draw and love Pop Culture, this is the class for you! Each week you will draw characters from popular movies, T.V. shows and video games. You will learn different techniques to improve eye-hand coordination, as well as hand strength. This will improve your overall drawing ability. You will draw characters from Star Wars and Guardians of the Galaxy. You will draw super heroes, Disney Heroes, Pokemon and Mario. You will also create your own fantasy chibis. This will be a fun and challenging class. Grab that pencil and come join us! Bring to class: pencils, erasers, a sketchbook and colored pencils.

Course: SPP454 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15930 10 Sessions M
6/15-8/17 12:30-2 p.m.

Encore: Celebrate Pop Music! NEW
Travel to the past with us and explore our Jukebox time machine! You will perform some of the greatest pop hits of all time. You will sing and dance to hits like: Split Splash, Vogue, Dancing Queen and Don't Stop Believing. This is a musical reader’s theater class. Everyone participates. You will read music, learn the history of the songs, dance and create costumes. Join us as we strengthen our reading and social skills!

Course: SPP328 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15913 10 Sessions T
6/16-8/18 10-11:30 a.m.

Exploring Our World and it’s Eco System NEW
You will take an educational tour of our planet and explore the eco systems large and small. You will explore and research reefs, desserts, rain forests and a single drop of water. Through art, maps and worksheets you will learn how our wondrous planet works. You will learn about it’s diverse eco systems and their inhabitants and how they are important to biodiversity. You will also learn about ecology and the human impact on planet earth.

Course: SPP498 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15941 10 Sessions M
6/15-8/17 10-11:30 a.m.

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

Course: SPP263 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 16044 10 Sessions T
6/16-8/18 7-8:45 p.m.

International Cooking—Introduction
Put on your apron and gather your taste buds as we learn about ethnic foods! In this class you will learn basic cooking skills, including the safe use of basic cooking utensils and instruments. You will learn how to read and follow recipes to make a different international food item each week. You will prepare the meals and sample the food from various international countries. You will also learn nutritional guidelines and proper food handling.

Course: SPP336 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 16138 10 Sessions R
6/18-8/20 10 a.m.-11:30 p.m.

CHALLENGE PROGRAM

Students
If you need support services due to a disability, please contact
Ms. Natalie Martinez at least six weeks prior to the start of class to arrange for accommodations and/or assistive technology.
Natalie Martinez: 240-567-4118
E-mail: natalie.martinez@montgomerycollege.edu
If this procedure is not followed, services may be delayed.
Journaling Through Art: Let’s Celebrate You!  NEW
A journal is a daily record of your life. You will use words, drawing, collage and mementos about yourself to create amazing journals. From assigned writing prompts, art supplies and crafts, you will take a new approach to filling the pages of your journal. You will create a visual map of a day in your life to turning random splotches into quirky characters for a story. You will take a blank book and turn it into the amazing story of you!

Course: SPP500 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15946 10 Sessions  R
6/17-8/19 10:30 a.m.-12 p.m.

Let’s Shake, Rattle and Roll  NEW
Have you ever wondered how to dance like Elvis Presley, Mick Jagger or Janet Jackson? Join us as we shake, rattle and roll to songs such as Rock Around the Clock, Saturday Night Fever, and Rhythm of the Night. You will learn the history of music, important facts and trivia about Rock and Roll. Put on your dancing shoes and join us as we learn about Rock and Roll!

Course: SPP497 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15940 10 Sessions  M W
6/16-8/20 12:30-2 p.m.

Math in the Real World
Math is used every day! Did you know that minor home improvement projects are loaded with tons of measuring lengths, widths, and how much lumber you will need to complete your project? Grocery shopping is a weekly task that incorporates math; calculating prices while you shop, making sure you have the correct amount of money, and using coupons. Did you know that food items are not taxable? Baking requires math skills; when you bake a pie, cake or cupcakes, you will be using math by measuring ingredients correctly. In this class you will learn the value of time, 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#: 16139 10 Sessions  R
6/18-8/20 5:15-6:45 p.m.

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

Course: SPP428 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15828 10 Sessions  T
6/16-8/18 5:15-6:45 p.m.

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

Course: SPP481 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15932 10 Sessions  W
6/17-8/19 10:30 a.m.-12 p.m.

Reading for Fun and Facts: Stone Fox
Join us for a novel adventure with Stone Fox about an exciting husky dog race in Alaska with a young boy who is trying to save his grandfather. You will learn new vocabulary words, pronunciation of new words, reading comprehension, discussion of the theme, characters and humor. Learn and expand your vocabulary, understand the theme, plot and setting. Join us for plenty of discussion, reading comprehension exercises and group exercises. Book provided.

Course: SPP292 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15911 10 Sessions  T R
7/7-8/6 10:45 a.m.-12:15 p.m.

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

For information, contact Karla Nabors at 240-567-1660 or karla.nabors@montgomerycollege.edu
Sculpting with Clay and Paper Mache
Heres the class you have been asking for! Each week you will create an amazing piece of art work. You will sculpt a pinch pot, a paper mache animal, featured birds and delicate paper mache lanterns. You will learn about the famous sculptures of Van Goghs giant horse.

Course: SPP487 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15934 10 Sessions  W
6/17-8/19 12:30-2 p.m.

Sports and Games You Grew Up With
Do you remember playing hop scotch, steal the bacon, flag football and kickball? In this class, you will develop endurance, flexibility and muscle, while participating in the games and sports you enjoy! Bring your sneakers, a water bottle, and be prepared to have a blast from the past!

Course: SPP492 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15936 10 Sessions  R
6/18-8/20 7-8:45 p.m.

The History of Music in the United States NEW
Music History of the United States includes many styles of folk, popular and classical music. Did you know that some of the best known genres of American music are blues, rock and roll and country? Did you know the history of music began with the native Americans, the first people to populate North America? The music of these people was highly varied in form, and religious based. You will participate in groups using stringed instruments, drums and vocals. Come join us as we explore, research and listen to the United States music!

Course: SPP501 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 46211 10 Sessions  M T W
6/8-6/29 9-10:30 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#: 16045 10 Sessions  M
6/16-7/16 4:30-6 p.m.

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

Course: SPP284 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 16090 10 Sessions  T R
6/16-8/19 12:30-2 p.m.

Zumba—Introduction
Everyone, lace up your sneakers and lets 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 90s. 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#: 46254 10 Sessions  M F
6/8-7/13 10-11:30 a.m.
No class 7/3

Write Your Own Book
Have you ever wanted to learn how to publish a book? Join us as we learn the elements of a story. Learn the plot, setting, characters, illustrations, and publications. Learn rising action, falling action, climax, and resolution. Learn to develop a story around a main character and learn to map out the plot of books and movies. You will learn creative writing skills such as, first person, second person, and omniscient narrative, more amazing adjectives, vivacious verbs, and writing dialogue. Develop writing skills, sentence skills, punctuation, vocabulary building skills and much more!

Course: SPP390 15 Hours
$160 + $69 fee = $229; NMR add $140
Rockville Campus
CRN#: 15992 9 Sessions  S
6/27-8/29 9 a.m.-3 p.m.

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

Course: TTTG516 45 Hours
$465 + $127 fee = $592; NMR add $250
Rockville Campus
CRN#: 15992 9 Sessions  S
6/27-8/29 9 a.m.-3 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.
**Computer Technology / ITI**

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

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

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

Software: Microsoft Office courses use Windows 10 platform and MS Office 2019 unless otherwise specified. QuickBooks software is version 2018.

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

More Information: Please visit: www.montgomerycollege.edu/iti/.

---

**Recommended ITI Course Sequence**

**Not sure where to start?**

**We have made it easy for you!**

**Start here!**

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

---

**Computer Basics**

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

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

---

**Administrative Office Support and Microsoft Applications**

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

- Microsoft Word and Excel Foundation Series
- Or the following individual courses:
  - MS Word—Introduction, Intermediate, and Advanced
  - MS Excel—Levels I, II, & III
  - MS Access—Levels I, II, & III
  - PowerPoint—Introduction
  - MS Outlook

---

**Business Applications**

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

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

---

**Cloud Technologies**

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

- AWS: Amazon Web Services I, II, & III
- AWS Amazon Web Services DevOps—Intro.
- Microsoft Azure Introduction
- Mastering DevOps with Docker

---

**Computer Aided Design**

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

- Computer Aided Design (CAD) I
- Computer Aided Design (CAD) II: 3D Drawings
- Revit

---

**Cybersecurity**

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

**Core Courses**

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

**Electives**

- Cisco CCNA Complete
- Cisco CCNA Complete Lab
- Or Computer Support Specialist—Microsoft 365 Certified
- Windows Server 2016 Certification

**Digital Forensics Track**

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

---

**Data Analysis**

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

- Data 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
- Automated Tools for Data Science
Computer Technology/ITI

Database Administration

Database administrators (DBAs) use specialized software to store and organize data, and make it available for users. According to the U.S. Bureau of Labor and Statistics, employment of database administrators is projected to grow 15 percent from 2012 to 2022. The courses below prepare you to become a certified Oracle Database Administrator:

- Oracle 12c: Intro to SQL
- Oracle 12c: Database Administrator Certified Associate
- MS SQL Server Administration I and II

Digital Graphics

- Step by Step Guide to Self-Publish with Amazon

Linux

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

Mobile Development

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

Networking

- Networking Fundamentals
- Network+ Certification Training and Exam Prep
- Security+ Certification Training and Exam Prep
- ITI Networking Academy
- Cisco CCNA Complete and CCNA Lab
- Computer Support Specialist—Microsoft 365 Certified
- Windows Server 2016 Certification

Programming

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

Java Track

- Programming Fundamentals
- Java Programming
- Java: Web Development Bootcamp

Python Track

- Programming Fundamentals
- Python Programming—Levels I, II

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 & Google+
  - Module III: Twitter & Periscope
- 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
- Responsive Web Design
- Front-End Web Development Capstone Portfolio

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.

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. Required: Textbooks/course materials must be purchased and brought to first class. TWA

Course: CMP860 18 Hours
$99 + $177 fee = $276; NMR add $140

Rockville Campus
CRN#: 15819 6 Sessions T R 7/7-7/23 9:30 a.m.-12:30 p.m.

MS Excel—Level I

Excel Level I covers Excel program fundamentals; how to create and workbook using formulas and functions; entering, copying and moving data in a worksheet; how to format and manipulate Excel data. The course also covers how to create charts, output data, share, and print worksheets; how to use and setup workbook and worksheet options and properties. Prerequisites: Computer Basics and Working with Windows or File Management Skills or equivalent experience. Required: Textbooks/course materials must be purchased and brought to first class. TWA

Course: ITI080 12 Hours
$99 + $163 fee = $262; NMR add $140

Gaithersburg Business Training Center
CRN#: 46109 2 Sessions T R 6/23-6/25 9:30 a.m.-3:30 p.m.

Rockville Campus
CRN#: 46108 6 Sessions M W 6/8-6/17 6:30-9:30 p.m.

Takoma Park/Silver Spring Campus
CRN#: 15835 4 Sessions T R 7/14-7/23 6:30-9:30 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. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: ITI1091 12 Hours
$85 + $163 fee = $248; NMR add $163
Gaithersburg Business Training Center
CRN#: 16035 2 Sessions T R
7/7-7/9 9:30 a.m.-3:30 p.m.
Rockville Campus
CRN#: 46110 4 Sessions M W
6/22-7/8 6:30-9:30 p.m.
No class 6/29, 7/1
Takoma Park/Silver Spring Campus
CRN#: 15838 4 Sessions T R
7/28-8/6 6:30-9:30 p.m.

MS Excel—Level III
Excel 2019 Level III builds on the concepts and skills of our Level I and Level II. Learn the advanced functions of Excel 2019. Learn tables, financial functions, what-if analyses, PivotTables and PivotCharts, workbook protection, collaboration, and more. TEXTBOOK REQUIRED. This course follows the curriculum for the Microsoft Office Specialist (MOS). For comprehensive certification training, students should complete Levels I, II, III. For more information about MOS please visit this link: https://www.microsoft.com/en-us/learning/certification-overview-mos.aspx. Prerequisites: MS Excel-Level II or equivalent experience. TWA
Course: ITI105 12 Hours
$85 + $163 fee = $248; NMR add $140
Gaithersburg Business Training Center
CRN#: 15851 2 Sessions T R
7/14-7/16 9:30 a.m.-3:30 p.m.
Rockville Campus
CRN#: 15850 4 Sessions M W
7/13-7/22 6:30-9:30 p.m.
Takoma Park/Silver Spring Campus
CRN#: 15852 4 Sessions T R
8/11-8/20 6:30-9:30 p.m.

MS Outlook
Learn to create e-mail accounts, manage e-mail messages, and track contacts and distribution lists in MS Outlook 2019. Learn how to create appointments and events, keep yourself organized, and how to personalize your inbox. Prerequisites: Computer Basics and Introduction to Keyboarding or equivalent experience. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: CMP227 8 Hours
$69 + $117 fee = $186; NMR add $120
Gaithersburg Business Training Center
CRN#: 46093 2 Sessions W F
6/24-6/26 9:30 a.m.-1:30 p.m.

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#: 46092 1 Session S
6/27 9 a.m.-2 p.m.

Introduction to Keyboarding
Learn correct keyboarding techniques and improve your typing speed. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: ITI323 18 Hours
$100 + $191 fee = $291; NMR add $140
Rockville Campus
CRN#: 46036 6 Sessions T R
6/9-6/25 9:30 a.m.-12:30 p.m.

Introduction to Keyboarding
Learn correct keyboarding techniques and improve your typing speed. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: ITI422 12 Hours
$69 + $117 fee = $186; NMR add $120
Rockville Campus
CRN#: 46138 4 Sessions M W
6/5-6/24 9:30 a.m.-12:30 p.m.

File Management Skills
Learn basic computer operations and how to use web browsers. Prerequisite: Keyboarding skills. Introduction to Keyboarding can be taken concurrently with Computer Basics. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: CMP226 5 Hours
$42 + $76 fee = $118; NMR add $120
Gaithersburg Business Training Center
CRN#: 46091 1 Session F
6/5 9 a.m.-2 p.m.
Rockville Campus
CRN#: 46090 1 Session F
6/12 9 a.m.-2 p.m.
Takoma Park/Silver Spring Campus
CRN#: 46092 1 Session S
6/27 9 a.m.-2 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.
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#: 46116 2 Sessions T R 6/16-6/18 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. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: CMP073 8 Hours $35 + $115 fee = $150; NMR add $120
Gaithersburg Business Training Center
CRN#: 46085 2 Sessions T R 6/9-6/11 9 a.m.-1 p.m.

Business Applications

Creating Your Personal and Small Business Web Sites
Are you interested in creating a personal or business website on your own without having to spend a lot of money for software or professional help? In this introductory course you will learn how to design web pages using HTML and free web authoring tools. Topics will include every phase of the web design process: planning, designing, and implementing. You will also learn about choosing the right Internet Service Provider (ISP), creating web accounts, and uploading web pages using ftp. Prerequisite: Working with Windows or File Management Skills or equivalent experience. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: CMP868 15 Hours $99 + $191 fee = $290; NMR add $140

Takoma Park/Silver Spring Campus
CRN#: 46096 4 Sessions S 5/30-6/20 9 a.m.-12:45 p.m.

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. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: CMP080 12 Hours $99 + $198 fee = $297; NMR add $140

Rockville Campus
CRN#: 15817 4 Sessions M W 7/6-7/15 9:30 a.m.-12:30 p.m.

Takoma Park/Silver Spring Campus
CRN#: 46086 4 Sessions M W 6/8-6/17 6:30-9:30 p.m.

Quickbooks—Level II
Expand your QuickBooks knowledge! Learn how to customize forms, use other QuickBooks accounts, set up accounts to track inventory and track and pay sales tax, do payroll, estimate time and job costs, write letters, and other day to day transactions. Prerequisites: QuickBooks—Level I, keyboarding skills, and some accounting knowledge or equivalent knowledge. CPA/CPE accredited. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: CMP084 12 Hours $99 + $181 fee = $280; NMR add $140

Rockville Campus
CRN#: 15818 4 Sessions M W 7/20-7/29 9:30 a.m.-12:30 p.m.

Takoma Park/Silver Spring Campus
CRN#: 46087 4 Sessions M W 6/22-7/8 6:30-9:30 p.m.
No class 6/29, 7/1

QuickBooks—Level III
This course is a step-by-step overview of the payroll processing cycle using QuickBooks. You will learn how to reconcile and record journal entries using Excel and QuickBooks software. In addition to reviewing basic project management payroll and expenses cost accounting concepts, the topics included in the four sessions will feature how to handle manual check disbursement, reconciling payroll bank accounts, and generating Federal and state payroll reports. This course is designed for business owners handling their own payroll process, students seeking employment in payroll accounting, and who need to prepare for the Certified Public Bookkeeper Examination. Prerequisites: Basic accounting knowledge, MS Excel-Levels I and II, and QuickBooks-Levels I and II, or equivalent experience. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: ITI175 12 Hours $99 + $191 fee = $290; NMR add $140

Rockville Campus
CRN#: 46111 4 Sessions M W 8/3-8/12 9:30 a.m.-12:30 p.m.
Cloud Computing

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.
Course: ITI277 100 Hours
100 Hours
$519 + $1,384 fee = $1,903; NMR add $800
Gaithersburg Business Training Center
CRN#: 15847 25 Sessions T R S
5/12-7/23 5:45-9:45 p.m. (T R) 9 a.m.-1 p.m. (S-5/16-6/13)
No class 6/30, 7/2, 7/4

Computer Support Specialist—MCSE 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.
Course: CMP212 12 Hours
12 Hours
$99 + $191 fee = $290; NMR add $140
Gaithersburg Business Training Center
CRN#: 46088 4 Sessions T R
6/9-6/18 6:30-9:30 p.m.

Linux/Unix—Level I
Linux, an open source implementation of UNIX, is a multi-user, multi-tasking operating system that powers much of the Internet, including services such as DNS, e-mail, and the World Wide Web. Discover the fundamentals of Linux and learn the essentials of the file system, command line interface, and basic utilities. By the end of the course, you will be able to manage an account and be functional and productive on UNIX-based operating systems. This is a hands-on course using the popular Ubuntu (ubuntu.com) Linux distribution. Prerequisites: Keyboarding skills and some knowledge of operating systems. Required: Textbooks/course materials must be purchased and brought to first class.
Course: CMP213 12 Hours
12 Hours
$99 + $191 fee = $290; NMR add $140
Gaithersburg Business Training Center
CRN#: 46089 4 Sessions T R
6/23-7/9 6:30-9:30 p.m.

Linux/Unix—Level II
This intermediate course in the Linux/UNIX operating system provides the tools you need to work more efficiently in a Linux/UNIX environment. You will also be introduced to shell scripts, networking, graphical user interfaces using X-Windows, and advanced utilities. This is a hands-on course using the popular Ubuntu (ubuntu.com) Linux distribution. Prerequisite: Linux/Unix—Level I or equivalent experience.
Required: Textbooks/course materials must be purchased and brought to first class.
Course: CMP212 12 Hours
12 Hours
$99 + $191 fee = $290; NMR add $140
Gaithersburg Business Training Center
CRN#: 46088 4 Sessions T R
6/9-6/18 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 be also registered for ITI277. TWA
Course: ITI300 40 Hours
40 Hours
$15 + $55 fee = $70; NMR add $50
Gaithersburg Business Training Center
CRN#: 15849 8 Sessions M W
6/15-7/8 6:30-9:30 p.m.
No class 6/29, 7/1

Cisco CCNA Complete TIP
This accelerated class is designed to take you through all four courses of the Cisco Networking Academy CCNA Routing and Switching Program and prepare you for the Cisco Certified Network Associate (CCNA) certification. Achieving the CCNA certification will help you get hired and succeed in jobs related to networking computers and devices. Career pathways include: network technician, support engineer, network administrator, network designer, and network engineer. Montgomery College participates in the Cisco Networking Academy Program and has Cisco lab facilities that are second to none in the region. Cisco labs are required and are held on Saturdays. Students who register for this class must register also for the lab sessions, course ITI300. This is an exciting, challenging and rewarding course. For more information: http://cms.montgomerycollege.edu/it/
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. Estimate price for materials $130. TWA
Course: ITI241 42 Hours $199 + $405 fee = $604; NMR add $300
Gaithersburg Business Training Center CRN#: 15842 14 Sessions M W 6/22-8/12 6:30-9:30 p.m.
No class 6/29, 7/1

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. Required: Textbooks/course materials must be purchased and brought to first class.
Course: ITI421 18 Hours $65 + $139 fee = $204; NMR add $140
Gaithersburg Business Training Center CRN#: 46137 6 Sessions M W 6/1-6/17 6:30-9:30 p.m.

Computer-Aided Design
AutoCAD 3D Drawing and Modeling
Create dynamic graphics and effects, visualize designs, and develop concept variations with AutoCAD 3D 2018. This course provides a thorough grounding in the fundamentals of 3D and explores the main features of the advanced 3D modeling workspace in the AutoCAD software. Prerequisites: Computer Aided Design (CAD)1 or equivalent experience. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: ITI213 15 Hours $85 + $176 fee = $261; NMR add $140
Rockville Campus CRN#: 15840 5 Sessions T R 7/21-8/4 6:30-9:30 p.m.

Computer Aided Design (CAD) I
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. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: CMP076 30 Hours $267 + $500 fee = $767; NMR add $350
Rockville Campus CRN#: 46321 10 Sessions T R 6/6-7/16 6:30-9:30 p.m.

Cybersecurity
Digital Forensics—Hands-On
Digital Forensics is a popular field with many opportunities for current and aspiring IT Professionals. In this advanced course on Digital Forensics, students will work on actual cases by investigating memory captures, network captures and system logs. The students will attempt to perform a complete forensic examination and ascertain what happened and what can be proved. This course is for students that are completing a digital forensics series or are already working in cybersecurity. Prerequisites: Digital Forensics—Introduction, or equivalent experience. TWA
Course: ITI382 18 Hours $99 + $190 fee = $289; NMR add $140
Gaithersburg Business Training Center CRN#: 46119 6 Sessions T R 6/9/6/25 6:30-9:30 p.m.

Digital Forensics—Introduction
Digital Forensics involves the investigation of computer-related crimes with the goal of obtaining evidence to be presented in court of law. In this course, you will learn the basic skills necessary to begin the study of digital forensics. You will also learn how to examine network, log and file system evidence for traces of incursion and attack. Prerequisites: Students should have a working knowledge of computer operations and architecture. TWA
Course: ITI381 6 Hours $45 + $80 fee = $125; NMR add $120
Gaithersburg Business Training Center CRN#: 46118 2 Sessions T R 6/2-6/4 6:30-9:30 p.m.

Security+ Certification Training and Exam Prep
The demand for IT professionals with security skills and knowledge has never been greater. And one of the most widely sought after certifications for those seeking to enter into 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. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: ITI240 40 Hours $199 + $405 fee = $604; NMR add $300
Rockville Campus CRN#: 15841 13 Sessions T R 6/23-8/11 6:30-9:35 p.m.
No class 6/30, 7/2
Data Analysis

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

Course: ITI339 15 Hours
$99 + $191 fee = $290; NMR add $140

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 an interest in and basic concern for how data science is used. This course helps prepare the student for the Tableau Desktop Specialist certification exam. Prerequisites: Computer Basics, Excel Level I or equivalent experience. Required: Textbooks/course materials must be purchased and brought to first class.

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

Gaithersburg Business Training Center
CRN#: 15870 10 Sessions T R
6/16-7/23 6:30-9:30 p.m.
No class 6/30, 7/2

Power BI—Introduction
In this data science course, you will learn the basic concept of Power BI with demos, quizzes, and hands-on labs. You’ll walk through Power BI, end to end, starting from how to connect to and import your data, author reports using Power BI Desktop, and publish those reports to the Power BI service. Plus, learn to create dashboards and share with business users on the web and on mobile devices. Required: Textbooks/course materials must be purchased and brought to first class.

Course: ITI403 12 Hours
$99 + $100 fee = $199; NMR add $120

Gaithersburg Business Training Center
CRN#: 46121 4 Sessions T R
6/23-7/9 6:30-9:30 p.m.
No class 6/30, 7/2

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

Course: ITI330 6 Hours
$45 + $80 fee = $125; NMR add $120

Rockville Campus
CRN#: 46114 2 Sessions T R
6/23-6/25 9:30 a.m.-12:30 p.m.

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. Required: Textbooks/course materials must be purchased and brought to first class.

Course: ITI402 12 Hours
$99 + $100 fee = $199; NMR add $120

Gaithersburg Business Training Center
CRN#: 46120 4 Sessions T R
6/9-6/18 6:30-9:30 p.m.

Visual Analytics BootCamp
This Visual Analytics Bootcamp takes the student from data novice to data expert in this 48-hour project-based course. You will learn and apply basic data analysis tools including data mining and visualization. Learn to clean, explore, and analyze data using Tableau. This bootcamp is designed to help you whether you are considering a career in data, work in a context where supervisors are looking to you for data insights, or you just have some burning questions you want to explore. No prior experience is required. This is a blended course, students will meet 40 hours for

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.
Databases

MS SQL Server Administration I
Microsoft's database server, is in widespread use by companies to develop and manage large enterprise databases. Learn how MSSQL Server 2016 uses and handles Structured Query Language (SQL), plus manage relational databases using MSSQL Server 2016 Management Studio (SSMS). This course will help those just starting out becoming a Database Administrator (DBA), or even those that have some knowledge, but looking for more skill level. Students will understand all the different functions, configurations, and create implementations plans using MSSQL 2016. Prerequisites: Working with Windows, File Management Skills or equivalent experience. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: ITI351 18 Hours
$99 + $219 fee = $318; NMR add $160
Gaithersburg Business Training Center
CRN#: 15855 4 Sessions T R 7/28-8/6 6:30-9:30 p.m.

Oracle Database 12c: Introduction to SQL
Introduction to SQL training will cover writing subqueries, combine multiple queries into a single query using SET operators and report aggregated data using group functions. This is a hands-on class and is the basis for all Oracle certifications. This introductory class prepares you for exam 1Z0-071, Oracle Database 12C: SQL Fundamentals and can upgrade Oracle database users of previous versions. TWA
Course: ITI352 12 Hours
$99 + $219 fee = $318; NMR add $160
Gaithersburg Business Training Center
CRN#: 15855 4 Sessions T R 7/28-8/6 6:30-9:30 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: ITI283 35 Hours
$100 + $399 fee = $499; NMR add $225
Gaithersburg Business Training Center
CRN#: 15848 10 Sessions M W 7/13-8/12 6-9:30 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, File Management Skills or equivalent experience. Required: Textbooks/course materials must be purchased and brought to first class. TWA

Course: CMP839 18 Hours
$99 + $205 fee = $304; NMR add $140
Roctxville Campus
CRN#: 46094 6 Sessions T R 6/2-6/18 9:30 a.m.-2:30 p.m.

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

Course: ITI336 15 Hours
$99 + $191 fee = $290; NMR add $140
Gaithersburg Business Training Center
CRN#: 15853 5 Sessions M W 7/13-7/27 6:30-9:30 p.m.

Salesforce®
Salesforce Fundamentals
This 2-day course will provide you with an understanding of what is possible with the Salesforce platform, its specific applications, and its 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#: 46139 2 Sessions S 6/13-6/20 9:30 a.m.-2:30 p.m.

Python Programming—Level II
This course will explore the object-oriented aspects of Python using Python 3.x. The course will also explore various IDEs (integrated development environments), unit testing, debugging, handling exceptions, installing packages, and accessing databases. Hands-on exercises will engage students with the training material. Prerequisites: Python Programming I or equivalent experience. Required: Textbooks/course materials must be purchased and brought to first class. TWA

Course: ITI336 15 Hours
$99 + $191 fee = $290; NMR add $140
Gaithersburg Business Training Center
CRN#: 46115 5 Sessions M W 6/15-7/6 6:30-9:30 p.m.

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

Course: ITI384 12 Hours
$95 + $125 fee = $220; NMR add $140
Gaithersburg Business Training Center
CRN#: 46414 2 Sessions T R 6/9-6/11 9 a.m.-3:30 p.m.

Build Your Social Media Marketing Plan Module II—Pinterest, YouTube & Google+
Learn how to take advantage of these social networks to engage your audience and grow your business. Increase your brand presences and drive traffic to your site using Pinterest as a marketing platform, and leverage the power of YouTube to establish and retain an audience. This class will use case studies and interactive exercises. All participants are expected to have active Pinterest, Google Plus, and YouTube accounts. Mobile devices with all apps previously installed must be brought to class. E-book required available on Amazon: www.amazon.com/500-Social-Media-Marketing-Tips-ebook/dp/B007L50HE6 Prerequisites: Introduction to Social Media Marketing or some experience with YouTube and Pinterest. TWA

Course: ITI385 12 Hours
$95 + $125 fee = $220; NMR add $140
Gaithersburg Business Training Center
CRN#: 46415 2 Sessions T R 6/16-6/18 9 a.m.-3:30 p.m.
Introduction to Social Media Marketing
Identify and explain social media platforms such as Facebook, Twitter, Instagram, Pinterest and how to use them for your benefit. Create and maintain accounts on various sites to share multimedia content, while understanding social media ethics, privacy and security issues. E-book required available on Amazon: www.amazon.com/500-Social-Media-Marketing-Tips-ebook/dp/B007L50HE6 TWA
Course: ITI383 6 Hours
$29 + $69 fee = $98; NMR add $50
Gaithersburg Business Training Center
CRN#: 46413 1 Session W 6/3 9 a.m.-3:30 p.m.

Web and Mobile Design and Development

HTML5 & 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 (APISs) will also be covered. Prerequisites: Working with Windows, File Management Skills or equivalent experience; familiarity with the internet and keyboarding skills. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: ITI413 24 Hours
$199 + $200 fee = $399; NMR add $160
Rockville Campus
CRN#: 15858 8 Sessions M W 6/29-7/22 6:30-9:30 p.m.

Responsive Web Design—RWD
Learn the foundational building blocks for designing and creating HTML5, mobile-first web sites optimized for modern computers, tablets, and mobile devices using Responsive Web Design (RWD) principles. Topics include: layout using fluid, proportion-based grids, and flexible images. You will also develop a RWD compliant website. Frameworks to be covered include: Bootstrap and w3.css. The Dreamweaver Integrated Development Environment (IDE) will be used to design and develop RWD compliant websites using the Bootstrap and w3.css frameworks. Prerequisites: HTML5, CSS3, JavaScript, and jQuery or equivalent experience. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: ITI414 12 Hours
$99 + $100 fee = $199; NMR add $120
Rockville Campus
CRN#: 15859 4 Sessions M W 7/27-8/5 6:30-9:30 p.m.

JavaScript & jQuery
JavaScript is the high-level, interpreted programming language used to make webpages interactive. Alongside HTML and CSS, JavaScript is one of the three core technologies of the World Wide Web. JavaScript enables interactive web pages and thus is an essential part of web applications. All websites use it, and all major web browsers have a dedicated JavaScript engine to execute it. As a multi-paradigm language, you will learn how JavaScript supports event-driven, functional, and imperative (including object-oriented and prototype-based) programming styles. It has an API for working with text, arrays, dates, regular expressions, and basic manipulation of the Document Object Model (DOM). The Dreamweaver Integrated Development Environment (IDE) will be used to design and develop a website using JavaScript. JQuery is the industry standard JavaScript library used to add interesting, interactive features to your web site. Topics will include jQuery set-up, installation, and use; using jQuery action/reaction events; and show/hide. Learn to quickly add animations and effects, image slide shows, photo galleries, and rollovers. Add a jQuery navigation bar. Enhance and validate forms and learn other jQuery web features. Prerequisites: HTML5 and CSS3 or equivalent experience. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: ITI412 24 Hours
$199 + $200 fee = $399; NMR add $160
Rockville Campus
CRN#: 46122 8 Sessions M W 6/1-6/24 6:30-9:30 p.m.

XML/JSON/AJAX
This course is an overview of core technologies developed for defining asynchronous web capabilities. XML documents are a validating structure and formatting, used to and delivering metadata information via the Web. JSON (JavaScript Object Notation) 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. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: ITI415 18 Hours
$99 + $200 fee = $299; NMR add $160
Rockville Campus
CRN#: 15860 6 Sessions M W 8/10-8/26 6:30-9:30 p.m.

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

Makeup Artistry

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

Course: COS015  40 Hours
$255 + $148 fee = $403; NMR add $225
Takoma Park/Silver Spring Campus
CRN#: 16107  10 Sessions  M T W
7/8-8/6  6-10 p.m.

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

Course: COS016  24 Hours
$128 + $95 fee = $223; NMR add $140
Takoma Park/Silver Spring Campus
CRN#: 16108  6 Sessions  W R
8/12-8/27  6-10 p.m.

Nail Technician

Nail Technician III TIP VAA
This is the last in a series of three required courses needed to sit for the examination to become a licensed nail technician in the state of Maryland. You will learn state laws and regulations, explore career opportunities, and discuss salon management.

Course: COS006  100 Hours
$510 + $510 fee = $1,020; NMR add $650
Takoma Park/Silver Spring Campus
CRN#: 46323  25 Sessions  M T W
5/26-7/21  5:30-9:30 p.m.

Natural Hair Care

Natural Hair Care Education Certificate (Continuing Education)
Invest in yourself. The Natural Hair Care certificate provides hair stylists with skills in natural hair care and styling, hair transition, client retention, and hair locing techniques. The course is taught by Susan Peterkin-Bishop, a licensed senior cosmetologist and has over 30 years of natural hair business experience. Required: Textbooks/course materials must be purchased and brought to first class. TWA

Course: COS033  36 Hours
$160 + $165 fee = $325; NMR add $160
Takoma Park/Silver Spring Campus
CRN#: 16109  12 Sessions  M
6-1/8-17  6-9 p.m.

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

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 e-mail nelida.andres@montgomerycollege.edu.

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

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
Rockville Campus
CRN#: 15929  1 Session  R
7/23  6:30-9:30 p.m.
Health, Safety, and Nutrition

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
Rockville Campus
CRN#: 46328 1 Session R
6/4 6:30-9:30 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
$95 + $54 fee = $149; NMR add $50
Rockville Campus
CRN#: 46202 1 Session S
6/13 9 a.m.-3:30 p.m.

Professionalism

Child Development Associate (CDA) Credential Assessment Preparation
Prepare for the CDA Professional Portfolio following the directives established by the Council for Professional Recognition in DC as well as review the different CDA subject areas. (3.0 CEUs) TWA
Course: ECH132 30 Hours
$290 + $180 fee = $470; NMR add $140
Rockville Campus
CRN#: 46201 10 Sessions M W
6/1-7/1 6:30-9:30 p.m.

Special Needs

Including All Children and the ADA
This course provides essential information that every child care and education professional needs to know about the requirements of the Americans with Disabilities Act (ADA). Go beyond the definition of ADA to learn inclusionary best practices, strategies and resources for implementing an early childhood or school age environment that is inclusive to all children and families. (0.3 CEUs) TWA
Course: ECH271 3 Hours
$21 + $34 fee = $55; NMR add $50
Rockville Campus
CRN#: 15927 1 Session M
7/20-7/20 6:30-9:30 p.m.

Educación Infantil

Necesidades especiales

Integrando a niños con discapacidades en el aula
Aprenda estrategias y recursos a desarrollar e implementar para promover la inclusión en el ambiente de aprendizaje. Se revisarán las normas establecidas por la legislación para americanos con discapacidades (ADA) a nivel local, estatal y federal. Se abordarán las personas mayores de 60 años que no pagan la matrícula, solo el derecho de admisión.
Course: ECS082 3 Hours
$21 + $34 fee = $55; NMR add $50
Rockville Campus
CRN#: 15935 1 Session T W R
6/16-6/18 6:30-9:30 p.m.

Psicofunciones

Conozca que son las psicofunciones, cómo funcionan y cómo se estimulan para mejorar el aprendizaje de sus pequeños alumnos. Aprenda herramientas prácticas y sencillas que facilitarán su labor docente. Las personas mayores de 60 años que no pagan la matrícula, solo el derecho de admisión.
Course: ECS101 3 Hours
$21 + $34 fee = $55; NMR add $50
Westfield South
CRN#: 15937 1 Session S
7/18-7/18 9:30 a.m.-12:30 p.m.
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: ENT001**  
24 Hours  
$278 + $72 fee = $350; NMR add $160  
Rockville Campus  
CRN#: 46330  
8 Sessions  
T R  
5/5-5/28 6-9 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: ENT004**  
24 Hours  
$278 + $72 fee = $350; NMR add $160  
Rockville Campus  
CRN#: 16112  
8 Sessions  
T R  
7/28-8/20 6-9 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  
Rockville Campus  
CRN#: 46330  
8 Sessions  
T R  
5/5-5/28 6-9 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  
Rockville Campus  
CRN#: 16112  
8 Sessions  
T R  
7/28-8/20 6-9 p.m.

Entrepreneurship and Small Business

**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  
Rockville Campus  
CRN#: 46330  
8 Sessions  
T R  
5/5-5/28 6-9 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  
Rockville Campus  
CRN#: 16112  
8 Sessions  
T R  
7/28-8/20 6-9 p.m.

Small Business

**Accounting Principles for Small Business**
Reacquaint yourself with accounting methodologies and practices used by professionals in the field. If you are a novice operator, review various accounting forms needed to run your small business; vocabulary, terminology and new trends will be covered. Some topics include: accounts receivable, accounts payable, debits, credits, tax forms, and more. Explore accounting management processes such as the fundamentals of planning and budgeting with tools such as QuickBooks. TWA

**Course: SMB029**  
6 Hours  
$54 + $45 fee = $99; NMR add $50  
Rockville Campus  
CRN#: 16041  
1 Session  
S  
7/18-7/18 9 a.m.-3:30 p.m.

**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 an be implemented right away, such as market plan, branding, and lead generation.

**Course: SMB962**  
3 Hours  
$14 + $25 fee = $39; NMR add $30  
Rockville Campus  
CRN#: 46292  
1 Session  
W  
5/20-5/20 6-9 p.m.  
CRN#: 16042  
1 Session  
W  
7/22-7/22 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.
**Health Sciences**

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

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

---

### 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

**Rockville Campus**
CRN#: 46291 2 Sessions S 5/9-5/16 9 a.m.-4 p.m.

---

### Home Inspection: Make It Your Business **TIP** VAA

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#: 46339 17 Sessions R S 6/4-8/1 6:30-9:30 p.m. (R) 9 a.m.-4 p.m. (S)
Last class on 8/1 meets 9 a.m.-12 p.m.
No class 7/4

---

### Clinical Medical Assistant Program **TIP**

This program is intended for students desiring to use the payment plan must register in person. For more information, please call 240-567-5507.

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

**Rockville Campus**
CRN#: 16033 24 Sessions T R 6/2-8/27 9 a.m.-1 p.m.
No class 6/30, 7/2
Must be taken with Rockville Campus HHS126

**Takoma Park/Silver Spring Campus**
CRN#: 16034 24 Sessions M W 6/1-8/26 5-9 p.m.
No class 6/29, 7/1
Must be taken with TP/SS Campus HHS126

---

**TIP**

Visit our website for details on program requirements, course descriptions, and other important information.

---

**Health Care Courses**

### Certified Medical Aide (CMA)

**Medicine Aide Update**
Find out about new medications, procedures, and protocols, and get the training needed to satisfy recertification requirements for medicine aides. Prerequisite: Applicants must present a current Medicine Aide certificate and Geriatric Nursing Assistant license upon arrival at the class. Students may only register 90 days before their certificate and Geriatric Nursing Assistant license upon arrival at the class. Students may only register 90 days before their certificate 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#: 46182 1 Session S 5/9 8 a.m.-5:45 p.m.
CRN#: 46307 1 Session S 6/6 8 a.m.-5:45 p.m.
CRN#: 15906 1 Session S 8/8 8 a.m.-5:45 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#: 16049         10 Sessions M
6/8-8/20       9 a.m.-1 p.m.
No class 6/29
Must be taken with Rockville Campus HHS112

CRN#: 16050         10 Sessions W
6/10-8/19      9 a.m.-1 p.m.
No class 7/1
Must be taken with Rockville Campus HHS112

Takoma Park/Silver Spring Campus
CRN#: 16047 10 Sessions T
6/2-8/11     5-9 p.m.
No class 6/30
Must be taken with TP/SS Campus HHS112

CRN#: 16048 10 Sessions R
6/4-8/13     5-9 p.m.
No class 7/2
Must be taken with TP/SS Campus HHS112

Health Career Training

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#: 16019 20 Sessions T R
6/9-8/20 6-8:30 p.m.
No class 6/30, 7/2

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 patients 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#: 16031 24 Sessions M W
6/1-8/26 6-9 p.m.
No class 6/29, 7/1

Takoma Park/Silver Spring Campus
CRN#: 16020 12 Sessions S
6/6-8/29 8:30 a.m.-2:30 p.m.
No class 7/4

Pharmacy Technician Certification

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

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

Germantown Campus
CRN#: 16031 24 Sessions M W
6/1-8/26 6-9 p.m.
No class 6/29, 7/1

Takoma Park/Silver Spring Campus
CRN#: 16020 12 Sessions S
6/6-8/29 8:30 a.m.-2:30 p.m.
No class 7/4
Phlebotomy Technician—Clinical Internship

This class includes a 40-hour clinical opportunity at a local healthcare provider. In addition to other requirements, to be eligible for this Phlebotomy Technician Clinical Internship class, you must have completed or currently be enrolled in Montgomery College’s 90-hour Phlebotomy Technician Program. Additionally, you must submit to a thorough background check and meet other requirements. These costs are not included in the tuition and fees for this class. Special requirements include Hepatitis B immunization, negative tuberculosis test, and blood test to check immunity statutes: 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 Clinical (HHS034). TWA

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

Rockville Campus
CRN#: 16017 20 Sessions M W 6/1-8/12 5-9:30 p.m. No class 6/29, 7/1

Takoma Park/Silver Spring Campus
CRN#: 16018 20 Sessions M W 6/8-8/19 5-9:30 p.m. No class 6/29, 7/1

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.

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

Choose one mandatory orientation session. All sessions are at the Takoma Park/Silver Spring Campus in the Health Sciences Center Room 121
4/15 from 11:30 a.m.-2:30 p.m. • 4/29 from 3-6 p.m. • 5/13 from 5-8 p.m.

Students must show identification.

Certified Nursing Assistant Classroom (CNA) (HHT228)

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 and meet other requirements. These costs will be discussed at orientation.

Course: AHT228 88 Hours $840 + $275 fee = $1,115; NMR add $650

Certified Nursing Assistant Clinical (CNA) (HHT222)

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

Course: AHT222 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 Brooke Grove Rehabilitation/Nursing Facility
CRN#: 46180 13 Sessions M W R 5/27-6/24 8 a.m.-3:30 p.m.

CNA Clinical at Brooke Grove Rehabilitation/Nursing Facility
CRN#: 15907 9 Sessions M W R 6/25-7/15 8 a.m.-3:30 p.m.
8 a.m.-12 p.m. (7/15)

CNA Classroom at Brooke Grove Rehabilitation/Nursing Facility
CRN#: 15905 13 Sessions M W R 7/8-8/5 8 a.m.-3:30 p.m.
8 a.m.-12 p.m. (8/5)

CNA Clinical at Brooke Grove Rehabilitation/Nursing Facility
CRN#: 15909 9 Sessions M W R 8/6-8/26 8 a.m.-3 p.m.
8 a.m.-12 p.m. (8/26)

CNA Classroom at Germantown Campus
CRN#: 46179 19 Sessions M T W R S 6/1-6/25 5-9 p.m. (M T W R)
7:30 a.m.-3:30 p.m. (S)

CNA Clinical at Asbury Methodist Village
CRN#: 15908 12 Sessions M T W S 6/27-7/18 5-9 p.m. (M T W)
7 a.m.-3:30 p.m. (S)

CNA Classroom at Takoma Park/ Silver Spring Campus
CRN#: 46178 22 Sessions M W F 5/11-6/23 5-9 p.m. No class 5/25

CNA Clinical at Brooke Grove Rehabilitation/Nursing Facility
CRN#: 15910 11 Sessions M W F 7/6-7/29 5-9:15 p.m. (M W)
7 a.m.-3:30 p.m. (F)

The Maryland Board of Nursing requires that all classroom and clinical hours are completed.
Certified Nursing Assistant/Geriatric Nursing Assistant

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

Course: AHT242 80 Hours
$694 + $200 fee = $894; NMR add $400
Takoma Park/Silver Spring Campus
CRN#: 46312 10 Sessions U
6/14-8/16 9 a.m.-2 p.m.

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

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

Hospital-Based Certified Nursing Assistant Classroom and Lab

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

Course: NUR070 88 Hours
$840 + $275 fee = $1,115; NMR add $650
Takoma Park/Silver Spring Campus
CRN#: 46174 22 Sessions T R U
6/14-8/2 5:30-9:30 p.m. (T R)
12:30-4:30 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 $400
Shady Grove Hospital

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 link to access the American Heart Association 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). Additional information about this course is available on our website. TWA

Course: CPR007 6 Hours
$62 + $43 fee = $105; NMR add $120

Gaithersburg Business Training Center

CRN#: 46191 1 Session S
5/1 9 a.m.-3:30 p.m.
CRN#: 15917 1 Session F
7/17 9 a.m.-3:30 p.m.
CRN#: 15921 1 Session F
8/14 9 a.m.-3:30 p.m.

Takoma Park/Silver Spring Campus

CRN#: 46191 1 Session F
5/1 9 a.m.-3:30 p.m.
CRN#: 46192 1 Session F
5/29 9 a.m.-3:30 p.m.
CRN#: 46193 1 Session S
6/6 9 a.m.-3:30 p.m.
CRN#: 15916 1 Session S
7/11 9 a.m.-3:30 p.m.
CRN#: 15919 1 Session F
7/31 9 a.m.-3:30 p.m.
CRN#: 15920 1 Session S
8/8 9 a.m.-3:30 p.m.
CRN#: 15922 1 Session S
8/22 9 a.m.-3:30 p.m.
BLS (Healthcare Provider) CPR Renewal
This course is a training update for BLS Providers who are in possession of an unexpired BLS Provider certification. You must present your unexpired American Health Association BLS certification card for admission to the class. This course reviews all of the skills learned in the BLS CPR course. You will receive an email link to access the American Heart Association BLS (Healthcare Provider) to print your CPR card that is valid for two years after successfully completing the written exam and skills tests. You must attend the entire session to receive a card. Note: Students must be aware that classes may run longer than the posted times due to class size and/or other factors outside of the instructors control. Courses may be cancelled due to insufficient enrollment. Wear comfortable clothes and bring a towel or blanket for CPR practice.
Course: CPR093 3 Hours
Gaithersburg Business Training Center
CRN#: 16111 1 Session S
7/18 10 a.m.-1 p.m.
Takoma Park/Silver Spring Campus
CRN#: 16110 1 Session F
5/8 1-4 p.m.

CPR, AED & Basic First Aid Course
This class is designed for individuals who do not work in healthcare but who desire, or are required, to have CPR, AED, and first aid knowledge and skills in order to respond to medical emergencies (e.g., camp directors and counselors, emergency response teams in business and industry, school bus drivers, adult residential personnel, child care workers, teachers, parents, and babysitters). Students will receive an American 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: CPR090 6 Hours

Online Nurse Refresher Course
This course is designed for RNs and LPNs who desire to maintain or re-establish their active license to reenter the nursing field. The program includes both online and hands-on experience. Theory will be delivered totally online and will include: online lectures to include topics such as reviewing anatomy and physiology, major disease pathology, current treatment strategies, legal issues, pharmacology, physical assessment, nursing process, documentation, current trends, evidence-based practice, end-of-life issues, videos, discussion groups, and other learning activities. You must register for Nursing Lab (NUR023) and Nursing Clinical (NUR007) Attendance is required for the on-Campus lab which will be taught at Montgomery College and clinical will be taught off-Campus. TWA
Course: NUR069 100 Hours
Gaithersburg Business Training Center
CRN#: 46200 1 Session S
5/9 8:30 a.m.-3 p.m.
CRN#: 46199 1 Session S
6/13 8:30 a.m.-3 p.m.

Nursing Refresher
Mandatory Orientation Session for Nurse Refresher (Blended)
4/21 - 5-7 p.m. in 227 HC or 5/4 - 3-5 p.m. in 121 HC
Location: Montgomery College, Takoma Park/Silver Spring Campus
Health Science Center
You must enroll in all 3 courses: Classroom, Lab, and Clinical.
The Maryland Board of Nursing requires that all 100 hours of classroom, all 8 hours of labs, and all 60 hours of clinicals must be completed. If inclement weather occurs, make-up hours will be added.

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
Takoma Park/Silver Spring Campus
CRN#: 15949 2 Sessions T R
5/4 • 3-5 p.m. in 121 HC
5/21 • 5–7 p.m. in 227 HC
6/23 • 10-12 noon
6/28 • 3-5 p.m. in 227 HC
7/2 • 5–7 p.m. in 121 HC
7/7 • 10-12 noon
7/9 • 3-5 p.m. in 121 HC
7/13 • 5-7 p.m. in 227 HC
7/21-7/23 5:30-9:45 p.m.

Nursing Refresher: Clinical
Practicing nurse experts supervise your 60 hours of clinical experience in medical-surgical nursing, which includes patient assignments, team work, completing documentation and 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)
s
$62 + $43 fee = $105; NMR add $120

Online Nurse Refresher Course
TIP

Nursing Refresher: Clinical
TIP

TIP
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, Diptheria, 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 Diptheria 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 evaluation.)

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

Holy Cross Hospital–Germantown
CRN#: 15947 16 Sessions T R
7/28-8/27 5-11 p.m.

Shady Grove Hospital
CRN#: 15948 6 Sessions S
7/25-8/29 6:30 a.m.-4:30 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#: 46212 2 Sessions S
6/6-6/13 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 + $45 fee = $75; NMR add $50
CRN#: 46170 5/4-8/31

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
$100 + $100 fee = $200; NMR add $140

Rockville Campus
CRN#: 46165 3 Sessions M W
6/22-6/29 6:30-9:30 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
$100 + $200 fee = $300; NMR add $160
Rockville Campus
CRN#: 46166 4 Sessions M W
5/18-6/17 6:30-9:30 p.m.

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

Course: HOS030 12 Hours
$100 + $200 fee = $300; NMR add $160
Rockville Campus
CRN#: 46168 4 Sessions M W
5/18-6/1 6:30-9:30 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
$100 + $200 fee = $300; NMR add $160
Rockville Campus
CRN#: 46159 4 Sessions M W
5/4-5/13 6:30-9:30 p.m.

Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records.
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
$75 + $100 fee = $175; NMR add $120
Germantown Campus
CRN#: 15984 1 Session  W 7/8 9 a.m.-1 p.m.

Certificación para Manipulación de Alimentos (Food Safety)
Este curso son las 16 horas requeridas por el Departamento de Salud e Higiene Mental del Estado de Maryland. Está diseñado para capacitarlo en el cuidado y la protección de los alimentos y cubrirá temas tales como: Enfermedades de los alimentos, importancia de la higiene y los hábitos personales, procedimientos para manipular alimentos, utensilios y equipos. El estudiante debe aprobar un examen con un mínimo de 75%, las bases del examen son establecidas por la Asociación Nacional de Restaurantes. El examen se administrará el último día de clase. Los estudiantes deben traer el libro ServSafe (versión en español 7ª edición) con la hoja de examen, a la primera clase; El libro se vende en las librerías del campus. Las personas mayores de 60 años no pagan la matrícula, solo la cuota

Course: HBI191 16 Hours
$90 + $110 fee = $200; NMR add $140
Rockville Campus
CRN#: 46123 4 Sessions  S 5/30-6/20 9 a.m.-1 p.m.
Westfield South
CRN#: 15863 4 Sessions  S 7/18-8/8 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.

Course: HOS011 2 Hours
$10 + $71 fee = $81; NMR add $50
Rockville Campus
CRN#: 46234 1 Session  S 6/20 9-11 a.m.

Westfield South
CRN#: 16057 1 Session  S 8/15 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
$90 + $110 fee = $200; NMR add $140
Germantown Campus
CRN#: 46156 2 Sessions  T R 5/26-5/28 8:30 a.m.-4:30 p.m.
Rockville Campus
CRN#: 46157 3 Sessions  S 6/27-7/18 9 a.m.-3 p.m.
Last class on 7/18 meets 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
$30 + $70 fee = $100; NMR add $120
Germantown Campus
CRN#: 16058 1 Session  S 6/13-6/13 8:30 a.m.-4:30 p.m.
Rockville Campus
CRN#: 46167 1 Session  S 6/13-6/13 9 a.m.-5 p.m.

Income Tax

Individual Tax Preparer Exam Test Prep
Are you interested in becoming an individual tax preparer in Maryland? This continuing education course provides you with the information needed to successfully pass the Maryland individual tax preparer competency test. Topics include current tax year form 1040 series, its related schedules and Maryland form 502. Required: Textbooks/course materials must be purchased and brought to first class. TWA

Course: TAX002 4 Hours
$130 + $110 fee = $240; NMR add $140
Gaithersburg Business Training Center
CRN#: 46368 1 Session  F 6/19 1-5 p.m.
Rockville Campus
CRN#: 16091 1 Session  F 7/24 1-5 p.m.
Takoma Park/Silver Spring Campus
CRN#: 16092 1 Session  F 8/7 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. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: TAX006  17 Hours
$190 + $110 fee = $300; NMR add $160
Gaithersburg Business Training Center
CRN#: 46369  3 Sessions F
6/5-6/19  9 a.m.-5 p.m.
9 a.m.-12 p.m. (6/19)
Rockville Campus
CRN#: 16093  3 Sessions F
7/10-7/24  9 a.m.-5 p.m.
9 a.m.-12 p.m. (7/24)
Takoma Park/Silver Spring Campus
CRN#: 16094  3 Sessions F
8/7-8/21  9 a.m.-5 p.m.
9 a.m.-12 p.m. (8/21)

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. Required: Textbooks/course materials must be purchased and brought to first class.
Course: TAX007  30 Hours
$295 + $150 fee = $445; NMR add $225
Rockville Campus
CRN#: 46370  10 Sessions T R
6/2-7/22  6-9 p.m.
Takoma Park/Silver Spring Campus
CRN#: 16095  10 Sessions T R
7/21-8/20  6-9 p.m.

Instituto Hispano de Negocios y Entrenamiento

Construcción
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
$100 + $130 fee = $230; NMR add $140
Rockville Campus
CRN#: 15839  6 Sessions F S
5/1-5/16  6:30-9 p.m. (F)
8:30 a.m.-1 p.m. (S)

Electricidad II, Práctica
Los estudiantes desarrollarán la capacidad de analizar los procesos, materiales y herramientas utilizados en instalaciones eléctricas residenciales. Se enseñarán y utilizarán prácticas de seguridad que permitirán al estudiante manejar la electricidad de manera segura. Las personas mayores de 60 años no pagan la matrícula, solo la cuota.
Course: HBI135  20 Hours
$100 + $130 fee = $230; NMR add $140
Rockville Campus
CRN#: 46226  6 Sessions F S
5/29-6/13  6:30-9 p.m. (F)
8:30 a.m.-1 p.m. (S)

Electricidad III, Práctica
Los estudiantes aplicarán conceptos teóricos y prácticos a través del desarrollo de instalaciones eléctricas. Aprenderán 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 la aula-taller. Las personas mayores de 60 años no pagan la matrícula, solo la cuota.
Course: HBI136  20 Hours
$100 + $130 fee = $230; NMR add $140
Rockville Campus
CRN#: 16015  6 Sessions F S
7/24-8/8  6:30-9 p.m. (F)
8:30 a.m.-1 p.m. (S)

Introduction to Construction Estimating
Este es un curso bilingüe, español / inglés, diseñado para enseñar habilidades básicas en la estimación de la construcción. El curso familiarizará al estudiante con la metodología utilizada para proporcionar propuestas de construcción precisas y rentables. Este es un curso bilingüe, español / inglés, diseñado para enseñar habilidades básicas en la estimación de la construcción. 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
$120 + $140 fee = $260; NMR add $140
Rockville Campus
CRN#: 15845  6 Sessions F S
8/14-8/29  6:30-9 p.m. (F)
8:30 a.m.-1 p.m. (S)

Certificación para Manipulación de Alimentos (Food Safety)
Ver curso en la página 40.
Food Certification Exam Retake
Ver curso en la página 40.

Por favor regístrese temprano!
Las cancelaciones de clase son procesado al menos una semana antes de la fecha de inicio debido a bajas inscripciones.
Preparación para el examen de Home Improvement
Este curso le ayudará a prepararse para tomar el examen de mejoras para el hogar de Maryland; debe aprobar este examen para obtener una licencia. El estudiante obtendrá conocimiento de la remodelación del hogar y las leyes laborales, regulaciones de seguridad en el lugar de trabajo, pago de salarios, derechos y obligaciones del propietario y contratista, y otros temas. Los estudiantes deben comprar el manual: Guía NASCLA sobre Finanzas, Legislación y Gestión de Proyectos para Contratistas de Maryland, 6ta edición, disponible en www.psonlinestore.com; La clase y el examen se ofrecen en español. Las personas mayores de 60 años no pagan la matrícula, solo el derecho de admisión.

Course: HBI195 30 Hours $95 + $205 fee = $300; NMR add $160
Rockville Campus
CRN#: 15868 8 Sessions S 7/25-10/3 9 a.m.-1 p.m.
No class 8/1, 8/8, 9/5

Negocios
El ABC de comenzar un negocio
Este curso es para estudiantes que desean iniciar un negocio o están en las etapas iniciales de una empresa. Esta clase explicará los pasos apropiados para comenzar con éxito, analizará las herramientas que ayudan a definir la idea comercial y el segmento de mercado en el que centrársese, y cubrirá las diferentes estructuras legales, tales como: registrar su empresa, licencias, seguros, etc. Publicidad, marketing, problemas de ventas, y el uso de las redes sociales también estará cubierto. Las personas mayores de 60 años no pagan la matrícula, solo la cuota.

Course: HBI201 21 Hours $85 + $145 fee = $230; NMR add $140
Rockville Campus
CRN#: 46152 3 Sessions S 6/6-6/20 8:30 a.m.-4 p.m.

Preparación para el medio laboral
Los estudiantes diseñarán un perfil profesional, crearán un currículum y aprenderán a usar LinkedIn junto con otras plataformas de redes sociales para promocionarse en el mercado laboral. Este curso se imparte en español y ayudará a aquellos que quieran aprender las estrategias actuales de búsqueda de empleo. Prerequisitos: comprensión de inglés básico a intermedio y cómo usar una computadora; las personas mayores solo pagan la cuota.

Course: HBI166 9 Hours $60 + $75 fee = $135; NMR add $120
Rockville Campus
CRN#: 15846 2 Sessions S 7/11-7/18 9 a.m.-1:30 p.m.

Archaeology and World Cultures
A Taste of History: Coffee and Chocolate
Chocolate and coffee have played important roles in indigenous, colonial, and post-colonial societies in Africa, Latin America, Asia, and Europe, as well as in modern industrial nations. Explore the history of cacao cultivation; the present day state of the global chocolate industry; and the diverse cultural constructions surrounding chocolate. Discuss the implications for chocolates future of international politics, alternative trade models, and the food movement. Examine the historical roots of coffee production and trade, including its roles in nation-building and international power relations, and its current implications for environmental change and economic development.

Course: LLI297 10 Hours $65 + $89 fee = $154; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 16055 5 Sessions W 7/8-8/5 1:30-3:30 p.m.

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

Course: LLI451 8 Hours $20 + $79 fee = $99; NMR add $50
Rockville Campus
CRN#: 46140 4 Sessions T 6/2-6/23 1:30-3:30 p.m.

Course: LLI394 8 Hours $65 + $89 fee = $154; NMR add $120
Gaithersburg Business Training Center
CRN#: 15888 4 Sessions T 7/7-7/28 1:30-3:30 p.m.

History of Sephardic Jews
This course presents an overview of the human, historical, and cultural heritage of the Spanish Jews, from the Middle Ages to present day. Discuss the cultural history of Sephardic, from its origins to the expulsion of the Jews in 1492. Explore how the Sephardic Diaspora led to the development of a distinct Judeo-Hispanic culture and how the Shoah relates to Spain. Examine the cultural, architectural, and human recovery of the Spanish Jewish heritage.

Course: LLI394 8 Hours $59 + $79 fee = $138; NMR add $120
Gaithersburg Business Training Center
CRN#: 15888 4 Sessions T 7/7-7/28 1:30-3:30 p.m.
Modern Syria: A Story of Changing Nationalism  NEW
What political and international forces shaped Modern Syria? Examine the rise of Syrian political life after the dramatic changes following the end of four hundred years of Ottoman rule and the imposition of French control. Explore how Syrians challenged France’s control (The Great Syrian Revolt of 1925) even as they battled each other over the nature of their nationalism: liberal against radical. Learn about the impact of Western political and cultural influence and the linkage between the Arab-Israeli conflict and the domestic political arena in Syria. Conduct a comparative analysis of the Syrian civil war that erupted in 2011. TWA

Course: LLI085  10 Hours
$65 + $89 fee = $154; NMR add $120
Gaithersburg Business Training Center
CRN#: 46190  5 Sessions  R
6/4-7/9  10:30 a.m.-12:30 p.m.
No class 7/2

Southeastern Europe: Albania, Bulgaria, and Macedonia  NEW
Join this class as we explore the fall of the Byzantine Empire to the Ottomans and the birth of myths and folklore grounded in martyrdom. Analyze the rise of nationalist revolutions and uprisings in the 19th century, which challenged Ottoman control and led to the creation of semi-independent states. Learn about the crisis brought about by the rise of nationalism and modernization and how these changes brought about WWI. Examine the communist period and the transition from one-party rule in each of these states and the role of the international community in the region. Discuss how, after 1989, the region went through a revolutionary transformation that was supposed to fully integrate it into Europe, when today, these countries are still trying to find their place. TWA

Course: LLI093  10 Hours
$65 + $89 fee = $154; NMR add $120
Gaithersburg Business Training Center
CRN#: 46209  5 Sessions  T
6/2-6/30  1:30-3:30 p.m.

Art

Acrylic Painting: Basic Techniques
This course is designed to introduce the basic elements of painting to students with little or no experience, while working to attain an understanding of the painting medium. You will work with acrylic colors and explore the many ways paint can be handled, as well as how to prepare materials. You will explore color, light, transparency/impasto, and composition through in-class exercises in order to learn to translate concepts into visual images. Bring supplies to first class. Supply list is available on the LLI website. TWA

Course: LLI247  12 Hours
$95 + $89 fee = $184; NMR add $120
Rockville Campus
CRN#: 15882  6 Sessions  T
7/7-8/11  2:45-4:45 p.m.

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
Gaithersburg Business Training Center
CRN#: 46351  6 Sessions  M
5/11-6/22  10:30 a.m.-12:30 p.m.
No class 5/25

Rockville Campus
CRN#: 15898  6 Sessions  W
7/8-8/12  6:30-8:30 p.m.

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

Course: LLI223  12 Hours
$95 + $89 fee = $154; NMR add $120
Rockville Campus
CRN#: 46130  6 Sessions  T
6/2-7/7  10:30 a.m.-12:30 p.m.

The Art of Sketching
Whether you are an avid sketcher or new to the art, sketching allows you to record events such as a trip to a foreign land, a tour of a local garden, or a special occasion such as a birth or anniversary. Examine different types of sketches, such as, drawings, or quick paintings. Explore adding short captions, notes, parts of conversations, and observations to create a journal. Utilize sketches to plan an organic garden, create a preliminary drawing for a painting or portrait, or provide an outlet for discovering solutions to a variety of problems. Learn how to improve your observational skills while sketching with pen, pencil, or watercolor. You will have an opportunity to sketch outside. Bring supplies to the first class. Supply list is available on the LLI website. TWA

Course: LLI970  12 Hours
$95 + $92 fee = $187; NMR add $120
Rockville Campus
CRN#: 46150  6 Sessions  W
6/3-7/8  10:30 a.m.-12:30 p.m.

Art Supply List!
Material lists for LLI Art classes are available at www.montgomerycollege.edu/lifelonglearning/
The Brain and Art

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

Course: LLI345 12 Hours
$69 + $92 fee = $161; NMR add $120

Rockville Campus
CRN#: 46353 6 Sessions R
5/14-6/25 6:30-8:30 p.m.
No class 5/28

Watercolor Techniques I

Explore the beauty and magic of watercolor painting through a structured series of exciting classes that focus on basic watercolor techniques. Learn techniques of various washes, wet-on-wet, and dry brush on wet and dry paper by watching the instructor demonstrate before performing the technique yourself. Basic drawing will be reviewed as needed. Practice the techniques by painting from a still life or photo. Creation of an individual style is encouraged. Bring supplies to the first class. Supply list is available on the LLI website. TWA

Course: LLI609 12 Hours
$95 + $92 fee = $187; NMR add $120

Gaithersburg Business Training Center
CRN#: 46144 6 Sessions M
6/1-7/6 1:30-3:30 p.m.

Rockville Campus
CRN#: 15896 6 Sessions T
7/7-8/11 6:30-8:30 p.m.

Art History

Baroque Art in Genoa

New Exhibit at the NGA
Explore the work of the Baroque period with a focus on artists and paintings on display in the landmark exhibition at the National Gallery of Art—Superb Baroque: Art in Genoa, 1600-1750. Discuss elements of composition and lighting including chiaroscuro. Examine the cultural, physical, and political conflicts that influenced art of the time. Analyze the difference between Northern and Italian Baroque art. Identify what differentiates Baroque art from previous movements. The course is composed of two lectures educating students on key aspects of the movement and an instructor lead tour of the exhibition at the National Gallery of Art. Artists will include: Peter Paul Rubens, Orazio Gentileschi, Anthony van Dyck, and more. TWA

Course: LLI088 4 Hours
$55 + $75 fee = $130; NMR add $120

Rockville Campus
CRN#: 46343 2 Sessions R
6/4-6/11 6:30-8:30 p.m.
Optional museum trip 6/14 from 11:15-12:45 p.m. to NGA. Transportation is not provided; please meet in the Rotunda of the NGA’s West Bldg. at 11:15 a.m.
Lunch price is not included.

Between French Avant Garde & Muralismo: Mexican Art in the 20th Century NEW
Explore Mexican art reflecting the integration of indigenous and people’s heritage as it merged with French Avant-Garde. Learn how this resulted in booming creativity in the arts and a radical expansion of educational and political agendas. Trace the artistic social circle of the time, including, not just the muralists (Rivera, Clemente Orozoco, and Siqueiros), but also the independent Rufino Tamayo; photographers like Lola Álvarez Bravo, as well as important musicians such as Manuel M. Ponce, Silverte Revueltas, and Carlos Chavez. Examine the surrealist and personal works of Frida Kahlo, Remedios Varo, and Leonora Carrington. Discuss how these artists came to redefine the role of women, not just in art, but also in Mexican society. TWA

Course: LLI083 8 Hours
$59 + $79 fee = $138; NMR add $120

Degas at the Opera NEW

New Exhibit at NGA
The National Gallery of Art is celebrating the 350th anniversary of the Paris Opera. A special exhibit, Degas at the Opera, will present over 100 works of Edgar Degas, in different media (drawings, paintings, sculpture). These works depict the world of the Opera theater and its performers—dancers, singers, and musicians. Learn about the Paris Opera from Conductor Jesse Parker, who will lead the first class session. Explore the world of Degas’ paintings, their composition, technique, and colors with Art Historian Irina Stotland. TWA

Course: LLI091 4 Hours
$45 + $69 fee = $114; NMR add $120

Gaithersburg Business Training Center
CRN#: 46344 2 Sessions R
5/14-5/21 1:30-3:30 p.m.

Diego Velasquez NEW

Explore the style and characteristics of Spanish Baroque paintings by Diego Velasquez. Discuss his use of dramatic lighting, dynamic compositions, and his fascination with the reality of the human condition. Analyze Velasquez’s influence on Edouard Manet and Pablo Picasso. TWA

Course: LLI398 6 Hours
$45 + $72 fee = $117; NMR add $120

Gaithersburg Business Training Center
CRN#: 16143 3 Sessions M
7/6-7/20 1:30-3:30 p.m.

Raphael and His Circle NEW

New Exhibit At NGA
The National Gallery of Art is commemorating the 500th anniversary of Raphael’s death with an exhibit of his drawings and those of his close collaborators and followers. Prepare for the exhibit by exploring Raphael’s life and art, as well as that of his fellow artists. Discuss the historical, political, and religious context that influenced Raphael’s work. This class is co-taught by a Professor of History and a Professor of Art History. TWA

Course: LLI090 4 Hours
$55 + $75 fee = $130; NMR add $120

Rockville Campus
Brain Fitness Institute

Fun With Words
Mentally stimulating activities, such as learning new words and their meanings, help boost your brain power. Practice techniques to improve your ability to remember definitions of new words and a number of items at once. Explore the cognitive science behind effective vocabulary learning: definition, context, connections, morphology, and semantic chunking. Examine how these techniques will enhance your reading and writing and improve your overall memory skills. TWA
Course: LLI099 6 Hours $59 + $79 fee = $138; NMR add $120
Gaithersburg Business Training Center CRN#: 15943 4 Sessions F
7/10-7/31 10:30 a.m.-12:30 p.m.

Meditation for Mindfulness and Stress Reduction
One of the most beneficial effects of meditation is a sense of calm and relaxation. In this course you will learn a few simple mindfulness meditation practices that can result in a more consistent sense of well-being, less reactivity to negative experiences, and an enhanced quality of sleep and brain development. This course does not require experience with meditation or sitting in any particular posture. You will practice sitting or walking meditation. TWA
Course: LLI249 6 Hours $35 + $72 fee = $107; NMR add $120
Takoma Park/Silver Spring Campus CRN#: 46131 4 Sessions W
5/13-6/3 2-3:30 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: LLI098 4 Hours $35 + $59 fee = $94; NMR add $50
Rockville Campus CRN#: 46348 3 Sessions F
6/5-6/26 1-2:30 p.m.
1-2 p.m. (6/26)
No class 6/19
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: LLI276 2 Hours
$5 + $5 fee = $10; NMR add $30
Rockville Campus
CRN#: 46132 1 Session M
6/1 6:30-8:30 p.m.

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 + $20 fee = $35; NMR add $30
Gaithersburg Business Training Center
CRN#: 46350 1 Session R
5/14 1-4 p.m.
Rockville Campus
CRN#: 15895 1 Session T
7/7 6:30-9:30 p.m.

Knowing Technology II: Your Cloud Computing Services

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

Course: LLI456 3 Hours
$15 + $20 fee = $35; NMR add $30
Gaithersburg Business Training Center
CRN#: 46141 1 Session R
5/21 1-4 p.m.
Rockville Campus
CRN#: 15892 1 Session T
7/14 6:30-9:30 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
Gaithersburg Business Training Center
CRN#: 46142 1 Session R
6/4 1-4 p.m.
Rockville Campus
CRN#: 15894 1 Session T
7/21 6:30-9:30 p.m.

Wonders of Artificial Intelligence

This course is designed to provide students with an overview of Artificial Intelligence (AI). Learn about the history of artificial intelligence; about the current technologies used to enable artificial intelligence; and discover how artificial intelligence is changing robotics, transportation, medicine, and even the appliances in your home.

Course: LLI087 3 Hours
$15 + $20 fee = $35; NMR add $30
Rockville Campus
CRN#: 46187 1 Session T
6/2 1-4 p.m.

History and Current Events

9/11 and New York City: The Setting, the Crime, and the Recovery

The attack on the World Trade Center (WTC) was a watershed event in the history of the nation and around the world. This course focuses on Ground Zero: New York City. Learn more about the mission of the WTC, why it became a target for international terrorists, how it was able to withstand an earlier terrorist attack, and how the 9/11 conspirators plotted and carried out their crime. Explore the heroism of first responders and discuss stories of the survivors. Examine how the city recovered from the shock and damage of the attack, and the way in which 9/11 left a lasting impression on the life of the city and its citizens. Analyze American anti-terrorist policies. TWA

Course: LLI081 3 Hours
$15 + $20 fee = $35; NMR add $30
Rockville Campus
CRN#: 15892 1 Session T
6/1 6:30-9:30 p.m.

Looking for more courses on careers?
See our Professional and Career Development courses on page 57.
A Discovery of Witches: A History of European Witchhunts
Are you intrigued by the heightened concern in Europe regarding witchcraft in Europe from the medieval period to the Enlightenment? Explore the notions of witchcraft, magic, and the supernatural in medieval, early modern, and modern Europe. Examine and discuss primary and secondary sources to learn how Europeans defined and treated their alleged witches with special attention to economic, social, and cultural context. Discuss the roles of class and gender in focusing hostility on particular groups of people, especially women. TWA

Course: LLI082 10 Hours
$65 + $89 fee = $154; NMR add $120
Rockville Campus
CRN#: 15914 5 Sessions R
7/9-8/6 2-4 p.m.
7/7-7/28 10:30 a.m.-12:30 p.m.

Dehumanization: From the Slave Trade to Immigration NEW
Animal collars, brands, and scarring; yellow stars, pink triangles, and stockades; children in cages and fumigating immigrants; these symbols and systems seem disparate, but they intertwine for an important discussion about rights and personhood. Explore the origins of the Transatlantic Slave Trade through the social structures evolved to stigmatize and repudiate, persons deemed of lower race (Jews, Africans, Muslims, other non-white). Analyze technologies of the colonization of animals, which became the instruments for capturing and domesticating persons of color in New World slave factories—and which, later, were imported by the Nazi regime into their 20th century stockyards of human death. Discuss the discrimination issues of today. TWA

Course: LLI094 8 Hours
$59 + $79 fee = $138; NMR add $120
Rockville Campus
CRN#: 15939 4 Sessions T
7/9-8/6 2-4 p.m.

Elections: 2020 NEW
Are you ready for the upcoming elections? Do you have questions about some of the issues facing local and national politicians? Discuss the races for President, Senate, House of Representatives, and Governor. Analyze the races by looking at the candidates and their positions on major issues. Examine current events, both foreign and domestic, that may shape the races between now and the November elections. TWA

Course: LLI076 8 Hours
$59 + $79 fee = $138; NMR add $120
Gaithersburg Business Training Center
CRN#: 15771 4 Sessions T
7/7-7/28 10:30 a.m.-12:30 p.m.

Espionage, Cryptology, and Plots
This course will demystify the various methods used during World War II to disrupt, mislead, and hide from the enemy the true intentions of the combatants. The various espionage operations will be discussed and the operations of individual spies, such as Cicero and Garbo, will be examined. Explore the history of various codes, devices used, and how the codes were eventually broken—the most famous being the Enigma code used by the Germans. Encryption techniques will be demonstrated in the classroom and augmented by slides taken at Bletchley Park by the instructor. You will discuss plots, such as Operation Long Jump, the plot to assassinate the Big Three—Stalin, Churchill, and Roosevelt; as well as the attempted assassination of Hitler by his own officers. In addition, special operations, such as the rescue of Mussolini by Otto Skorzeny; and counter-intelligence techniques, such as the broad strategic deceptions of Operation Bodyguard will be explained. TWA

Course: LLI095 12 Hours
$69 + $92 fee = $161; NMR add $120
Rockville Campus
CRN#: 46151 6 Sessions W
5/20-6/24 10:30 a.m.-12:30 p.m.

How a Victorian Vision of Europe Turned into a Nightmare NEW
Explore how the Victorian dream of a united monarchical Europe collapsed into a family feud that would reinvent modern warfare and tear Europe apart. Examine the moment of supreme monarchical glory: never since the days of the ancient regime of pre-revolutionary France had monarchy seemed so firmly entrenched. Discuss the connections between the different royal families and their intersecting and contrary political and geographical interests. Analyze how in the following decade, war and revolution heaped assassination, defeat, and exile upon most of the Victorian royal families. TWA

Course: LLI084 8 Hours
$59 + $79 fee = $138; NMR add $120
Rockville Campus
CRN#: 46189 4 Sessions M
6/8-6/29 2-4 p.m.

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

Course: LLI692 12 Hours
$69 + $92 fee = $161; NMR add $120
Rockville Campus
CRN#: 15897 6 Sessions R
7/9-8/13 1:30-3:30 p.m.

Consider making a donation to the Lifelong Learning Institute in honor of a loved one.
Contact Natasha Sacks for details.
240-567-1828 or natasha.sacks@montgomerycollege.edu

Interested in receiving the Lifelong Learning Institute e-newsletter, class updates, and free events?
Just e-mail:
tracy.ritenour@montgomerycollege.edu
or visit our website to sign-up to be placed on our mailing list.
Lifelong Learning Institute

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

Course: LLI368  8 Hours
$59 + $79 fee = $138; NMR add $120
Rockville Campus
CRN#: 46355  4 Sessions  W
6/10-7/8  6:30-8:30 p.m.
No class 7/1

Facial Climate Change  NEW
Do you understand what climate change means and how it impacts daily life? Learn the basic science behind climate change and the dangers it poses. Examine reducing, reusing, recycling and personal consumption. Calculate your environmental footprint and explain its relevance. Compare it to the numbers actually needed for a sustainable Earth. Explore renewable energy and energy efficiency. Create personal goals for reducing your environmental footprint. Discuss energy audits, solar panels, reduced meat consumption, and sustainable travel.

Course: LLI075  3 Hours
$15 + $15 fee = $30; NMR add $50
Wheaton Library
CRN#: 46129  2 Sessions  M
6/15-6/22  1:30-3 p.m.

Perennials For Your Garden  NEW
Do you want to know how to plant and maintain a perennial garden in this growing zone? Learn how to select plants, where to purchase perennials, and plan a blooming perennial garden. Explore vines and climbers-where to use them and how to maintain them. Discuss deer resistant plants, repeat blooming options, and support/structure in a perennial garden. Identify which garden items to avoid, what species make viable substitutions, and compatible annuals. Determine how often to divide and how to maintain perennial plants. Examine shade and sun loving plants. TWA

Course: LLI079  4 Hours
$15 + $49 fee = $64; NMR add $50
Rockville Campus
CRN#: 46186  2 Sessions  R
5/14-5/21  6:30-8:30 p.m.

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

Course: LLI028  4 Hours
$15 + $49 fee = $64; NMR add $50
Rockville Campus
CRN#: 46134  4 Sessions  F
5/15-6/5  10:30 a.m.-12:30 p.m.
Class on 5/22 is a field trip.

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

Course: LLI825  5 Hours
$40 + $69 fee = $109; NMR add $120
Rockville Campus
CRN#: 46145  2 Sessions  W
5/13-5/20  10 a.m.-12:30 p.m.

Human and Natural Science

All About Birds: Ornithology for the Beginner & Beyond
Did you know that some dinosaurs survived? This course takes a look at the fascinating world of these survivors - birds. You will explore bird identification, anatomy, physiology, and behaviors. You will examine their place in the natural world and the complex bird-human relationship. You will meet for a field trip in a park to observe birds during the last class session. TWA

Course: LLI354  8 Hours
$59 + $79 fee = $138; NMR add $120
Rockville Campus
CRN#: 46134  4 Sessions  F
5/15-6/5  10:30 a.m.-12:30 p.m.
Class on 5/22 is a field trip.

Facing Climate Change  NEW
Do you understand what climate change means and how it impacts daily life? Learn the basic science behind climate change and the dangers it poses. Examine reducing, reusing, recycling and personal consumption. Calculate your environmental footprint and explain its relevance. Compare it to the numbers actually needed for a sustainable Earth. Explore renewable energy and energy efficiency. Create personal goals for reducing your environmental footprint. Discuss energy audits, solar panels, reduced meat consumption, and sustainable travel.

Course: LLI075  3 Hours
$15 + $15 fee = $30; NMR add $50
Wheaton Library
CRN#: 46129  2 Sessions  M
6/15-6/22  1:30-3 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 + $49 fee = $64; NMR add $50
Rockville Campus
CRN#: 46134  4 Sessions  F
5/15-6/5  10:30 a.m.-12:30 p.m.
Class on 5/22 is a field trip.

Perennials For Your Garden  NEW
Do you want to know how to plant and maintain a perennial garden in this growing zone? Learn how to select plants, where to purchase perennials, and plan a blooming perennial garden. Explore vines and climbers-where to use them and how to maintain them. Discuss deer resistant plants, repeat blooming options, and support/structure in a perennial garden. Identify which garden items to avoid, what species make viable substitutions, and compatible annuals. Determine how often to divide and how to maintain perennial plants. Examine shade and sun loving plants. TWA

Course: LLI079  4 Hours
$15 + $49 fee = $64; NMR add $50
Rockville Campus
CRN#: 46186  2 Sessions  R
5/14-5/21  6:30-8:30 p.m.

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

Course: LLI108  4 Hours
$20 + $49 fee = $69; NMR add $50
Rockville Campus
CRN#: 16054  2 Sessions  W
7/15-7/22  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
$59 + $79 fee = $138; NMR add $120
Rockville Campus
CRN#: 46358  4 Sessions  T
5/12-6/2  6:30-8:30 p.m.

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

Course: LLI825  5 Hours
$40 + $69 fee = $109; NMR add $120
Rockville Campus
CRN#: 46145  2 Sessions  W
5/13-5/20  10 a.m.-12:30 p.m.
Literature and Writing

Appreciating Poetry
Do you love poetry? Would you like to better understand poetry? Read and explore sonnets by Shakespeare, Thomas Wentworth Higginson, and poems by Robert Frost, Gwendolyn Brooks, Emily Dickinson, among others. Discuss the differences between minor and major poets and poems. Analyze the political, socio-cultural, and historical contexts of poems, as well as the poet’s career, poetic fashions, poetic trends, and the reader’s response. All readings will be provided. TWA

Course: LLI086 6 Hours
$45 + $72 fee = $117; NMR add $120
Rockville Campus
CRN#: 15915 3 Sessions W
7/8-7/22 1:30-3:30 p.m.

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

Course: LLI097 12 Hours
$69 + $92 fee = $161; NMR add $120
Rockville Campus
CRN#: 46347 6 Sessions M
6/1-7/13 10:30 a.m.-12:30 p.m.
No class 7/6

Romantic and Gothic Literature
The secret at the heart of Romantic literature is its dark obsession with all things Gothic. This course brings the skeletal Gothicism of high Romantic literature out of the closet to consider how the relationship between the two came to define the Romantic age. Examine the roots of Gothic literature that immediately preceded during the Regency period in England (1790-1820). Discuss how it contributed to the rise of Romanticism. Explore the impulses and themes at the heart of the Gothic, focusing on the sublime, the mysterious, the uncanny, and the pervasiveness of doubt. Examine the role of the supernatural in the Gothic and Romantic imagination. Analyze how Romantic and Gothic literature shaped literary forms and challenged the period’s ideas about class and gender. TWA

Course: LLI080 8 Hours
$59 + $79 fee = $138; NMR add $120
Rockville Campus
CRN#: 46342 4 Sessions W
6/3-6/24 1:30-3:30 p.m.

The Art of Storytelling
Do you want to captivate your audience when speaking? Whether you are looking to enhance your professional career or connect in a social setting, storytelling can help you persuade, engage, and captivate. Discuss how to engage the listener, command attention, use body language, and find words that will paint a picture and convey a message. Explore skills to help keep your listeners on the edge of their seats, laugh, or cry. Learn how to deliver a story that listeners will remember. TWA

Course: LLI095 4 Hours
$35 + $69 fee = $104; NMR add $120
Gaithersburg Business Training Center
CRN#: 46346 2 Sessions T
6/9-6/9 10:30 a.m.-3:30 p.m.
This course runs from 10:30 a.m.-3:30 p.m. with a one hour break. Lunch is on your own.

Writing Memoirs, Writing Memories
Whether you wish to pass on the family heritage to your grandchildren, tell some of the funny stories or interesting events of your life, or if you want to explore your past in order to discover your own reality, writing is a wonderful way to begin. Writing for a group of other people who have stories to tell and who are also working to find the best way to tell them is a good way to begin and to keep going. In this class, students will form a writing group where they will share ideas, experiences, and some of the rewards and frustrations of writing. TWA

Course: LLI543 12 Hours
$69 + $92 fee = $161; NMR add $120
Wheaton Library
CRN#: 46143 6 Sessions R
6/4-7/23 10:30 a.m.-12:30 p.m.
No class 7/2, 7/9

Music

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

Course: LLI089 6 Hours
$45 + $72 fee = $117; NMR add $120
Rockville Campus
CRN#: 46207 4 Sessions M
6/1-6/22 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
Gaithersburg Business Training Center
CRN#: 46146 6 Sessions W
6/3-7/15 1-2:15 p.m.
No class 7/1

Bridge for Beginners
Bridge is by far the greatest card game of all. It provides immense challenges and enjoyment for the rest of your life. This course is intended for newcomers to the game and players who haven’t played in years. The 6-week course will cover the fundamentals of modern bidding, play of the hand, some defensive principles, and more.

Course: LLI942 12 Hours
$37 + $82 fee = $119; NMR add $120
Rockville Campus
CRN#: 46148 6 Sessions W
6/3-7/8 7-9 p.m.
Bridge: Intermediate
The game of bridge is as challenging as it is enjoyable. This course is appropriate for all players with a solid grasp of bridge basics who wish to improve their games. Lessons will focus on modern bidding techniques, sound competitive judgment, in-depth hand evaluation, and cardplay strategies for declarers and defenders.  
Prerequisite: Bridge for Beginners or equivalent experience.

Course: LLI958 12 Hours
$37 + $82 fee = $119; NMR add $120
Rockville Campus
CRN#: 46149 6 Sessions M 6/15-7/20 7-9 p.m.

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

Course: LLI351 4 Hours
$15 + $30 fee = $45; NMR add $30
Rockville Campus
CRN#: 46354 2 Sessions M 6/15-6/22 6:30-8:30 p.m.

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

Course: LLI916 6 Hours
$60 + $69 fee = $129; NMR add $120
Rockville Campus
CRN#: 16060 2 Sessions W 7/8-7/15 6:30-9:30 p.m.

Lifelong Learning Institute

Photography and Digital Photography

Foundations of Digital Photography
Explore the settings found on a modern digital camera. Discuss the different exposure, metering, autofocus, and white balance modes of a digital camera. Practice the basic methods of saving and storing your digital images. This course is for beginners in digital photography or those who acquired a camera with manual controls. TWA

Course: LLI371 10 Hours
$65 + $89 fee = $154; NMR add $120
Rockville Campus
CRN#: 46135 5 Sessions M 5/18-6/22 6:30-8:30 p.m.
No class 5/25

Landscape Photography NEW
Learn the fundamentals of taking photographs of outdoor scenic spaces. Develop compositional and exposure techniques for creative framing and dealing with tricky lighting situations. One session will be held in the classroom and one outdoors. TWA

Course: LLI096 4 Hours
$35 + $69 fee = $104; NMR add $120
Rockville Campus
CRN#: 15942 2 Sessions M S 7/6-7/11 6:30-8:30 p.m. (7/6)
Outdoor shooting session on 7/11 from 10 a.m.-12 p.m.
Travel Photography
This class will introduce students to techniques and practices for successful vacation and travel photography. Topics include travel photography shooting techniques, photographic composition, use of built-in flash for travel pictures, and pre-trip preparation. TWA
Course: LLI936 8 Hours
Rockville Campus
CRN#: 46147 4 Sessions W
5/13-6/3 6:30-8:30 p.m.

Wellness

Building Bone and Muscle Strength
Learn ways in which to strengthen your bones and muscles and keep them healthy. Explore proper posture and exercising techniques to help avoid injuries. Practice balance exercises, using low hand and leg weights, and resistance training to increase muscle strength and bone density. This course is taught in a controlled environment with expert supervision. TWA
Course: LLI369 10 Hours
Rockville Campus
CRN#: 46357 10 Sessions M W
5/11-6/17 10-11 a.m.
No class 5/25, 5/27
CRN#: 46356 10 Sessions M W
6/22-7/22 10-11 a.m.

Gentle Yoga for Mood and Strength
Learn postures that strengthen muscles to support joints while creating stronger bones. Explore postures to balance strength with flexibility and create more energy. Practice breathing techniques to calm the nervous system and decrease anxiety. Bring awareness to alignment in the spine and body to achieve improved balance. Understand the interconnectedness of the body's systems to treat the body as a whole. TWA
Course: LLI723 6 Hours
Rockville Campus
CRN#: 46352 5 Sessions F
5/29-6/26 10-11:15 a.m.
Class on 6/26 meets 10-11 a.m.
CRN#: 15899 5 Sessions F
7/10-8/7 10-11:15 a.m.
Class on 8/7 meets 10-11 a.m.

Gentle Water Fitness for Muscle Tone and Cardio
Former Water Exercise, now LLI class for 50+ Gentle exercises providing for optimum fitness. Learn how to use water resistance to develop muscle tone and flexibility, as well as increase endurance. Practice techniques using water buoyancy to aid in relaxation, stress reduction, and mood enhancement. Apply gentle water exercise to increase cardio health and help with chronic conditions. This course will be presented at several different difficulty levels and is not a swimming course. TWA
Course: LLI280 19.2 Hours
Rockville Campus
CRN#: 46356 23 Sessions T R
5/26-8/11 10-10:50 a.m.

Strength Training and Conditioning for Health and Fitness
Get in shape and build muscle tone! Implement individualized weight training programs to meet specific muscular fitness needs. Increase lean body tissue, reduce body fat, improve bone density, and develop firmer, more efficient muscles for enhanced appearance and performance. Utilize weight resistance bands and free weights. TWA
Course: LLI037 19.2 Hours
Germantown Campus
CRN#: 15879 23 Sessions T R
5/26-8/11 9-9:50 a.m.

Tai Chi for Physical and Mental Well-being—Summer Fitness
It is common knowledge that exercise is beneficial to both physical and mental health. While there are many forms of gentle exercise practiced today, tai chi, an ancient Chinese tradition, is widely popular and beneficial. In this course, you will learn a variety of graceful, slow movements performed in a focused manner and accompanied by deep breathing. These low impact movements put minimal stress on muscles and joints. Some of tai chi benefits are: decreased stress, anxiety and depression; increased energy, stamina, flexibility, and balance; lower blood pressure; and enhanced quality of sleep. TWA
Course: LLI277 6 Hours
Rockville Campus
CRN#: 46133 6 Sessions W
6/3-7/15 10-11 a.m.

Would you like to teach for the Lifelong Learning Institute?
Please contact Natasha Sacks for details.
240-567-1828
natasha.sacks@montgomerycollege.edu

Please register early!
Class cancellations are processed at least a week before the start date due to low enrollments.

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.
Coaching and Mediation

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

Course: MGT502 15 Hours
$300 + $369 fee = $669; NMR add $300
Gaithersburg Business Training Center
CRN#: 46172 2 Sessions S
6/20-6/27 8:30 a.m.-4:30 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.

Coaching Skills for Managers and Team Leaders
Coaching is one of the most valued management skills in organizations today. By utilizing coaching techniques, managers of all levels gain the ability to deal with a wide variety of performance issues. The result of effective coaching includes improved employee productivity, loyalty, and cooperation. By the end of this course, you and your employees will be able to set better goals, use coaching to provide focus producing better results faster, implement coaching techniques to encourage innovation and creative solutions, foster a sense of ownership and personal satisfaction in a job well done, generate motivation and enthusiasm, and facilitate a sense of ownership and personal satisfaction in a job well done, generate motivation and enthusiasm, and facilitate a more effective performance improvement discussion when dealing with challenging personnel issues. TWA.

Course: MGT590 6 Hours
$170 + $89 fee = $259; NMR add $140
Gaithersburg Business Training Center
CRN#: 16063 1 Session S
8/15 9 a.m.-3:30 p.m.

Introduction to Coaching
If you seek to inspire and motivate others, then coaching may be the skill set for you. This emerging field draws on numerous communication approaches and techniques you can use to support others in achieving short and long-term goals by developing a positive approach to all areas of their lives. In this experiential 3 1/2 hour introductory session, we will discuss what coaching is—and isn’t—distinguishing coaching from mentoring, consulting, therapy, training and athletic development, coaching core beliefs, qualities of an effective coach and the essential components of all coaching interventions. Additionally, the Montgomery College Coaching Certificate Program, the International Coach Federation (ICF) coach credentialing process and the latest trends in the coaching industry will be addressed.

Course: MGT488 3.5 Hours
$50 + $59 fee = $109; NMR add $120
Gaithersburg Business Training Center
CRN#: 46210 1 Session S
6/6 9:30 a.m.-1:30 p.m.

Successful Delegation: Achieving Results through Others
Delegating effectively is a critical skill that a manager or team lead should master for success on the job. It reduces a manager’s workload and develops employees’ skills, knowledge, job satisfaction and commitment to the organization if handled correctly. Mastering delegation is also a key skill for those who want to advance to higher levels of management opportunities within an organization. Learn how to identify why managers fail to delegate; examine the concepts of responsibility, authority, and accountability; learn and apply the four major steps in the delegation process; examine the common mistakes made during the delegation process; decide what to delegate and how to do it successfully; match delegated tasks with abilities and avoid reverse delegation; recognize the types of responsibilities that can’t be delegated; and learn how to monitor progress without over managing.

Course: MGT265 6 Hours
$170 + $89 fee = $259; NMR add $140
Gaithersburg Business Training Center
CRN#: 15758 1 Session S
8/8 9 a.m.-3:30 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.
Conflict Management / Mediation

40-Hour Basic Mediation Course

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

Course: MGT315 40 Hours
$425 + $500 fee = $925; NMR add $400
Germantown Campus
CRN#: 46171 5 Sessions F S U
6/12-6/21 8:30 a.m.-5:30 p.m.

Human Resources

SHRM Essentials® of Human Resources

Human resource issues impact every company in some way. That’s why it’s important to understand the fundamental issues surrounding HR today. This course provides an introductory overview of the human resource function. Whether you are new to HR or if HR is one of many roles you fulfill at your company, this course covers the key HR topics you need to know: human resource management, employment law, recruitment and selection, compensation and benefits, employee development, and performance management. This course qualifies for 18 recertification hours upon completion. TWA.

Course: MGT352 18 Hours
$260 + $335 fee = $595; NMR add $250
Gaithersburg Business Training Center
CRN#: 15945 6 Sessions R
7/9-8/13 6:30-9:30 p.m.

Get Your Groove Back: 6-Hr Mediation Refresher

Has it been a while since you took your 40-Hour Basic Mediation course since you last mediated? Need a boost to your mediation mojo? Then this 6-hour course is for you! After a brief review of the steps in the mediation process, the instructors will lead you through a variety of exercises and role plays designed to refresh your mediation skills. Emphasis will be placed on reflective listening, brainstorming, and getting past impasse. Included in this course is a two-hour section on mediator ethics that meets the Maryland requirement for annual ethics training. Pre-requisite: 40-Hour Basic Mediation course/training. TWA.

Course: MGT568 6 Hours
$104 + $115 fee = $219; NMR add $140
Rockville Campus
CRN#: 46173 1 Session S
5/30 9 a.m.-4 p.m.

Management and Leadership

Certified Internal Auditor (CIA) Exam Prep: Part III—Internal Audit Business Knowledge

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

Course: MGT955 16 Hours
$400 + $455 fee = $855; NMR add $400
Distance Learning
CRN#: 16064 8 Sessions M W
8/3-8/26 7-9 p.m.

Disney’s Approach to Leadership Excellence

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

Course: MGT263 8 Hours
$150 + $349 fee = $499; NMR add $10
Germantown Campus
CRN#: 46037 1 Session F
5/29 8 a.m.-4:30 p.m.
Performing Arts

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

Dance

Dance: Introduction Co-L
An examination of dance as an art form and means of multicultural expression, ritual, and tradition. Learn the practices, philosophies, terminologies, and styles of dance and careers in dance. The role of dance in world societies and how it relates to different cultures is explored through lectures, assigned readings, films, recordings, and experiential dance activities. TWA
Course: FLM054 37.5 Hours
$396 + $136.20 fee = $532.20; NMR add $871.20
Takoma Park/Silver Spring Campus
CRN#: 46039 15 Sessions T W R
5/26-6/25 10 a.m.-12:30 p.m.

Tap Dance—Introduction to
Learn the basics of tap dance technique as you express your inner rhythms through your feet. Shuffle, flip, and paddle and roll in simple rhythmic combinations using both structure and improvisation. Experience percussive style tap while dancing to Motown, Beatles and Stones, Reggae, and Jazz tunes. TWA
Course: PFA018 12.5 Hours
$95 + $70 fee = $165; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 15964 10 Sessions F
5/29-8/7 11:30 a.m.-12:45 p.m.
No class 7/3

Music

Guitar: Introductory Group NEW
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. Classical guitars provided, or BYO acoustic if you prefer. TWA
Course: PFA076 14 Hours
$120 + $90 fee = $210; NMR add $140
Takoma Park/Silver Spring Campus
CRN#: 15759 10 Sessions M R
7/6-8/6 1-2:24 p.m.

Introduction to West African Drums
Learn how to play traditional and contemporary drum rhythms of West Africa! In this class, you will play different drums such as dundunset, djembe, and kpanlogo. Sing and dance while learning the names of instruments and their functions in West African communities. TWA
Course: PFA019 12.5 Hours
$95 + $70 fee = $165; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 15965 10 Sessions M
6/1-8/10 7-8:15 p.m.
No class 7/1

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: PFA060 20 Hours
$155 + $105 fee = $260; NMR add $140
Rockville Campus
CRN#: 15974 10 Sessions R
5/28-8/6 6:30-8:30 p.m.
No class 7/2

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.

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

Renn Fest Costume Workshop
Create a Renaissance costume in time for Renn Fest! The Renaissance spanned four centuries and kicked off a cultural revolution that included art, music, science, and religion. But most importantly it kicked off a time in history when the clothing finally got interesting! Learn how to create a customized Renaissance costume by researching costumes, practicing different sewing techniques, following sewing patterns, and putting it all together to create a look perfect for the Renn Fest. Students will sew a cloak or other garment and learn how to create accessories and modify existing clothes to create a renaissance wardrobe. TWA

Course: PFA036 12.5 Hours
$95 + $70 fee = $165; NMR add $120
Takoma Park/Silver Spring Campus
CRN#: 15972 5 Sessions R
7/9-8/6 7-9:30 p.m.

Stand-up Comedy: Introduction
Ever wanted to give stand-up comedy a try? Learn to use your life experiences to create an original 3-minute comedy routine. The course will cover comedy-writing basics and comedic style in a fun, interactive, and supportive atmosphere. Bring something to write on and record with (like a smartphone) to the first class. TWA

Course: PFA075 2 Hours
$70 + $50 fee = $120; NMR add $120
Rockville Campus
CRN#: 46263 3 Sessions W
5/27-6/10 6:30-9:30 p.m.

Summer Dinner Theatre Co-L
Become part of a musical theater production! In this intensive 11-week course, we present two major musicals, give 12 public performances, and serve more than 5,000 meals. Our shows for 2020 will be The Addams Family and Cabaret. We look for students who are talented, willing to work hard, and have some theatrical experience. Although Summer Dinner Theatre is a college-level course, we encourage talented high school students, aged 16 and above, and interested community members to audition as performers or interview as technicians. Scholarships are available. Students can earn back some of the tuition costs through a work option by working as greeters and hosts during the dinner portion of the evening. Please visit www.montgomerycollege.edu/sdt for complete information and the student calendar. Auditions for performers and interviews for technical positions will be held Friday, Saturday, and Sunday, May 8, 9, and 10, with callbacks on May 16. You must audition and/or interview prior to registering for class. Students will be told specific day(s) and time(s) for callbacks. Classes and rehearsals are held Monday through Friday in the evening with additional rehearsals scheduled on weekends before public performances begin. Public performances will be on weekends, June 19-28 and July 17-26. Summer Dinner Theatre is held in the Theatre Arts Building on the Rockville Campus. To apply, go to our website www.montgomerycollege.edu/sdt. There you will find a complete list of internships offered, the calendar, and information on how to go through the application process.

Course: SDT001 50 Hours
$399 + $80 fee = $479; NMR add $80
Rockville Campus
CRN#: 46300 52 Sessions M T W R F
5/26-7/24 2-11 p.m.
No class 5/25, 7/3

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
Takoma Park/Silver Spring Campus
CRN#: 46046 1 Session T
6/9 7-9 p.m.

Summer Dinner Theatre Internship
The Summer Dinner Theatre Internship Program is a mentorship program where interns have the opportunity to learn from top Washington D.C. theatre professionals in and educational environment that focuses on producing musical theatre in a dinner theatre setting. In this intensive 12-week course, we present two major musicals, give 12 public performances, and serve more than 5,000 meals. Our shows for 2020 will be The Addams Family and Cabaret. SDT offers paid internships in administrative, artistic, and technical fields including but not limited to: production coordinator; carpentry; direction; choreography; and scenic lighting, costume, sound, and prop design. We are looking for students who are talented, willing to work hard, and have completed one year of college. All internships begin May 18th and end on July 31st. Weekly work hours are Monday through Friday beginning at 2 p.m. with additional work days on some weekends before public performances begin. Public performances will be on weekends, June 19-28 and July 17-26. Summer Dinner Theatre is held in the Theatre Arts Building on the Rockville Campus. To find a complete list of internships offered, the calendar, and information on how to go through the application process, visit www.montgomerycollege.edu/sdt. There you will find a complete list of internships offered, the calendar, and information on how to go through the application process.

Course: SDT004 50 Hours
$399 + $80 fee = $479; NMR add $80
Rockville Campus
CRN#: 46300 52 Sessions M T W R F
5/18-7/30 2-11 p.m.

AUDITIONS THIS SPRING FOR SUMMER DINNER THEATRE! Summer 2020 shows will be The Addams Family and Cabaret.
Auditions start May 8.
See course listing for details.

Take your first steps on the road to being a rockstar!
Learn melody and rhythm guitar styles. See course on page 54.
Investing in the Thrift Savings Plan When Working and Retired
Are you a Federal Government employee or retired from federal service? Do you understand the ins and outs of the Thrift Savings Plan (TSP)? Learn about the differences in TSP investment funds, tax considerations, the Roth TSP option, short-term and long-term considerations, and withdrawal options. Discuss required minimum distributions and the Life Annuity option. This course is only relevant to TSP participants or Federal employees considering participation.

**Course: PRF155  3 Hours**
$20 + $20 fee = $40; NMR add $30
**Rockville Campus**
CRN#: 15988  1 Session  W 7/8  6:30-9:30 p.m.

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

**Course: PRF150  4 Hours**
$20 + $20 fee = $40; NMR add $30
**Rockville Campus**
CRN#: 15987  2 Sessions  W 8/5-8/12  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 pension and withdrawal options. Discuss required monetary streams, and invest.

**Course: PRF165  4 Hours**
$25 + $57 fee = $82; NMR add $50
**Takoma Park/Silver Spring Campus**
CRN#: 46272  2 Sessions  W 5/14-5/21  1-3 p.m.

**Sherwood High School**
CRN#: 46273  2 Sessions  R 6/4-6/11  1-3 p.m.

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

**Course: PRF150  4 Hours**
$20 + $20 fee = $40; NMR add $30
**Rockville Campus**
CRN#: 15987  2 Sessions  W 8/5-8/12  6:30-8:30 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
**Rockville Campus**
CRN#: 46126  1 Session  M 6/8  6:30-9:30 p.m.

Please register early!
Class cancellations are processed at least a week before the start date due to low enrollments.
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

Germantown Campus
CRN#: 46361 2 Sessions T
5/12-5/19 6:30-9:30 p.m.
CRN#: 46360 2 Sessions R
5/14-5/21 6:30-9:30 p.m.

Rockville Campus
CRN#: 46362 2 Sessions W
5/13-5/20 6:30-9:30 p.m.

Bethesda-Cheyvy Chase High School
CRN#: 46363 2 Sessions R
5/14-5/21 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

Rockville Campus
CRN#: 15980 2 Sessions W
7/22-7/29 6:30-9 p.m.

Understanding How to Invest Wisely
Do you know why investing in so important? Are you interested in investing but don’t know how to start? Discuss the basics of investing and why it is important to start investing early. Learn how safe investing can mean a big difference for retirement. Examine the importance of starting to save and invest early and the basics of investing, including where to find resources to help you get started. Explore different kinds of investment products, the potential risks and benefits of investing, and how fees can impact portfolio performance.

Course: PRF163 2 Hours
$20 + $15 fee = $35; NMR add $30

Rockville Campus
CRN#: 46266 1 Session R
6/18-6/19 1:30-3:30 p.m.

Wealth Creation Today NEW
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

Rockville Campus
CRN#: 46268 2 Sessions W
5/13-5/20 6:30-9:30 p.m.
CRN#: 46270 2 Sessions R
5/14-5/21 6:30-9:30 p.m.

Wills and Estates
Take a deep dive into personal estate planning. Learn about the real differences between wills and revocable trusts; why everyone always needs a power of attorney and health care directives; and what it really means to go through Maryland probate (and how to avoid that if appropriate). Topics include the use (and misuse) of revocable living trusts, the pros, cons and dangers of joint ownership, the right way to make and receive gifts (and why there is a very wrong way), and the impact of the Federal estate tax and Maryland’s two separate death taxes on your estate. TWA

Course: PRF160 6 Hours
$60 + $75 fee = $135; NMR add $120

Rockville Campus
CRN#: 16086 2 Sessions W
7/8-7/15 6:30-9:30 p.m.

Westfield South
CRN#: 46265 2 Sessions R
6/18-6/25 6:30-9:30 p.m.
Project Management

Project Management Fundamentals

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

Course: PMC013  36 Hours
$597 + $348 fee = $945; NMR add $400
Rockville Campus
CRN#: 46252  6 Sessions  W S
5/6-5/23  6-10 p.m. (W)
8:30 a.m.-5 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 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#: 46244  3 Sessions  S
5/30-6/13  8:30 a.m.-5 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
Rockville Campus
CRN#: 46249  8 Sessions  W S
5/27-6/20  6-10 p.m. (W)
8:30 a.m.-5 p.m. (S)

Real Estate Licensure

Basic Real Estate Principles and Practices for Salespersons

Real Estate Salespersons; all topics relevant to the industry and exams will be covered. A course exam is administered on the last day of class; students must pass EACH exam by a minimum of 70%. All 60 hours must be attended and students are allotted two exam retakes (at a cost) should the exams not be passed on the first try. TEXTBOOKS REQUIRED ON THE FIRST DAY OF CLASS: Modern Real Estate Practice 20th edition, Maryland Real Estate Practice and Law 15th edition, and Study Guide. Guide to Passing the PSI Real Estate Exam is not required but suggested and can be purchased AFTER both exams have been passed; all are available at Campus Bookstores. TWA

Course: REB010  60 Hours
$230 + $149 fee = $379; NMR add $160
Rockville Campus
CRN#: 16065  10 Sessions  S U
7/11-8/9  9 a.m.-3:30 p.m.

Westfield South
CRN#: 46296  15 Sessions  M W
5/6-6/29  5:30-9:30 p.m.
No class 5/25

Retest

You will engage in a retake of the Maryland law and/or General knowledge exam in order to be approved to take the PSI Real Estate Professional Licensure Certification exam. Testing period for the Maryland exam is one hour; two hours for the General knowledge exam. Exams are graded within one week, if successfully passed, records are submitted to PSI.

Course: REB142  3 Hours
$15 + $15 fee = $30; NMR add $30
Gaithersburg Business Training Center
CRN#: 46276
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 the cockpit, the airport, the runway, review of preflight checklists and much more!

Course: SFT086 5 Hours
$25 + $24 fee = $49; NMR add $30

Gaithersburg Business Training Center
CRN#: 46293 1 Session S
5/9 9 a.m.-12 p.m. (GBTC)
1-3 p.m. (Davis 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. TWA

Course: CDL116 9 Hours
$50 + $55 fee = $105; NMR add $120

Gaithersburg Business Training Center
CRN#: 46317 3 Sessions T R S
5/5-5/9 6-9 p.m. (T R)
9 a.m.-12 p.m. (S)

CRN#: 16106 3 Sessions T R S
7/7-7/11 6-9 p.m. (T R)
9 a.m.-12 p.m. (S)

Takoma Park/Silver Spring Campus
CRN#: 46319 3 Sessions T R S
5/19-5/23 6-9 p.m. (T R)
9 a.m.-12 p.m. (S)

CDL B P & S TIP
Get prepared and licensed for a career in transportation! You can become a school bus driver, motor coach operator, dump truck operator and delivery services professional, all with a Class B Commercial Driver’s License! This course is designed to teach the skills necessary to pass the Maryland MVA CDL B w/P&S Exam. One transport to Gaithersburg MVA and one MVA exam is included in price pending safety pass authorization from instructor. Students must have DOT, LP (CDL B w/P&S), DOT drug & alcohol referral. All materials included. Program approval required for registration. Call for requirements and to schedule 240-567-1895. TWA

Course: CDL109 70 Hours
$1,205 + $995 fee fee = $2,200; NMR add $1,050
Flexible schedule

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

Driver Education

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. TWA

Course: SFT043 36 Hours
$244 + $130 fee fee = $374; NMR add $160

Gaithersburg Business Training Center
CRN#: 16068 10 Sessions M T W R F
7/27-8/7 6-9 p.m. (M T W R)
1-4 p.m. (F)

Germantown Campus
CRN#: 46305 10 Sessions M T W R F
6/17-6/30 6-9 p.m.

Rockville Campus
CRN#: 46302 10 Sessions M T W R F
6/17-6/30 9 a.m.-12 p.m.

CRN#: 46303 10 Sessions M T W R F
6/17-6/30 6-9 p.m.

CRN#: 16067 10 Sessions M T W R F
7/6-7/17 6-9 p.m.

CRN#: 16069 10 Sessions M T W R F
8/3-8/14 6-9 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 2 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/driveredspecialneeds.html. Behind the Wheel (BTW) 6 hours to be scheduled in class. If you need an accommodation based on a disability please contact Natalie Martinez, Disability Support Services Counselor at 240-567-4118. TWA

Course: SFT079 36 Hours
$278 + $157 fee = $435; NMR add $225

Rockville Campus
CRN#: 46333 16 Sessions M T W R F
6/17-6/30 1-4 p.m.
CRN#: 16088 22 Sessions M T W R F
8/3-8/14 9 a.m.-12 p.m.

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.isai-herrera@montgomerycollege.edu.

2-Hour DILCourse: SFT034
$75 + $25 fee fee = $100; NMR add $120

4-Hour DILCourse: SFT035
$157 + $43 fee fee = $200; NMR add $140

6-Hour DILCourse: SFT036
$239 + $61 fee fee = $300; NMR add $160

10-Hour DILCourse: SFT040
$325 + $100 fee fee = $425; NMR add $225

20-Hour DILCourse: SFT042
$700 + $125 fee 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. TWA

Course: SFT044 10 Hours
$90 + $35 fee fee = $125; NMR add $120

Rockville Campus
CRN#: 16071 3 Sessions M T W
7/6-7/8 5-8:20 p.m.

6-Hour Behind the Wheel
This MVA 6-hour Behind the Wheel course is designed for students who have completed the classroom portion of Driver Education at another school. You MUST provide the completion form from the other school in order to register for this course. To register, please contact us at alejandra.isai-herrera@montgomerycollege.edu.

Course: SFT007
$192 + $48 fee fee = $240; NMR add $140

Flexible schedule

Motorcycle Safety

Advanced Rider Course (ARC)
This one day course complements your basic skills and helps with personal risk assessment. It is an all day class consisting of approximately three hours of classroom activities and five hours of riding time. Interactive activities to improve perception and hazard awareness and range exercises to enhance both basic operating skills and crash-avoidance skills will be practiced. All participants are expected to use their personal motorcycle. Personal motorcycles must be street legal, in good operating condition and must pass a routine pre-ride check given as part of the course. Riders must assume all liability for the use of their motorcycle in the course. Student must present proof of license and insurance.

Course: SFT013 8 Hours
$100 + $50 fee fee = $150; NMR add $120

Gaithersburg Business Training Center
CRN#: 16066 2 Sessions S
7/25 8:30 a.m.-5:30 p.m.

Montgomery College Spring/Summer 2020 Safety Contract Training

- April 20-24 Safety Management Techniques
- April 22 National Safety Council’s 4-hour Defensive Driving Course
- May 11-14 OSHA 6005, Collateral Duty for Other Federal Agencies
- May 20 Alive at 25
- June 22-26 Fundamentals of Risk Management Certificate
- July 6-8 National Safety Council-First Aid, CPR, AED Instructor
- July 9-10 National Safety Council-Emergency Preparedness Train the Trainer
- August 3-7 Safety Training Methods

To Register for Montgomery College Safety Training Classes visit: https://chesapeakesc.org

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

<table>
<thead>
<tr>
<th>CRN#</th>
<th>Sessions</th>
<th>Dates</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>16080</td>
<td>3</td>
<td>7/21-7/23</td>
<td>8:45 a.m.-3 p.m. (T)</td>
</tr>
<tr>
<td>46302</td>
<td>3</td>
<td>5/27-5/31</td>
<td>7:45 a.m.-1 p.m. (S)</td>
</tr>
<tr>
<td>16079</td>
<td>3</td>
<td>5/10-5/14</td>
<td>3-9 p.m. (R)</td>
</tr>
<tr>
<td>46320</td>
<td>3</td>
<td>5/31-6/4</td>
<td>3-9 p.m. (T)</td>
</tr>
<tr>
<td>16081</td>
<td>3</td>
<td>6/4-6/7</td>
<td>3-9 p.m. (R)</td>
</tr>
<tr>
<td>46321</td>
<td>3</td>
<td>6/11-6/14</td>
<td>7:45 a.m.-1 p.m. (S)</td>
</tr>
<tr>
<td>16082</td>
<td>3</td>
<td>6/18-6/20</td>
<td>7:45 a.m.-1 p.m. (S)</td>
</tr>
</tbody>
</table>

**Basic RiderCourse—Skill Practice**
The Basic RiderCourse—Skill Practice is a five hour on-cycle program consisting of select BRC riding exercises. It is designed for riders who have participated, or have been unsuccessful, in a BRC to practice the basic riding skills, whether or not they were successful in the regular BRC. There is no formal classroom instruction. Motorcycles and helmets are provided for your use. Completion of this course does not earn you a license test waiver, and will not qualify you for an insurance discount. **Prerequisite: Basic Rider Course (BRC) within the last calendar year. Students will be required to provide proof of previous registration before being eligible for scheduling. TWA**

<table>
<thead>
<tr>
<th>Course: SFT088</th>
<th>Hours</th>
<th>Dates</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>16089</td>
<td>5</td>
<td>7/26</td>
<td>8 a.m.-2 p.m.</td>
</tr>
</tbody>
</table>

**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

<table>
<thead>
<tr>
<th>Course: SFT064</th>
<th>Hours</th>
<th>Dates</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>46320</td>
<td>3</td>
<td>4/30-5/3</td>
<td>3-9 p.m. (R)</td>
</tr>
<tr>
<td>46322</td>
<td>4</td>
<td>5/6-5/10</td>
<td>5:45-9 p.m. (W R)</td>
</tr>
<tr>
<td>46324</td>
<td>3</td>
<td>5/12-5/17</td>
<td>3-9 p.m. (T)</td>
</tr>
<tr>
<td>46325</td>
<td>3</td>
<td>5/14-5/17</td>
<td>12:45-6 p.m. (S U)</td>
</tr>
<tr>
<td>46327</td>
<td>3</td>
<td>5/26-5/28</td>
<td>8:45 a.m.-3 p.m. (T)</td>
</tr>
<tr>
<td>46310</td>
<td>4</td>
<td>5/27-5/31</td>
<td>7:45 a.m.-1 p.m. (W R)</td>
</tr>
<tr>
<td>46311</td>
<td>3</td>
<td>6/4-6/7</td>
<td>3-9 p.m. (R)</td>
</tr>
<tr>
<td>46313</td>
<td>3</td>
<td>6/9-6/14</td>
<td>7:45 a.m.-1 p.m. (S U)</td>
</tr>
<tr>
<td>46316</td>
<td>3</td>
<td>6/11-6/14</td>
<td>12:45-6 p.m. (S U)</td>
</tr>
<tr>
<td>46329</td>
<td>3</td>
<td>6/23-6/26</td>
<td>8:45 a.m.-3 p.m. (T)</td>
</tr>
<tr>
<td>46318</td>
<td>3</td>
<td>6/25-6/28</td>
<td>3-9 p.m. (R)</td>
</tr>
<tr>
<td>46324</td>
<td>3</td>
<td>7/12-7/17</td>
<td>7:45 a.m.-1 p.m. (S U)</td>
</tr>
<tr>
<td>46307</td>
<td>4</td>
<td>7/15-7/19</td>
<td>5:45-9 p.m. (W R)</td>
</tr>
<tr>
<td>46308</td>
<td>3</td>
<td>7/21-7/23</td>
<td>7:45 a.m.-1 p.m. (W R)</td>
</tr>
<tr>
<td>46309</td>
<td>3</td>
<td>7/30-8/2</td>
<td>3-9 p.m. (R)</td>
</tr>
<tr>
<td>16080</td>
<td>3</td>
<td>8/6-8/9</td>
<td>3-9 p.m. (R)</td>
</tr>
</tbody>
</table>

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

**Gaithersburg Business Training Center**
CRN#: 46336 1 Session U 6/4-6/22 5-8 p.m. (R) 7:45 a.m.-1 p.m. (S U)

**Basic RiderCourse 2-Skill Practice**
This Basic RiderCourse 2 Skill Practice is a half-day on-cycle program consisting of riding exercise only and there is no testing. It is for riders who currently possess a motorcycle license and own a motorcycle. There is no formal classroom instruction. Riders use their personal motorcycle in this class. It is a perfect way for you to practice and refresh your riding skills. Before class you must present a valid motorcycle license and proof of insurance. TWA

<table>
<thead>
<tr>
<th>Course: SFT089</th>
<th>Hours</th>
<th>Dates</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>16089</td>
<td>5</td>
<td>7/26</td>
<td>8 a.m.-2 p.m.</td>
</tr>
</tbody>
</table>

**American Pre-Academic and Professional ESL—Animal Care and Veterinary Assistant**

**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**

<table>
<thead>
<tr>
<th>Course: SFT064</th>
<th>Hours</th>
<th>Dates</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>46320</td>
<td>3</td>
<td>4/30-5/3</td>
<td>3-9 p.m. (R)</td>
</tr>
<tr>
<td>46322</td>
<td>4</td>
<td>5/6-5/10</td>
<td>5:45-9 p.m. (W R)</td>
</tr>
<tr>
<td>46324</td>
<td>3</td>
<td>5/12-5/17</td>
<td>3-9 p.m. (T)</td>
</tr>
<tr>
<td>46325</td>
<td>3</td>
<td>5/14-5/17</td>
<td>12:45-6 p.m. (S U)</td>
</tr>
<tr>
<td>46327</td>
<td>3</td>
<td>5/26-5/28</td>
<td>8:45 a.m.-3 p.m. (T)</td>
</tr>
<tr>
<td>46310</td>
<td>4</td>
<td>5/27-5/31</td>
<td>7:45 a.m.-1 p.m. (W R)</td>
</tr>
<tr>
<td>46311</td>
<td>3</td>
<td>6/4-6/7</td>
<td>3-9 p.m. (R)</td>
</tr>
<tr>
<td>46313</td>
<td>3</td>
<td>6/9-6/14</td>
<td>7:45 a.m.-1 p.m. (S U)</td>
</tr>
<tr>
<td>46316</td>
<td>3</td>
<td>6/11-6/14</td>
<td>12:45-6 p.m. (S U)</td>
</tr>
<tr>
<td>46329</td>
<td>3</td>
<td>6/23-6/26</td>
<td>8:45 a.m.-3 p.m. (T)</td>
</tr>
<tr>
<td>46318</td>
<td>3</td>
<td>6/25-6/28</td>
<td>3-9 p.m. (R)</td>
</tr>
<tr>
<td>16075</td>
<td>3</td>
<td>7/7-7/12</td>
<td>7:45 a.m.-1 p.m. (S U)</td>
</tr>
<tr>
<td>16076</td>
<td>3</td>
<td>7/9-7/12</td>
<td>3-9 p.m. (R)</td>
</tr>
<tr>
<td>46307</td>
<td>4</td>
<td>7/15-7/19</td>
<td>5:45-9 p.m. (W R)</td>
</tr>
<tr>
<td>46308</td>
<td>3</td>
<td>7/21-7/23</td>
<td>7:45 a.m.-1 p.m. (W R)</td>
</tr>
<tr>
<td>16079</td>
<td>3</td>
<td>7/30-8/2</td>
<td>3-9 p.m. (R)</td>
</tr>
<tr>
<td>16080</td>
<td>3</td>
<td>8/6-8/9</td>
<td>3-9 p.m. (R)</td>
</tr>
</tbody>
</table>

Continued next page
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
14 Firstfield Rd Driving Range
CRN#: 46422 1 Session S 5/2 1-6 p.m.
CRN#: 46365 1 Session S 6/20 1-6 p.m.

CLEP: An Inexpensive Way to Translate Knowledge into College Credit
Montgomery College’s Gaithersburg Business Training Center is a national testing site for CLEP, the College-Level Examination Program. CLEP is a way to receive credit for what you already know by earning qualifying scores on any of the 33 exams that are offered.
CLEP Exam Test Dates:
Friday 5/1 CRN#: 46256
Thursday 5/14 CRN#: 46258
Friday 6/5 CRN#: 46423
Thursday 6/18 CRN#: 46424
Friday 7/10 CRN#: 16146
Thursday 7/23 CRN#: 16147
Friday 7/31 CRN#: 16148
Friday 8/7 CRN#: 16149
Friday 8/14 CRN#: 16150
For more information on CLEP including test subjects, registration forms, and costs, please visit www.montgomerycollege.edu/clep or call 240-567-1862.
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.

Course: TPR047 4 Hours
$45 + $50 fee = $95; NMR add $50

Germantown Campus
CRN#: 46231 1 Session M
5/18-5/18 4-8 p.m.
CRN#: 15982 1 Session R
7/16-7/16 4-8 p.m.

Rockville Campus
CRN#: 46232 1 Session S
6/20-6/20 10 a.m.-2 p.m.
CRN#: 46233 1 Session W
6/24-6/24 10 a.m.-2 p.m.
CRN#: 15981 1 Session W
7/1-7/1 10 a.m.-2 p.m.
CRN#: 15985 1 Session T
7/28-7/28 3-7 p.m.
CRN#: 15989 1 Session S
8/8-8/8 10 a.m.-2 p.m.

Takoma Park/Silver Spring Campus
CRN#: 46230 1 Session S
5/9-5/9 10 a.m.-2 p.m.
CRN#: 15978 1 Session S
7/18-7/18 10 a.m.-2 p.m.
CRN#: 15986 1 Session S
8/1-8/1 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.

Course: TPR045 4 Hours
$45 + $50 fee = $95; NMR add $50

Germantown Campus
CRN#: 46218 1 Session M
5/18-5/18 4-8 p.m.
CRN#: 15961 1 Session R
7/16-7/16 4-8 p.m.

Rockville Campus
CRN#: 46219 1 Session S
6/20-6/20 10 a.m.-2 p.m.
CRN#: 46220 1 Session W
6/24-6/24 10 a.m.-2 p.m.
CRN#: 16097 1 Session W
7/1-7/1 10 a.m.-2 p.m.
CRN#: 16130 1 Session T
7/28-7/28 3-7 p.m.
CRN#: 15963 1 Session S
8/8-8/8 10 a.m.-2 p.m.

Takoma Park/Silver Spring Campus
CRN#: 46216 1 Session S
5/9-5/9 10 a.m.-2 p.m.
CRN#: 16098 1 Session S
7/18-7/18 10 a.m.-2 p.m.
CRN#: 16131 1 Session S
8/1-8/1 10 a.m.-2 p.m.

Placement Test Preparation—Writing
Prepare for the writing section of the Accuplacer placement test. You will complete a diagnostic on campus and then follow a prescribed set of online lessons offered through My Foundations Lab. Skills to be addressed include sentence structure, parts of speech, subject-verb agreement and modifiers.

Course: TPR046 4 Hours
$45 + $50 fee = $95; NMR add $50

Germantown Campus
CRN#: 46225 1 Session M
5/18-5/18 4-8 p.m.
CRN#: 15969 1 Session R
7/16-7/16 4-8 p.m.

Rockville Campus
CRN#: 46402 1 Session S
6/20-6/28 10 a.m.-2 p.m.
CRN#: 46372 1 Session W
6/24-6/24 10 a.m.-2 p.m.
CRN#: 15967 1 Session W
7/1-7/1 10 a.m.-2 p.m.
CRN#: 15971 1 Session T
7/28-7/28 3-7 p.m.
CRN#: 15973 1 Session S
8/8-8/8 10 a.m.-2 p.m.

Takoma Park/Silver Spring Campus
CRN#: 46223 1 Session S
5/9-5/9 10 a.m.-2 p.m.
CRN#: 15970 1 Session S
7/18-7/18 10 a.m.-2 p.m.
CRN#: 16132 1 Session S
8/1-8/1 10 a.m.-2 p.m.

Praxis Preparation

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

Course: TPR042 16 Hours
$165 + $80 fee = $245; NMR add $140

Rockville Campus
CRN#: 46216 4 Sessions U
5/17-6/14 9 a.m.-1 p.m.
No class 5/24
CRN#: 15957 8 Sessions M T W R
7/13-7/23 6:30-8:30 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#: 46213 4 Sessions S U
6/20-6/28 10 a.m.-2 p.m.
CRN#: 16096 4 Sessions S U
8/1-8/9 10 a.m.-2 p.m.
SAT Preparation

This course will teach you how to attack the SAT...and win! You will become familiar with SAT questions, develop test-taking strategies, manage test panic, increase your confidence and speed, and get a review of test content. Textbook required at first class and is available for purchase at campus bookstores. TWA

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

Germantown Campus
CRN#: 46282 8 Sessions M T W R 6/22-7/2 8:30 a.m.-12:30 p.m.
CRN#: 16016 8 Sessions M T W R 7/13-7/23 8:30 a.m.-12:30 p.m.
CRN#: 16027 8 Sessions M T W R 8/3-8/13 8:30 a.m.-12:30 p.m.

Rockville Campus
CRN#: 46279 8 Sessions M T W R 6/22-7/2 8:30 a.m.-12:30 p.m.
CRN#: 46280 8 Sessions M T W R 6/22-7/2 1-5 p.m.
CRN#: 16021 8 Sessions M T W R 7/13-7/23 8:30 a.m.-12:30 p.m.
CRN#: 16023 8 Sessions S U 7/18-8/9 9 a.m.-1 p.m.
CRN#: 16024 12 Sessions T W R 7/21-8/13 5-7:40 p.m.
CRN#: 16025 8 Sessions M T W R 8/3-8/13 8:30 a.m.-12:30 p.m.

Takoma Park/Silver Spring Campus
CRN#: 46281 8 Sessions M T W R 6/22-7/2 8:30 a.m.-12:30 p.m.
CRN#: 16022 8 Sessions M T W R 7/13-7/23 8:30 a.m.-12:30 p.m.
CRN#: 16028 8 Sessions M T W R 8/3-8/13 8:30 a.m.-12:30 p.m.

SAT Preparation: Critical Reading and Writing

This course is to prepare students to take the critical reading and writing sections of the SAT. It is intended to strengthen test-taking skills by focusing on familiarization with SAT-type questions, developing test-taking strategies, managing test panic, and increasing confidence and speed. A review of test content includes reading comprehension, grammar and essay writing. Practice with real, timed SAT test sections is an integral part of the course. Textbook required at first class and is available for purchase at campus bookstores. TWA

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

Rockville Campus
CRN#: 16056 5 Sessions M T W R F 8/10-8/14 9 a.m.-12:36 p.m.

SAT Preparation: Math

This course will prepare you for the math portion of the SAT. It is intended to strengthen test-taking skills by focusing on familiarization with SAT-type math questions, developing test-taking strategies, managing test panic, increasing confidence and speed. A review of test content includes basic math, algebra, geometry, data analysis, statistics and probability. Practice with real, timed SAT test sections is an integral part of the course. Textbook required at first class and is available for purchase at the Rockville Campus bookstore. TWA

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

Rockville Campus
CRN#: 16056 5 Sessions M T W R F 8/10-8/14 9 a.m.-12:36 p.m.

SAT/ACT Math Fundamentals Review

This math review course is designed to augment the SAT and ACT test preparation courses. You will review basic arithmetical, algebraic and geometric concepts to more successfully participate in the SAT and ACT prep courses. Textbook is required and available for purchase at the Rockville Campus bookstore. TWA

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

Rockville Campus
CRN#: 16029 5 Sessions M T W R F 8/3-8/7 9 a.m.-12:36 p.m.

Workforce Technologies

Maker Space/Fab Lab

Have you ever seen a handmade camera assembly and wondered how it was made? Now, this is a very complex object to create however, 3D printing has made it easy for almost anyone to make their own camera assembly. In this class, you will learn how to create designs or 3D models for just about anything under the sun. Topics in this class will include machine setup, and operation, and safety procedures. Prerequisite: successful completion of the Maker Space / Fab Lab Introduction course TWA

Course: TTG563 5 Hours
$45 + $40 fee = $85; NMR add $50

Rockville Campus
CRN#: 46262 2 Sessions S 6/20-6/27 1-3:30 p.m.
CRN#: 15995 2 Sessions M 8/17-8/24 6-8:30 p.m.

Maker Space / Fab Lab Applications

This introductory course serves as a stepping-stone for students interested in the Maker Space / Fab Lab program. Students will learn current technology to develop, design, and fabricate various objects. Topics will include machine setup demonstrations, how digital files are handled and transferred to the equipment, andFab Lab safety protocol. TWA

Course: TTG561 6 Hours
$53 + $48 fee = $101; NMR add $120

Rockville Campus
CRN#: 46259 2 Sessions S 6/13-6/26 10-12:15 p.m.
CRN#: 15993 2 Sessions M 8/3-8/10 6-9:15 p.m.

Want to improve your math placement? Then get on the FAST TRACK!

For more information please contact Professor Bill Coe at william.coe@montgomerycollege.edu or visit www.montgomerycollege.edu/wdce

Room numbers will be printed on your registration receipt for classes held on our campuses. Please be sure to keep the receipt for your records.
Maker Space / Fab Lab CNC Router Applications
Have you ever seen a spectacular woodwork design and pondered upon how it came to existence? Look no further - in this class, you will learn how to make precise repeatable cuts on flat or low elevation wood or plastic projects. Topics in this class will include machine setup, and operation, and safety procedures. Prerequisite: successful completion of the Maker Space / Fab Lab Introduction course. TWA
Course: TTG562 6 Hours $53 + $48 fee = $101; NMR add $120
Rockville Campus
CRN#: 46260 2 Sessions M 6/15-6/22 6-9:15 p.m.
CRN#: 15994 2 Sessions S 8/15-8/22 9 a.m.-12:15 p.m.

Maker Space / Fab Lab Laser Cutter Applications
Are you interested in creating superior metal work, photo etching, metal laser cutting? Well, this course is designed for you because in this class, you will learn how to etch metals, plastics and other materials. Topics in this class will include machine setup, and operation, and safety procedures. Prerequisite: successful completion of the Maker Space / Fab Lab Introduction course. TWA
Course: TTG564 5 Hours $45 + $40 fee = $85; NMR add $50
Rockville Campus
CRN#: 46263 2 Sessions T 6/16-6/23 6-8:30 p.m.
CRN#: 15996 2 Sessions S 8/15-8/22 1-3:30 p.m.

Workforce Technologies

Introduction to Machining
Introduction to basic machine shop practices, including a review of the history of machine tools, safety, measurements and precision measuring tools, lay-out, blueprint reading, bench and hand tools, power saws, drill presses, lathes, and milling machines. Note: Students must furnish their own eye and ear protection devices. TWA
Course: TTG201 45 Hours $475 + $112 fee = $587; NMR add $250
Rockville Campus
CRN#: 15990 12 Sessions W 6/3-8/19 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#: 15991 12 Sessions R 6/4-8/20 6-10:05 p.m.

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. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: TTG571 56 Hours $571 + $156 fee = $727; NMR add $350
Rockville Campus
CRN#: 15997 15 Sessions S 5/16-8/29 8 a.m.-12:05 p.m.
CRN#: 15998 14 Sessions R 5/28-8/27 5:30-9:45 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. Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: TTG572 46 Hours $470 + $127 fee = $597; NMR add $250
Rockville Campus
CRN#: 15999 12 Sessions W 6/10-8/26 5:30-9:35 p.m.
No class 7/4
CRN#: 16000 12 Sessions M 6/1-8/24 5:30-9:35 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 Required: Textbooks/course materials must be purchased and brought to first class. TWA
Course: TTG573 46 Hours $470 + $286 fee = $756; NMR add $350
Rockville Campus
CRN#: 16001 12 Sessions M 6/1-8/24 5:30-9:35 p.m.
World Languages

Textbooks for World Language Classes
Most world language classes with a course code beginning with 'LAN' require textbooks. Many texts are used for more than one year of study. Text costs are in addition to course fees. Textbook titles can be found at http://www.montgomerycollege.edu/wdce/ce/languagetextbooks.html.

You may purchase your book through the Rockville Campus Bookstore. Go to www.montgomerycollege.edu/bookstores for more details about purchasing, buybacks, returns, contact information, etc.

World Language Students: Not sure of your level?
Ask yourself: If I am in a situation where I must speak the language, how well am I able to understand and be understood? Then read through the course descriptions and register for the level that seems most appropriate. When you go to the first class you may confer with the instructor and then transfer to a more appropriate level if necessary. If you need more assistance, contact Camille Cauley at camille.cauley@montgomerycollege.edu or 240-567-5515.

French

French Brush-Up I
If you have completed one or two semesters of study, or have some basic experience in French, this course is appropriate. You can refine skills already learned and get questions answered through fun, dynamic conversation and other interactive exercises. This level is not recommended if you have no prior experience with French. No textbook is required for this class; all materials will be provided by the instructor. TWA

Course: LAN088 16 Hours
$109 + $111 fee = $220; NMR add $140
Rockville Campus
CRN#: 16036 8 Sessions M W 7/6-7/29 7-9 p.m.

French Brush-Up II
If you have completed at least two years of study, this level is appropriate. Participate in fun, dynamic conversation and interactive exercises to keep your skills fresh. You will review that grammar that you just haven't quite absorbed. No textbook is required for this class; all materials will be provided by the instructor. TWA

Course: LAN089 16 Hours
$109 + $111 fee = $220; NMR add $140
Rockville Campus
CRN#: 46242 8 Sessions M W 6/2-6/25 7-9 p.m.

French Brush-Up III
If you have completed at least 3-4 years of study and have some degree of comfort and fluency in French this level is appropriate. Class is conducted exclusively in French. Participate in fun and relaxing conversation and interactive exercises to keep your skills fresh. Grammar is reviewed as needed or requested by participants. No textbook is required for this class; all materials will be provided by the instructor. TWA

Course: LAN148 16 Hours
$109 + $111 fee = $220; NMR add $140
Rockville Campus
CRN#: 46284 8 Sessions M W 6/1-6/24 7-9 p.m.

French III—Part 2
This course is a continuation of French III—Part 1. You will continue to improve in fluency as you discuss leisure activities and learn vocabulary about everyday activities. Grammar includes the stress pronouns, the imperfect, the passe compose and the two uses of the verbs to know, savoir and connaître. TWA

Course: LAN046 22 Hours
$133 + $128 fee = $261; NMR add $140
Rockville Campus
CRN#: 15876 12 Sessions M W 7/6-8/13 7-9 p.m.

Advanced French (6 weeks)
This course is designed for nonnative French speakers with an excellent command of the spoken language. Conducted exclusively in French, emphasis is placed on participation in extended topics of choice. Student oral presentations are followed by class dialogue. Grammar is reviewed as necessary. TWA

Course: LAN241 12 Hours
$95 + $70 fee = $165; NMR add $120
Bethesda-Chevy Chase Reg Serv Ctr
CRN#: 46251 6 Sessions W 5/27-7/1 12:30-2:30 p.m.

Italian

Conversational Italian for Travelers
You will want to take this course in preparation for travel in Italy. Learn just enough Italian to manage some everyday language functions. No previous Italian study is required. Grammatical points to be covered include present tense of to be and to have, some regular verbs and introduction to the past tense. Textbook is required at first class and is available for purchase at the Rockville campus bookstore. TWA

Course: LAN186 12 Hours
$85 + $90 fee = $175; NMR add $120
Rockville Campus
CRN#: 46248 6 Sessions T R 5/26-6/11 7-9 p.m.

Conversational Italian for Travelers—Part 2
This course is a continuation of Conversational Italian for Travelers. It is appropriate if you have just completed Conversational Italian for Travelers or have a little life experience or study in basic Italian. You will continue to practice basic exchanges to improve speaking and listening communication skills. Textbook is required at first class and is available for purchase at the Rockville campus bookstore. TWA

Course: LAN187 12 Hours
$85 + $90 fee = $175; NMR add $120
Rockville Campus
CRN#: 46250 6 Sessions T R 5/26-6/11 7-9 p.m.

Conversational Italian for Travelers—Part 3
This course is a continuation of Conversational Italian for Travelers—Part 2. It is appropriate if you have just completed Conversational Italian for Travelers—Part 2 or have a little life experience or study in basic Italian. You will continue to practice basic exchanges to improve speaking and listening communication skills. Textbook is required at first class and is available for purchase at the Rockville campus bookstore. TWA

Course: LAN188 12 Hours
$85 + $90 fee = $175; NMR add $120
Rockville Campus
CRN#: 46249 6 Sessions T R 5/26-6/11 7-9 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.
Spanish

Just Enough Spanish
This is a beginning course for anyone who has no experience with Spanish and wants a basic introduction. You'll learn pronunciation, basic grammar in the present tense, and vocabulary - just enough to get you started in everyday conversational exchanges. Students who wish to have a more significant foundation for further Spanish language study are encouraged to register for Spanish I-Part 1. Textbook is available through the Rockville Campus Bookstore: Learn Spanish the Fast and Fun Way, ISBN#978-1438074979. TWA

Course: LAN151 22 Hours
$133 + $128 fee = $261; NMR add $140
Rockville Campus
CRN#: 16037 12 Sessions  T R
7/7-8/13  7-9 p.m.

Spanish Brush-Up II
If you have completed at least two years of study, or have some proficiency in Spanish, this level is appropriate. Participate in fun and relaxing conversation and interactive exercises to keep your skills fresh and review that grammar that you just haven't quite absorbed. No textbook is required for this class; all materials will be provided by the instructor. TWA

Course: LAN086 16 Hours
$109 + $111 fee = $220; NMR add $140
Rockville Campus
CRN#: 46240  8 Sessions  M W
6/1-6/24  7-9 p.m.
Lawton Comm Recreation Center
CRN#: 46241 8 Sessions  T R
6/2-6/25  10 a.m.-12 p.m.

Spanish I--Part 1
This course is an introduction to spoken Spanish. You will learn introductory-level vocabulary and grammar so that you can begin to engage in practical everyday communications. Topics include greetings, polite expressions, asking and answering questions, and exchanging personal information. The present tense of regular verbs is introduced. Textbook is required. Details available at Rockville campus bookstore. TWA

Course: LAN009 22 Hours
$133 + $128 fee = $261; NMR add $140
Rockville Campus
CRN#: 46127  12 Sessions  T R
5/26-7/2  10:30 a.m.-12:30 p.m.
CRN#: 15871 12 Sessions  W
5/27-8/12  1:30-3:30 p.m.
CRN#: 15872 12 Sessions  R
5/28-8/13  7-9 p.m.
CRN#: 46128 12 Sessions  M W
6/1-7/8  7-9 p.m.

Spanish I--Part 2
This is a continuation of Spanish I-Part 1 or appropriate for those with some basic experience. Grammar topics include present tense of regular verbs (ser and estar), definite and indefinite articles, and gender and number. You will expand your vocabulary as you practice communicating basic needs and responding to questions on everyday topics. Textbook is required. Details available at Rockville Campus

Course: LAN010 22 Hours
$133 + $128 fee = $261; NMR add $140
Rockville Campus
CRN#: 46124 12 Sessions  T
5/26-8/11  10:30 a.m.-12:30 p.m.
CRN#: 16133 12 Sessions  R
5/28-8/13  7-9 p.m.
Takoma Park/Silver Spring Campus
CRN#: 16134 11 Sessions  F
5/29-8/14  1-3:10 p.m.
No class 7/3

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: LAN111 16 Hours
$109 + $111 fee = $220; NMR add $140
Rockville Campus
CRN#: 46245 8 Sessions  T R
6/2-6/25 12:30-2:30 p.m.

Spanish Through Cinema
This class is for anyone with intermediate to advanced language skills and who is able to follow either the Spanish dialogues or subtitles. Enhance your Spanish language knowledge through movies from a variety of countries. Explore regional differences in accents, cadences, as well as idioms, grammar and vocabulary. TWA

Course: LAN174 22 Hours
$190 + $135 fee = $325; NMR add $160
Rockville Campus
CRN#: 15874 12 Sessions  R
5/28-8/13  2-4 p.m.
CRN#: 15875 11 Sessions  S
5/30-8/15  10 a.m.-12:10 p.m.
No class 7/4

No class 7/3
**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. TWA

**Course: WRT207**  
15 Hours  
$190 + $60 fee = $250; NMR add $140

**Takoma Park/Silver Spring Campus**  
CRN#: 46375  
5 Sessions  
6/2-6/16  
6:15-9:15 p.m.

**Writing for Business**

**5 Simple Ways to Construct Proper Sentences**

Improving the way you build your sentences is the easiest way to increase your writing potential. In this course, you will learn strategies on how to effectively develop clear sentences, avoid repetition, enhance vocabulary and use transition words that effectively link thoughts and ideas into clear logical sentences. TWA

**Course: WRT210**  
5 Hours  
$55 + $30 fee = $85; NMR add $50

**Takoma Park/Silver Spring Campus**  
CRN#: 46277  
2 Sessions  
5/30-6/6  
9:30 a.m.-12 p.m.

**Narrative Writing**

This course is designed to teach you how to use and or improve the clarity and coherence of narrative writing that is used in different types of reports and or pleasure writing. Topics that will be covered are the major types of writing, how narrative writing is used, the writing process, basic grammar, punctuation and spelling.

**Course: WRT208**  
9 Hours  
$100 + $35 fee = $135; NMR add $120  

**Takoma Park/Silver Spring Campus**  
CRN#: 16009  
3 Sessions  
7/11-7/25  
9:30 a.m.-12:30 p.m.

**Writing for Pleasure**

**Character Workshop for Fiction Writers**

In this three-session workshop, create and develop detailed characters with the necessary elements to go the distance. Start from your own well-stocked storehouse of personal experiences. Next, borrow tools from psychology to give your characters a vivid inner. Finally, develop your character's back story, a gold mine of information to tap into whenever inspiration runs dry. You'll leave this class ready to write! TWA

**Course: WRT161**  
6 Hours  
$77 + $35 fee = $112; NMR add $120  

**Gaithersburg Business Training Center**  
CRN#: 46373  
3 Sessions  
6/10-6/24  
7-9 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  
$100 + $35 fee = $135; NMR add $120

**Takoma Park/Silver Spring Campus**  
CRN#: 16101  
3 Sessions  
7/16-7/30  
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  
$100 + $45 fee = $145; NMR add $120

**Takoma Park/Silver Spring Campus**  
CRN#: 46278  
4 Sessions  
6/4-6/25  
6:15-9:15 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.
Fiction Writing
So you've always dreamed of writing a novel? Or have you already published a few pieces and you're looking to take your writing further? In this hands-on workshop, you'll learn all the elements of great fiction: from character, motivation, and conflict to structure, setting, and scene-writing. Practice your hand at crafting dialogue, writing gorgeous sentences, showing instead of telling, and revising your work to commercial writing standards. We'll also discuss the business of writing—with a step-by-step guide to getting published!

TWA
Course: WRT149 15 Hours
$130 + $63 fee = $193; NMR add $120
Gaithersburg Business Training Center
CRN#: 16099 5 Sessions S
6/13-8/8 10 a.m.-12 p.m.
No class 7/4

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 = $125; NMR add $120
Rockville Campus
CRN#: 16007 3 Sessions T R
7/21-7/28 6:30-9:30 p.m.

Restarting Your Writing: How to Get Productive Again
Identify and overcome blocks to working productively at writing. Learn 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 = $112; NMR add $120
Rockville Campus
CRN#: 16008 2 Sessions T R
8/4-8/6 6:15-9:15 p.m.

So You Want To Write A Book
So, you've been thinking about writing that novel or nonfiction book for years, but how do you begin? What does it take to get a book written? How do you know whether your idea will work in the commercial marketplace? This class will give you the tools you need to assess your idea, research your market, set a writing schedule, and start creating your manuscript.

Course: WRT189 2 Hours
$35 + $25 = $60; NMR add $50
Gaithersburg Business Training Center
CRN#: 46374 1 Session W
6/3-6/3 7-9 p.m.

Summer Youth Programs
Montgomery College Youth Programs provides high quality summer courses with cutting edge, integrated skills. Enjoy yourself while preparing for the future! We offer a variety of fun, educational, and engaging learning activities in a safe and stimulating environment.

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.

Abrakadoodle
The Abrakadoodle 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.
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

---

**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*</td>
<td>April 30 &amp; June 25</td>
<td>7 a.m. Monday–Friday 7:00 a.m.–9 a.m.</td>
</tr>
</tbody>
</table>

**Day Classes**

<table>
<thead>
<tr>
<th>School</th>
<th>Registration</th>
<th>Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Westfield South*</td>
<td>April 30 &amp; June 25</td>
<td>9 a.m. Monday–Friday 9:05 a.m.–11:05 a.m.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>11 a.m. Monday–Friday 11:10 a.m.–1:10 p.m.</td>
</tr>
</tbody>
</table>

**Evening Classes**

<table>
<thead>
<tr>
<th>School</th>
<th>Registration</th>
<th>Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Westfield South*</td>
<td>April 28 &amp; June 17</td>
<td>6:30 p.m. Monday–Thursday 6:30 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>Gaithersburg HS</td>
<td>April 29 &amp; June 16</td>
<td>6:30 p.m. Monday–Thursday 6:30 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>John F. Kennedy HS</td>
<td>April 29 &amp; June 16</td>
<td>6:30 p.m. Monday–Thursday 6:30 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>Montgomery Blair HS</td>
<td>April 29 &amp; June 17</td>
<td>6:30 p.m. Monday–Thursday 6:30 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>Richard Montgomery HS</td>
<td>April 29 &amp; June 17</td>
<td>6:30 p.m. Monday–Thursday 6:30 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>Seneca Valley HS</td>
<td>June 17</td>
<td>6:30 p.m. Monday–Thursday 6:30 p.m.–9:30 p.m.</td>
</tr>
</tbody>
</table>

**Saturday Classes**

<table>
<thead>
<tr>
<th>School</th>
<th>Registration</th>
<th>Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gaithersburg High School</td>
<td>July 11</td>
<td>8:30 a.m. Saturday 8:30 a.m.–12:30 p.m.</td>
</tr>
<tr>
<td>John F. Kennedy HS</td>
<td>July 11</td>
<td>8:30 a.m. Saturday 8:30 a.m.–12:30 p.m.</td>
</tr>
<tr>
<td>Montgomery College Takoma Park Campus Cafritz Building (CF) room 230</td>
<td>July 11 &amp; July 18</td>
<td>8:30 a.m. Saturday 8:30 a.m.–12:30 p.m.</td>
</tr>
</tbody>
</table>

We offer college and career services, U.S. citizenship classes, and ESOL vocational courses in healthcare, building trades, and customer service. For more information visit our website at [www.montgomerycollege.edu/wdce/aelg](http://www.montgomerycollege.edu/wdce/aelg) or call 240-567-8950.

Are you a documented refugee or political asylee? If yes, call the Montgomery College Refugee Center at 240-567-1404 for English classes and help.

*Westfield South: Disability access for this leased site is on the same side as the movie theatre entrance. For more information regarding disability access at this site, please call 240-567-8941

Disability Services: For disability related accommodations, please contact the Montgomery College Disability Support Services Office at 240-567-4118 at least two weeks before registration.

Montgomery College is an academic institution that is committed to equal opportunity and fostering diversity among its student body, faculty, and staff. This program is funded by the MD Dept. of Labor, the U.S. Dept. of Education and the Montgomery County Government.
Registration Guidelines:

The Adult ESOL & Literacy Grant Program is unable to provide services to F1 and J1 visa holders. Please see the FAQ section of our website for more details.

1. You must live in 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>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Montgomery College Germantown Campus HS Building–Room 238</td>
<td>March 12 or June 3</td>
<td>6:30 p.m.</td>
</tr>
<tr>
<td>Westfield South (Use front entrance, across from the parking garage)</td>
<td>March 25 or June 9</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>Montgomery College Rockville Campus GU Building–Room 120</td>
<td>May 5 &amp; June 29</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>May 6 &amp; July 1</td>
<td>9:30 a.m. Monday–Thursday 9:05 a.m.–1:10 p.m.</td>
</tr>
<tr>
<td>Montgomery College Germantown Campus HS Building–Room 169</td>
<td>April 7 &amp; June 11</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>April 2</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>April 1 &amp; June 24</td>
<td>6:00 p.m. Monday–Thursday 6:30 p.m.–9:30 p.m.</td>
</tr>
</tbody>
</table>

L_Pathways (teacher supported in class and online learning program)

| Westfield South (Use front entrance, across from the parking garage) | April 25 & June 27 | 9:30 a.m. Friday 9:00 a.m.–1:00 p.m. |

Official GED Practice TestTM

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>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Montgomery College Germantown Campus</td>
<td>20200 Observation Drive, Germantown, MD 20876</td>
<td></td>
</tr>
<tr>
<td>Montgomery College Rockville Campus</td>
<td>51 Mannakee Street Rockville, MD 20850</td>
<td></td>
</tr>
<tr>
<td>Montgomery Blair High School</td>
<td>51 University Blvd., East Silver Spring, MD 20901</td>
<td></td>
</tr>
<tr>
<td>Richard Montgomery High School</td>
<td>250 Richard Montgomery Drive, Rockville, MD 20852</td>
<td></td>
</tr>
<tr>
<td>Seneca Valley High School</td>
<td>19401 Crystal Rock Dr., Germantown, MD 20874</td>
<td></td>
</tr>
<tr>
<td>Sligo Middle School</td>
<td>1401 Denis Ave., Silver Spring, MD 20902</td>
<td></td>
</tr>
<tr>
<td>Thomas Edison High School of Technology</td>
<td>12501 Dalewood Dr., Silver Spring, MD 20906</td>
<td></td>
</tr>
<tr>
<td>Westfield South (Wheaton)</td>
<td>11002 Veirs Mill Road, Suite 210</td>
<td></td>
</tr>
<tr>
<td>White Oak Middle School</td>
<td>12201 New Hampshire Ave, Silver Spring, MD 20904</td>
<td></td>
</tr>
</tbody>
</table>

Disability Services: For disability related accommodations, please contact the Montgomery College Disability Support Services Office at 240-567-4118 at least six weeks before registration.

Montgomery College is an academic institution that is committed to equal opportunity and fostering diversity among its student body, faculty, and staff. This program is funded by the MD Dept. of Labor, the U.S. Dept. of Education and the Montgomery County Government.
Additional AELG Courses

The Adult ESOL Program provides basic English language and life skills instruction to Maryland residents whose native language is not English.

<table>
<thead>
<tr>
<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.</td>
<td>Improve English-speaking skills and learn basic skills needed to enter the retail and customer service industry.</td>
<td>Learn the English and basic skills you need to work in entry-level healthcare jobs.</td>
<td>Learn English, study and workplace readiness skills for careers in technology.</td>
</tr>
</tbody>
</table>

Are you looking for a new job or a better job in carpentry, heating/air conditioning, or electricity? Do you want to learn more English for that job? Would you like to improve your English-speaking skills?

If interested you must attend one of the ESOL for Customer Service Orientations:

- 4/8/20 at 6:00 p.m.
- 4/14/20 at 6:00 p.m.
- 6/11/20 at 6:00 p.m.
- 6/22/20 at 6:00 p.m.
- Westfield South Office Bldg., Suite 306

If interested you must attend one of the ESOL for Healthcare Jobs Orientations:

- 5/4/20 at 6:00 p.m.
- 5/5/20 at 6:00 p.m.
- 6/11/20 at 6:00 p.m.
- 6/22/20 at 6:00 p.m.
- Takoma Park Campus Cafritz Suite 230

If interested you must attend one of the ESOL for Bridge to IT Jobs Orientations:

- 4/8/20 at 6:00 p.m.
- 4/14/20 at 6:00 p.m.
- 6/10/20 at 6:00 p.m.
- 6/22/20 at 6:00 p.m.
- Takoma Park Campus Cafritz Suite 230

For additional information, e-mail ESOL@montgomerycollege.edu or visit our website at www.montgomerycollege.edu/wdce/aelg

---

Do you want to be a U.S. citizen? Citizenship Preparation Program

- Are you a legal, permanent resident?
- Do you need help preparing for your citizenship test and interview?

Come to an information session and discover how Montgomery College may be able to help you... FOR FREE!

Information/Registration Sessions:
If interested, you must attend one of the following sessions:

- 3/10/20 at 6 p.m.
- 3/14/20 at 9 a.m.
- 4/7/20 at 6 p.m.
- 4/11/20 at 9 a.m.
- 5/5/20 at 6 p.m.
- 5/9/20 at 9 a.m.
- 6/9/20 at 6 p.m.
- 6/13/20 at 9 a.m.
- 7/14/20 at 6 p.m.
- 7/18/20 at 9 a.m.
- 8/11/20 at 6 p.m.
- 8/15/20 at 9 a.m.

Information/Registration Sessions will be held at:
Montgomery College, Westfield South Office Building, Suite 306
11002 Veirs Mill Road, Wheaton, MD 20902

For more information call 240-567-8839,
e-mail Citizenshipprogram@montgomerycollege.edu.

---

TESOL Training Institute

Make a difference...
Learn to teach English to immigrants

The TESOL Training Institute at Montgomery College WD&CE provides high-quality, innovative education that enables individuals to become highly competent instructors of adult English for Speakers of Other Languages (ESOL) classes.

Join us in a supportive and challenging environment that contributes to the best teacher training in the region.

If interested, you must attend an information session.

For more information and a class schedule, call 240-567-8169,
e-mail nancy.newton@montgomerycollege.edu, or visit our website at
www.montgomerycollege.edu/wdce/aelg/tesol.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.
INDEX

A
Accounting Principles for Small Business ........................................ 33
Acrylic Painting: Basic Techniques .................................................. 43
ACT Prep .................................................................................. 62
A Discovery of Witches: A History of European Witchhunts ............ 47
Advanced Framing and Exterior Finishing ........................................ 16
Advanced French (6 weeks) ....................................................... 66
Advanced Rider Course (ARC) ..................................................... 60
Advanced Skills for Certified Nursing Assistants (CNAs) ............... 37
All About Birds: Ornithology for the Beginner & Beyond ............. 48
Allergen Awareness ................................................................ 40
Amazing Pets .......................................................................... 17
American Sign Language—Introduction ................................. 17
America’s First National Park—Yellowstone .......................... 42
Animal Care ......................................................................... 7
Animal Reiki I ......................................................................... 7
Animal Reiki II ......................................................................... 7
Animal Reiki III ........................................................................ 8
AP Biology ............................................................................. 5
AP Calculus AB ........................................................................ 5
AP Computer Science A .......................................................... 5
AP English Language and Composition ..................................... 5
AP English Literature and Composition .................................... 5
AP Music Theory ................................................................... 5
Appreciating Poetry .................................................................. 49
A Practical Approach to Project Management ............................... 58
AP Spanish Language and Culture .............................................. 5
AP Statistics .......................................................................... 5
AP Studio Art & Design .............................................................. 5
AP US Government and Politics ............................................... 5
AP US History ........................................................................ 5
AP World History .................................................................... 5
Aqueous Media and Collage ......................................................... 14
Art History: 1400 to Present ..................................................... 9
A.S.K. in a Nutshell .................................................................... 49
A Taste of History: Coffee and Chocolate ................................... 42
AutoCAD 3D Drawing and Modeling ......................................... 26

B
Baroque Art in Genoa .................................................................. 44
Basic Cardiac Life Support for Healthcare Providers .................... 37
Basic Real Estate Principles and Practices for Salespersons ........... 58
Basic Repair: Deck Design and Construction ................................ 16
Basic Repair: Flooring and Tile Installation ................................... 17
Basic Rider Course 2-License Waiver (BRC2-LW) ......................... 61
Basic RiderCourse 2-Skill Practice .............................................. 61
Basic RiderCourse—Skill Practice .............................................. 61
Batik Fabric Dyeing .................................................................... 10
Beginners Motorcycle Safety ...................................................... 61
Between French Avant Garde & Muralismo: Mexican Art in the 20th Century ...................................................... 44
Beyond Marketing—5 ways to grow your business ....................... 33
BLS (Healthcare Provider) CPR Renewal .................................... 38
Books and Storytelling for Literacy and Beyond ............................. 31
Bridge for Beginners .................................................................. 49
Bridge: Intermediate ................................................................ 50
Building Bone and Muscle Strength ........................................... 51
Building Trades Blueprint Reading .............................................. 16
Build Your Social Media Marketing Plan Module I—Facebook and Instagram .............................................. 29
Build Your Social Media Marketing Plan Module II—Pinterest, You Tube & Google+ .............................................. 29

C
Cartooning Workshop: Action Anatomy ........................................ 11
Cartooning Workshop: Extreme Expressions! ............................. 11
Case Study in Event Management Forum ..................................... 39
CDL B P & S ........................................................................... 59
CDL B P&S—24 hours .................................................................. 59
CDL Learner Permit Prep ............................................................. 59
Certified Associate in Project Management (CAPM)* Prep ............ 58
Certified Internal Auditor (CIA) Exam Prep: Part III—Internal Audit Business Knowledge ............................. 53
Certified Nursing Assistant Classroom (CNA) ......................... 36
Certified Nursing Assistant Clinical (CNA) .................................. 36
Certified Nursing Assistant/Geriatric Assistant Program ............. 36
Character Workshop for Fiction Writers ........................................ 68
Child Development Associate (CDA) Credential Assessment Preparation .............................................. 32
Chinese Brush Painting: Flowers, Birds and Landscape .............. 14
Chinese Calligraphy .................................................................. 11
Choose a Career that is Right for You ......................................... 57
Cisco CCNA Complete? ......................................................... 25
Cisco CCNA Complete Lab ....................................................... 25
Clinical Medical Assistant—Labs and Clinical Externship .......... 35
Clinical Medical Assistant Program V... ..................................... 34
Cloud—Introduction .................................................................. 23
Coaching Clinic—Introduction .................................................... 52
Coaching Essentials, Competencies, and Practices .......................... 52
Coaching Skills for Everyday Life ............................................... 52
Coaching Skills for Managers and Team Leaders ....................... 52
Communication Skills for English Language Learners 1 .............. 6
Communication Skills for English Language Learners 2 .............. 6
Communication Skills for English Language Learners 3 .............. 6
Communication Skills for English Language Learners 4 .............. 6
<table>
<thead>
<tr>
<th>Course</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Animation—Introduction</td>
<td>26</td>
</tr>
<tr>
<td>Computer Programming and Animation—Introduction</td>
<td>NEW</td>
</tr>
<tr>
<td>Computer Basics</td>
<td>17</td>
</tr>
<tr>
<td>Computer Support Specialist—MCSA Windows 10</td>
<td>25</td>
</tr>
<tr>
<td>Construction Methods and Materials</td>
<td>16</td>
</tr>
<tr>
<td>CPR, AED &amp; Basic First Aid Course</td>
<td>38</td>
</tr>
<tr>
<td>Crafts</td>
<td>10</td>
</tr>
<tr>
<td>Crafts for Charities</td>
<td>17</td>
</tr>
<tr>
<td>Crafts: Introduction</td>
<td>10</td>
</tr>
<tr>
<td>Crafts on the Beach</td>
<td>18</td>
</tr>
<tr>
<td>Crafty Stitching</td>
<td>NEW</td>
</tr>
<tr>
<td>Creating Your Personal and Small Business Web Sites</td>
<td>24</td>
</tr>
<tr>
<td>Copyright, Fair Use, and Creative Commons</td>
<td>9</td>
</tr>
<tr>
<td>Declutter Your Life and Space</td>
<td>50</td>
</tr>
<tr>
<td>Decorative Trees and Shrubs</td>
<td>48</td>
</tr>
<tr>
<td>Decorative Trees and Shrubs NEW</td>
<td>44</td>
</tr>
<tr>
<td>Degas at the Opera</td>
<td>44</td>
</tr>
<tr>
<td>Dehumanization: From the Slave Trade to Immigration</td>
<td>47</td>
</tr>
<tr>
<td>Digital Forensics—Hands-On</td>
<td>26</td>
</tr>
<tr>
<td>Digital Forensics—Introduction</td>
<td>26</td>
</tr>
<tr>
<td>Digital Photography</td>
<td>15</td>
</tr>
<tr>
<td>Digital Photography, Intro Co-L</td>
<td>15</td>
</tr>
<tr>
<td>Discovering the 20's: 1820's, 1920's and 2020!</td>
<td>18</td>
</tr>
<tr>
<td>Disney’s Approach to Leadership Excellence</td>
<td>53</td>
</tr>
<tr>
<td>Doll Design and Construction</td>
<td>10</td>
</tr>
<tr>
<td>Drawing Characters from Pop Culture</td>
<td>18</td>
</tr>
<tr>
<td>Drawing Comics</td>
<td>11</td>
</tr>
<tr>
<td>Drawing Co-L</td>
<td>11</td>
</tr>
<tr>
<td>Drawing—Introduction to</td>
<td>11</td>
</tr>
<tr>
<td>Drawing with Pencils, Charcoal, or Pastels</td>
<td>43</td>
</tr>
<tr>
<td>Drawing Workshops: Full Series</td>
<td>12</td>
</tr>
<tr>
<td>Driver Education</td>
<td>59</td>
</tr>
<tr>
<td>Driver Education with Additional Supports</td>
<td>60</td>
</tr>
<tr>
<td>Driver Improvement Lessons (DIL)</td>
<td>60</td>
</tr>
<tr>
<td>Effective Writing Techniques</td>
<td>68</td>
</tr>
<tr>
<td>EKG Technician</td>
<td>35</td>
</tr>
<tr>
<td>El ABC de comenzar un negocio</td>
<td>42</td>
</tr>
<tr>
<td>Elections: 2020 NEW</td>
<td>47</td>
</tr>
<tr>
<td>Electricidad III, Práctica</td>
<td>41</td>
</tr>
<tr>
<td>Electricidad II, Práctica</td>
<td>41</td>
</tr>
<tr>
<td>Electricidad I, Teoría</td>
<td>41</td>
</tr>
<tr>
<td>Electricidad IV, Práctica</td>
<td>41</td>
</tr>
<tr>
<td>Emergency Preparedness for Pets—Are You Ready?</td>
<td>8</td>
</tr>
<tr>
<td>(EMIP) Event Manager Internship Program</td>
<td>39</td>
</tr>
<tr>
<td>Employment Search Boot Camp</td>
<td>57</td>
</tr>
<tr>
<td>Encore: Celebrate Pop Music! NEW</td>
<td>18</td>
</tr>
<tr>
<td>Entrepreneurship and Finance (Start-Up)</td>
<td>33</td>
</tr>
<tr>
<td>Entrepreneurship and Operations (Start-Up)</td>
<td>33</td>
</tr>
<tr>
<td>Entrepreneurship: Business Life-cycle and Feasibility Study—Introduction</td>
<td>33</td>
</tr>
<tr>
<td>Entrepreneurship: Marketing &amp; Public Communication</td>
<td>33</td>
</tr>
<tr>
<td>Espionage, Cryptology, and Plots</td>
<td>47</td>
</tr>
<tr>
<td>Ethics in Data Science</td>
<td>27</td>
</tr>
<tr>
<td>Event Marketing</td>
<td>39</td>
</tr>
<tr>
<td>Event Operation</td>
<td>39</td>
</tr>
<tr>
<td>Exploring Our World and it’s Eco</td>
<td>18</td>
</tr>
<tr>
<td>F</td>
<td></td>
</tr>
<tr>
<td>Facing Climate Change New</td>
<td>48</td>
</tr>
<tr>
<td>Fiction Writing</td>
<td>69</td>
</tr>
<tr>
<td>File Management Skills</td>
<td>23</td>
</tr>
<tr>
<td>Floral Arrangements for Home and Office</td>
<td>48</td>
</tr>
<tr>
<td>Food Certification Exam Retake</td>
<td>40</td>
</tr>
<tr>
<td>Food Service Certification (ServSafe, National Restaurant Association)</td>
<td>40</td>
</tr>
<tr>
<td>Food Service Recertification</td>
<td>40</td>
</tr>
<tr>
<td>Foundations of Digital Photography</td>
<td>50</td>
</tr>
<tr>
<td>Free Mac OSX Crash Course</td>
<td>13</td>
</tr>
<tr>
<td>French Brush-Up I</td>
<td>66</td>
</tr>
<tr>
<td>French Brush-Up II</td>
<td>66</td>
</tr>
<tr>
<td>French Brush-Up III</td>
<td>66</td>
</tr>
<tr>
<td>French III—Part 2</td>
<td>66</td>
</tr>
<tr>
<td>Fun With Words</td>
<td>45</td>
</tr>
</tbody>
</table>

Montgomery College now offers UGotClass!

For more information, please visit: www.montgomerycollege.edu/wdce/noncredit-online-courses/
Index

Successful Delegation: Achieving Results through Others………………….52
Summer Dinner Theatre Co-L…………………………………..55
Summer Dinner Theatre Internship Co-L……………………………..55

T
Tai Chi for Physical and Mental Well-being—Summer Fitness………………51
Tap Dance—Intermediate ……………………54
Tap Dance—Introduction to ……………………54
Técnicas de comunicación ……………………32
The Architecture of Washington, D.C.: It’s Not All Neo-Classical ………………45
The Art Doll: Costumes and Accessories……………………………..11
The Art of Looking Workshop ……………………9
The Art of Sketching ……………………43
The Art of Storytelling ……………………49
The Brain and Art ……………………44
The History of Music in the United States NEW ……………………20
Travel Photography …………………….51

U
Understanding How to Invest Wisely………..50
Understanding How to Invest Wisely………..57

V
Veterinary Assistant Assessment Exam………………9
Veterinary Assistant Orientation………………9
Video Editing Co-L ……………………………….13
Video Editing Part I: Premiere Pro Basics ……………………………….13
Visual Analytics BootCamp ……………………………….27
Voice-Over Workshop ……………………………….55

W,X,Y,Z
Watercolor Techniques I …………………….44
Wealth Creation Today …………………….50
Wealth Creation Today NEW …………………….57
Web Design Introduction …………………….20
Welding for Fine Arts: Intro NEW …………………….16
Welding Fundamentals …………………….65

Welding II—Advanced: SMAW……………….65
Welding III—Advanced: GTAW……………….65
Wild About Animals …………………….20
Wills and Estates …………………….50
Wills and Estates …………………….57
Wonders of Artificial Intelligence NEW …………………….46
Woodcut: Global Printmaking Co-L …………………….16
Woodcut Printing for Fabric & Paper …………………….15
Wordiness—When Just a Few Words Will Do …………………….68
Working with Windows …………………….24
Write Your Own Book …………………….20
Writing For Impact …………………….68
Writing Memoirs, Writing Memories …………………….49
XML/JSON/AJAX …………………….30
Zumba—Introduction …………………….20

Each Ed2go course comes equipped with a patient and caring instructor. Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more. You can complete any course entirely from your home or office. Any time of the day or night.

Courses start as low as $120!

Visit www.montgomerycollege.edu/wdce/noncredit-online-courses for more information or call Janet Lane at 240-567-6938.
E-mail your inquiries to ed2go@montgomerycollege.edu.

www.ed2go.com/mcdistance
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 basis 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 (CoL)

Classes marked with this code are co-listed. They are offered so that students may register either for credit or continuing education (noncredit) status. Co-listing gives students an option to choose the best path for their educational needs. Each section includes both credit and noncredit students. For students seeking credit classes, please consult the credit course schedule. The expectations for attendance, participation, and effort are the same for all students. Instructors will announce policies concerning class activities.

If you have registered as a noncredit student in a co-listed course and you wish to change from noncredit to credit status, you will have one day after the class has begun to do so. After that, you are committed to your path as a noncredit student for the remainder of the course. If the course has a required assessment level to be a credit student, you must first complete the assessment testing and meet the appropriate assessment level before you can change to credit status. Dates for co-listed classes may reflect the actual credit term dates. Please check the day on your calendar for the actual start date of your class.

Parking Regulations

Each person associated with the College who parks a vehicle on any Campus of the College or any property owned, leased, maintained, or operated by the College must register the vehicle regardless of its ownership. Students, faculty, staff and visitors must abide by college traffic regulations. The College reserves the right to issue a citation or tow, at the owner’s risk and expense, any unregistered vehicle parked in violation.

Instructions for Parking Permits:

Students parking a vehicle on any Campus of the College (Rockville, Germantown and Takoma Park/Silver Spring) while attending a program will receive a temporary (15 day) parking permit with their class confirmation materials. If you register via the web, your printed confirmation or registration history will serve as a parking permit until you can print out the WDCE Student Temporary Parking Permit. The parking permit is free to students but you must register your vehicle.

All Students registered for WDCE classes spanning greater than 15 days from start to end date MUST obtain a parking permit following steps 1 to 4 below.

1. In order to obtain the permit, students need to log into MyMCC the day after they register for the class.
2. Click on the “Order MY Parking Permit/ Pay Parking fines” link on the “MyMCC Quick Links” tab.
3. Put in the start date and the end date of your class(es).
4. Print the permit.

Be sure to click the print link on the confirmation page as the permit will not be mailed.

Information about vehicle registration and parking, and how to pay or appeal a citation is available at www.montgomerycollege.edu/parking. The Montgomery College Motor Vehicle Regulations are available at www.montgomerycollege.edu/verified.

Textbooks and Materials

Textbooks/course materials: Purchase textbooks and/or course materials at the Campus where your class will be held. For classes held at the Gaithersburg Business Training Center, Distance Education and Learning Technologies (DELT), and off-Campus MCPS locations, please use the Rockville Campus MC Books & More; for classes at Westfield South use the Takoma Park/Silver Spring Campus MC Books & More. You do not need to go to a Campus store to make your purchase. You may purchase your textbooks/course materials online to have your purchases mailed to you. To order online or to find out more details about purchases, buybacks, returns, contact information, ebooks, rentals, and more, visit the College’s MC Books & More website at www.montgomerycollege.edu/bookstore or call the main number 240-567-5302. MC Books & More and the Cafritz Art Store & More are the Official Montgomery College Bookstores.

For information specific to WDCE, please visit our reference page at http://www.bksr.com/montgomerycollegenstore/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.montgomeryschoolmd.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 Office 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.

APPE students MUST register in person at Customer Service locations in Rockville, Wheaton, Gaithersburg, Takoma Park, or Germantown.

Residency 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.

Transfer Policy

To transfer from one CRN to another CRN of the same course, a letter must be received in the Admissions, Records, and Registration Office, Montgomery College, 51 Mannakee Street, Rockville, MD 20850 before the beginning date of both CRNs of the course. If you have enrolled in a co-listed course you will have only one day after the class has begun to transfer. After that, you are committed to your path for the remainder of the course. If the course has a required assessment level to be a credit student, you must first complete the assessment testing and meet the appropriate assessment level before you can change to credit status.

Tuition Installment Plan (TIP)

The Tuition Installment Plan (TIP) may allow students to pay registration charges in several payments; some restrictions apply. Each term is independent and must be enrolled in separately. A nonrefundable fee is required to participate in TIP. Students must register online during the TIP enrollment period prior to the close date indicated for each plan. Only courses with a TIP code have a tuition installment plan available. For more information go to www.montgomerycollege.edu/wdce/registerops.html

Tuition Waiver

Only noncredit courses designated "tuition waiver applies" in each publication will be available for tuition waiver. This statement appears in each applicable course description. Only tuition is waived; required fees must be paid by the student. Documents must be received at time of registration.

Senior Tuition Waiver (TWA): Maryland residents 60 years or older by the start date of the class may have tuition waived.

Disability Tuition Waiver: Please go to montgomerycollege.edu/wdce/register/disabilitywaiver.html for information.

National Guard Tuition Waiver: If you are currently a member of the Maryland National Guard and are enlisted for at least a 24-month period, you are eligible for a 50 percent tuition waiver. You must submit proof of such from the adjutant general's office.

VA-Approved Course: Courses indicated with this 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

<table>
<thead>
<tr>
<th>Location</th>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>Activity Center at Bohrer Park</td>
<td>506 S. Frederick Avenue</td>
<td>Gaithersburg</td>
<td>MD</td>
<td>20877</td>
</tr>
<tr>
<td>Adventist HealthCare Shady Grove Medical Ctr</td>
<td>9901 Medical Center Drive</td>
<td>Rockville</td>
<td>MD</td>
<td>20850</td>
</tr>
<tr>
<td>Agricultural History Farm Park</td>
<td>18400 Muncaster Road</td>
<td>Derwood</td>
<td>MD</td>
<td>20855</td>
</tr>
<tr>
<td>Asbury Methodist Village</td>
<td>301 Russell Avenue</td>
<td>Gaithersburg</td>
<td>MD</td>
<td>20877</td>
</tr>
<tr>
<td>Brooke Grove Nursing and Rehab Center</td>
<td>18131 Slade School Road</td>
<td>Sandy Spring</td>
<td>MD</td>
<td>20860</td>
</tr>
<tr>
<td>Bethesda-Chevy Chase Regional Service Ctr</td>
<td>4805 Edgemoor Lane, 2nd Fl.</td>
<td>Bethesda</td>
<td>MD</td>
<td>20814</td>
</tr>
<tr>
<td>Davis Library</td>
<td>6400 Democracy Blvd.</td>
<td>Bethesda</td>
<td>MD</td>
<td>20817</td>
</tr>
<tr>
<td>Gaithersburg Business Training Center (MC)</td>
<td>Montgomery College</td>
<td>Gaithersburg</td>
<td>MD</td>
<td>20877</td>
</tr>
<tr>
<td>Gaithersburg Driving Range</td>
<td>14 Firstfield Road (14 FR)</td>
<td>Gaithersburg</td>
<td>MD</td>
<td>20878</td>
</tr>
<tr>
<td>Gaithersburg Library</td>
<td>18330 Montgomery Village Ave.</td>
<td>Gaithersburg</td>
<td>MD</td>
<td>20879</td>
</tr>
<tr>
<td>Germantown Campus (MC)</td>
<td>20200 Observation Drive</td>
<td>Germantown</td>
<td>MD</td>
<td>20876</td>
</tr>
<tr>
<td>Holy Cross Hospital Germantown</td>
<td>119801 Observation Drive</td>
<td>Germantown</td>
<td>MD</td>
<td>20876</td>
</tr>
<tr>
<td>Holy Cross Hospital Silver Spring</td>
<td>1500 Forest Glen Road</td>
<td>Silver Spring</td>
<td>MD</td>
<td>20910</td>
</tr>
<tr>
<td>Ingleside at King Farm</td>
<td>701 King Farm Blvd.</td>
<td>Rockville</td>
<td>MD</td>
<td>20850</td>
</tr>
<tr>
<td>Kensington Park Library</td>
<td>4201 Knowles Avenue</td>
<td>Kensington</td>
<td>MD</td>
<td>20895</td>
</tr>
<tr>
<td>Kensington Park Senior Center</td>
<td>3620 Littledale Road</td>
<td>Kensington</td>
<td>MD</td>
<td>20895</td>
</tr>
<tr>
<td>La Madeleine—Pike and Rose</td>
<td>11610 Old Georgetown Road</td>
<td>Rockville, MD</td>
<td>20852</td>
<td></td>
</tr>
<tr>
<td>La Madeleine—Old Georgetown Rd.</td>
<td>7607 Old Georgetown Road</td>
<td>Bethesda, MD</td>
<td>20814</td>
<td></td>
</tr>
</tbody>
</table>

### Course Locations

<table>
<thead>
<tr>
<th>Location</th>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lawton Community Center</td>
<td>4301 Willow Lane</td>
<td>Chevy Chase</td>
<td>MD</td>
<td>20815</td>
</tr>
<tr>
<td>Maplewood Park Place</td>
<td>9707 Old Georgetown Road</td>
<td>Bethesda</td>
<td>MD</td>
<td>20814</td>
</tr>
<tr>
<td>Rockville Campus (MC)</td>
<td>51 Mannakee Street</td>
<td>Rockville, MD</td>
<td>20850</td>
<td></td>
</tr>
<tr>
<td>Rockville Campus (MC)</td>
<td>900 Hungerford Drive</td>
<td>Rockville</td>
<td>MD</td>
<td>20850</td>
</tr>
<tr>
<td>Silver Spring Library</td>
<td>900 Wayne Avenue</td>
<td>Silver Spring</td>
<td>MD</td>
<td>20910</td>
</tr>
<tr>
<td>Takoma Park/Silver Spring Campus (MC) Health Sciences Bldg</td>
<td>7977 Georgia Ave., Silver Spring</td>
<td>Takoma Park, MD</td>
<td>20910</td>
<td></td>
</tr>
<tr>
<td>Takoma Park/Silver Spring Campus (MC)</td>
<td>7600 Takoma Avenue</td>
<td>Takoma Park, MD</td>
<td>20912</td>
<td></td>
</tr>
<tr>
<td>Twinbrook Public Library</td>
<td>202 Meadow Hall Drive</td>
<td>Rockville</td>
<td>MD</td>
<td>20851</td>
</tr>
<tr>
<td>Westfield South (MC)</td>
<td>11002 Veirs Mill Road Suite</td>
<td>Wheaton</td>
<td>MD</td>
<td>20902</td>
</tr>
<tr>
<td>Wheaton Library</td>
<td>11701 Georgia Avenue</td>
<td>Wheaton</td>
<td>MD</td>
<td>20902</td>
</tr>
</tbody>
</table>

### How to Read Course Description

**Course Title**

**Course Title**

**Course Description**

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

<table>
<thead>
<tr>
<th>Course #</th>
<th>Course Hrs</th>
<th>Tuition and Fees</th>
<th>Location</th>
<th>CRN#</th>
<th># of Sessions</th>
<th>Day(s)</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>COS016</td>
<td>24 Hours</td>
<td>$128 + $95 fee = $223; NMR add $140</td>
<td>Takoma Park/Silver Spring Campus</td>
<td>34387</td>
<td>6 Sessions</td>
<td>W R</td>
<td>6-10 p.m.</td>
</tr>
</tbody>
</table>

### 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

<table>
<thead>
<tr>
<th>Day Designation</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
<th>Sunday</th>
</tr>
</thead>
<tbody>
<tr>
<td>M</td>
<td>T</td>
<td>W</td>
<td>R</td>
<td>F</td>
<td>S</td>
<td>U</td>
<td></td>
</tr>
</tbody>
</table>

### Key to Codes

<table>
<thead>
<tr>
<th>Key to Codes</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>TWA</td>
<td>Senior Tuition Waiver Applies</td>
</tr>
<tr>
<td>NMR</td>
<td>Non-Maryland Resident</td>
</tr>
<tr>
<td>CoL</td>
<td>Colisted</td>
</tr>
<tr>
<td>TIP</td>
<td>Tuition Installment Plan</td>
</tr>
<tr>
<td>VAA</td>
<td>VA-Approved</td>
</tr>
</tbody>
</table>

[Find us on Facebook](www.facebook.com/mcwdce)
REGISTRATION FORM
WORKFORCE DEVELOPMENT AND CONTINUING EDUCATION
Please Print Clearly

College ID Number: M 2

Last Name: [Redacted] First Name: [Redacted] Middle Initial: [Redacted]

Address: [Redacted]

City: [Redacted] State: [Redacted] Zip: [Redacted]

Home Phone: [Redacted] Work Phone: [Redacted] Cell: [Redacted] E-Mail: [Redacted]

Sex □Female □Male

Have you attended MC before? □Yes □No

How did you hear about us? □Received brochure in mail □Website □Social media □Advertisement □On Campus □Other ____________________

Ethnicity: Choose one. (Disclosure not mandatory by Montgomery College, but is required by the U.S. Department of Education.)

□Not Hispanic or Latino □Hispanic or Latino

Race: Choose all that apply, you may choose more than one. (Disclosure not mandatory by Montgomery College, but is required by the U.S. Department of Education.)

□American Indian or Alaskan Native □Asian □Black or African American □Native Hawaiian and other Pacific Islander □White

□U.S. Citizen □Permanent Resident (Circle one: Green Card / Working Card) □Other Immigration Status ______________ (Used for tuition-setting purposes only)

CHECK ALL THAT APPLY:

□I have been a Maryland resident [as defined in the Montgomery College Catalog] for at least three months.

□I am 60 years of age or older. (Applicable to designated tuition waiver courses for Maryland residents only.)

□I am a Maryland National Guard member enlisted for at least a 24 month period and submitting proof of such from the adjutant general’s office.

CRN # Course # Course Title Start Date Tuition Course Fee Non-Md. Fee Course Total

Code: GT

Refunds will go to the registered student of record.

Total Due $________________________

I certify that the information on this registration is correct and complete. I am aware of and will adhere to College policies as published in the Student Handbook.

I understand that non-attendance and/or failure to file all registration changes in writing with the Admissions and Records Office does not relieve me of responsibility for tuition and fee charges incurred. I agree to abide by the policies and procedures of the College, including without limitation, the Student Code of Conduct and any payment liabilities. I hold the College harmless for any errors I have made that may affect a request for a subsequent refund or academic appeal.

Student Signature Required Date __________________________

Please indicate payment by: □Check (payable to Montgomery College) Credit card: □MasterCard □VISA □Discover

Credit Card Information: Expiration date on card [Redacted] 3 or 4 digit Security code on your card [Redacted]

Credit Card Number [Redacted]

Name on Card [Redacted]

Card holder signature required __________________________ Date __________________________

Montgomery College is an Equal Opportunity Affirmative Action Title IX institution.
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

NEED HELP LOOKING FOR A CAREER? CAREER COACH CAN HELP!

Career Coach is an online search tool that will help you find a good career by providing the most current data on wages, employment, job postings, and associated education and training for our region.

For more information, go to
https://montgomerycollege.emsiccc.com

Come Join Us!

Join us May 29, 2020 in Germantown, MD for Disney’s Approach to Leadership Excellence presented by the Disney Institute and sponsored by Montgomery College!

In this unique, one-day workshop, participants will learn Disney’s time-tested leadership strategies and methods for improving team productivity and business results.

Montgomery College Germantown Campus
Get more information about when registration opens at
www.montgomerycollege.edu/wdce/disney
As to Disney artwork/properties: © Disney
SAVE THE DATE

JUNE 23–26, 2020

Advanced Placement Institute

The APSI offers 30 hours of subject-specific professional development that equips new and experienced teachers with content and resources to enhance their teaching of AP courses. The APSI provides a unique opportunity for teachers to exchange ideas and information with peers.

All 2020 classes meet
Tuesday June 23–Friday, June 26
from 8:30 a.m.–5 p.m.
On the Germantown Campus and Rockville Campus.

See schedule on page 5 for more details.