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

Winter/Spring Registration Opens November 30

montgomerycollege.edu/wdce | 240-567-5188

Ofrecemos clases en español
Who We Are

What Is Workforce Development and Continuing Education (WDCE)?

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

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

About Our Students

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

About Our Faculty

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

Where to Find Us

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

Open to All

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

National Recognition

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

What’s Happening

Winter/Spring 2021

Visited our website often for up-to-date course information.

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

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

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

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

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

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

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

Business and Professional

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

Education

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

Health Care

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

Information Technology

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

Public Safety

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

Technical

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

Transportation

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

* Credit Program
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Contact WDCE

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

Registration information ............................................... wdce@montgomerycollege.edu ............................... 240-567-5188
Fax .............................................................................. 240-567-1877
Web .............................................................................. montgomerycollege.edu/wdce
Montgomery College credit courses ................................. 240-567-5000
Off-Campus Credit/Assessment of Prior Learning ............. 240-567-3820
Adult Literacy and GED® Test Prep ................................ 240-567-8950
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 ................................................ transicie.almonte@montgomerycollege.edu 240-567-3828
Computer Repair/A+ Certification ................................. eric.jeffers@montgomerycollege.edu ................. 240-567-7902
Computer Technology/ITI ........................................... maryann.beheime@montgomerycollege.edu ....... 240-567-5510
Cosmetology ................................................................. trace.matthias@montgomerycollege.edu .......... 240-526-0564
Early Childhood Education ............................................. nelida.andres@montgomerycollege.edu .............. 240-567-3827
ed2Go Online Courses ................................................ janet.lane@montgomerycollege.edu ................... 240-567-6938
English for Occupational Purposes (ESL) ....................... tiffany.shao@montgomerycollege.edu .................. 240-567-7913
Entrepreneurship ......................................................... sbel@montgomerycollege.edu .......................... 240-567-2592
ESOL (Adult) ............................................................... ESOL@montgomerycollege.edu ....................... 240-567-8950
Event Management .................................................... hospitalitywdce@montgomerycollege.edu ......... 240-567-2592
Food Safety ................................................................. hospitalitywdce@montgomerycollege.edu ......... 240-567-3823
Health Sciences Institute ............................................. lisa.bouknight@montgomerycollege.edu ............. 240-567-5507
Hospitality ................................................................. hospitalitywdce@montgomerycollege.edu ......... 240-567-2592
Human Resources ......................................................... transicie.almonte@montgomerycollege.edu ......... 240-567-3828
Income Tax .................................................................. trace.matthias@montgomerycollege.edu .......... 240-526-0564
Instituto Hispano de Negocios .......................................... InstitutoHispano@montgomerycollege.edu ........ 240-567-3823
Interior Design ............................................................. chantal.vilmar@montgomerycollege.edu ................. 240-567-1718
LEED AP (Green Business) .......................................... sbel@montgomerycollege.edu ......................... 240-567-2592
Life Sciences Leadership .............................................. transicie.almonde@montgomerycollege.edu ......... 240-567-3828
Lifelong Learning Institute ........................................... natasha.sacks@montgomerycollege.edu .............. 240-567-1828
Management and Supervision ...................................... transicie.almonte@montgomerycollege.edu ......... 240-567-3828
Mediation/Conflict Management ................................... transicie.almonte@montgomerycollege.edu ......... 240-567-3828
National Apartment Leasing .......................................... sbel@montgomerycollege.edu .......................... 240-567-3823
Nonprofit Training Institute .......................................... trace.matthias@montgomerycollege.edu .......... 240-526-0564
Performing Arts ......................................................... john.deamond@montgomerycollege.edu .............. 240-567-5806
Personal Finance ......................................................... lynda.schrack@montgomerycollege.edu ............... 240-567-7809
Pet Grooming .............................................................. tracy.singleton@montgomerycollege.edu .......... 240-567-2599
Professional/Career Development ................................ natasha.sacks@montgomerycollege.edu .............. 240-567-1828
Project Management .................................................. transicie.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.weihrauch@montgomerycollege.edu .......... 240-567-1862
Small Business ........................................................... sbel@montgomerycollege.edu ......................... 240-567-2592
Test Preparation ......................................................... laura.weihrauch@montgomerycollege.edu .......... 240-567-1862
Veterinary Asst. Training .............................................. tracy.singleton@montgomerycollege.edu .......... 240-567-2599
Workforce Technologies ............................................... eric.jeffers@montgomerycollege.edu ................. 240-567-7902
World Languages ......................................................... laura.weihrauch@montgomerycollege.edu .......... 240-567-1862
Writing ................................................................. tracy.singleton@montgomerycollege.edu .......... 240-567-2599
Youth Programs .......................................................... sharon.wolfgang@montgomerycollege.edu .......... 240-567-7939

Key to Codes

TWA Senior Tuition Waiver Applies
NMR Non-Maryland Resident
CoL Collisted
TIP Tuition Installment Plan
VAA VA-Approved
See General Information for details.
American Pre-Academic and Professional ESL

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

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

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

How to Register for APPE/ESL Classes

Spring 2021—Special Instructions

All classes this spring will be taught remotely through Zoom, Blackboard and other online tools.

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

When you register, make sure to pay or you will be dropped within 24 hours. If you are dropped, you will lose your place in class, and the class may be filled when you try to register again.

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

New Students
If you wish to take classes this spring, you must take the APPE Online Assessment Test or the Montgomery College Placement Test (or placement test) and placed into Workforce Development & Continuing Education, call 240-549-2691 or email us at ESL-Rockville@montgomerycollege.edu. If you already have a Placement, you can register online— you do not need to contact us, but you can if you have a question. If you need help registering, please call us at 240-567-5188. If you are interested in the credit program, call 240-567-5000 for more information.

Returning Students
You can register online based on the recommendations from your instructor at the end of your last class. If you took this class more than one year ago, you need to contact us to see if you need to be retested. You can only take a course three times. If you do not pass with a grade of A or B after three times, you cannot take it again without special permission. Please contact us if you have a question or need help with registering (see contact information above).

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

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

Registration Locations (If we open for in-person registration)
Rockville Campus—Campus Center Room 220 CC
Takoma Park/Silver Spring Campus—Cafritz Foundation Arts Center, Room 230 CF
Gaithersburg Business Training Center—Room 400
Germantown Campus—Humanities and Social Sciences, Room 241 and 243 HS
Westfield South in Wheaton—Room 306

General Communication Courses

Communication Skills for English Language Learners 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
Structured Remote
CRN#: 34367 24 Sessions M W 2/1-4/28 12:30-2:30 p.m.
No class 3/15, 3/17

Communication Skills for English Language Learners 3
Improve your speaking, listening and pronunciation skills to communicate better in daily social and work situations. Learn strategies to start conversations in English and keep them going. TWA
Course: ESL190
370 + 70 fee = 440; NMR add 225
Structured Remote
CRN#: 34378 24 Sessions M W 2/1-4/28 12:30-2:30 p.m.
No class 3/15, 3/17
CRN#: 34379 24 Sessions M W 2/1-4/28 7-9 p.m.
No class 3/15, 3/17

Communication Skills for English Language Learners 4
Improve your speaking, listening and pronunciation to communicate more effectively in English. Practice using English to solve problems and learn to select appropriate vocabulary and intonation to better communicate your intended message. Discuss past and current events. TWA
Course: ESL191
370 + 70 fee = 440; NMR add 225
Structured Remote
CRN#: 34380 24 Sessions M W 2/1-4/28 12:30-2:30 p.m.
No class 3/15, 3/17
CRN#: 34381 24 Sessions M W 2/1-4/28 7-9 p.m.
No class 3/15, 3/17
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

Structured Remote
CRN#: 34382 24 Sessions M W 2/1-4/28 12:30-2:30 p.m.
No class 3/15, 3/17
CRN#: 34383 24 Sessions M W 2/1-4/28 7-9 p.m.
No class 3/15, 3/17

Pronunciation for Advanced Beginning and Intermediate Students
Learn to better understand spoken English and to be better understood when speaking. Learn how to recognize and produce basic sound patterns of English. TWA
Course: ESL103
235 + 65 fee = 300; NMR add 160
Distance Learning
CRN#: 34344 2/15-5/14 Online 24/7

Pre-Academic Courses

Reading and Writing 2
For high-beginning students who have already studied English and know some basic English vocabulary and grammar. Improve grammar knowledge, write paragraphs and read a book. This course is helpful if you are planning to take the Accuplacer ESL test. TWA
Course: ESL166
520 + 90 fee = 610; NMR add 300
Structured Remote
CRN#: 34345 34 Sessions M W R 1/25-3/11 9:30 a.m.-11:30 a.m.
Hybrid (Rockville Campus & SR)
CRN#: 34346 27 Sessions M W 2/1-5/10 6:30-9 p.m.
2/1-3/10 meets as Structured Remote
3/22-5/10 meets on Rockville Campus
Last class on 5/10 meets 6:30-9:30 p.m.
No class 3/15, 3/17

Hybrid (TP/SS Campus & SR)
CRN#: 34347 27 Sessions T R 2/2-5/11 6:30-9 p.m.
2/2-3/11 meets as Structured Remote
3/23-5/11 meets on TP/SS Campus
Last class on 5/11 meets 6:30-9:30 p.m.
No class 3/16, 3/18

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
Hybrid (Rockville Campus & SR)
CRN#: 34349 27 Sessions M W 2/1-5/10 6:30-9 p.m.
2/1-3/10 meets as Structured Remote
3/22-5/10 meets on Rockville Campus
Last class on 5/10 meets 6:30-9:30 p.m.
No class 3/15, 3/17

Hybrid (TP/SS Campus & SR)
CRN#: 34352 27 Sessions T R 2/2-5/11 6:30-9 p.m.
2/2-3/11 meets as Structured Remote
3/23-5/11 meets on TP/SS Campus
Last class on 5/11 meets 6:30-9:30 p.m.
No class 3/16, 3/18

Reading and Writing 4
For intermediate students. Read, discuss and respond to readings in writing. Develop and practice skills needed for academic study in the United States. This course is helpful if you are planning to take the Accuplacer ESL test. TWA
Course: ESL176
520 + 90 fee = 610; NMR add 300
Distance Learning
CRN#: 34355 2/15-5/14 Online 24/7
Hybrid (Rockville Campus & SR)
CRN#: 34359 27 Sessions M W 2/1-5/10 6:30-9 p.m.
2/1-3/10 meets as Structured Remote
3/22-5/10 meets on Rockville Campus
Last class on 5/10 meets 6:30-9:30 p.m.
No class 3/15, 3/17

Hybrid (TP/SS Campus & SR)
CRN#: 34360 27 Sessions T R 2/2-5/11 6:30-9 p.m.
2/2-3/11 meets as Structured Remote
3/23-5/11 meets on TP/SS Campus
Last class on 5/11 meets 6:30-9:30 p.m.
No class 3/16, 3/18

Rockville Campus
CRN#: 34361 34 Sessions M T W R F 3/23-5/7 9:30 a.m.-11:30 a.m.
Takoma Park/Silver Spring Campus
CRN#: 34362 34 Sessions M T W R F 3/23-5/7 9:30 a.m.-11:30 a.m.

Structured Remote
CRN#: 34356 34 Sessions M T W R F 1/25-3/11 9:30 a.m.-11:30 a.m.
CRN#: 34357 34 Sessions M T W R F 1/25-3/11 9:30 a.m.-11:30 a.m.
CRN#: 34358 27 Sessions T R 2/2-5/11 12-2:30 p.m.
Last class on 5/11 meets 12-3 p.m.
No class 3/16, 3/18

Structured Remote (SR) vs Distance Learning (DL)
Structured Remote (SR) classes will meet at a designated meeting date and time with the possibility of transitions to in-person classroom teaching.
Distance Learning (DL) classes are at your leisure during the semester and will not transition to in-person classes.
Hybrid (In person & DL or SR)
Classes will meet online either through Structured Remote (SR) or Distance Learning (DL) along with face to face meetings on campus.
See page 2 for more information.
**Reading and Writing 5**

For intermediate students planning to study in U.S. colleges and universities. Improve your ability to express your ideas more clearly and accurately in writing. Practice by writing multi-paragraph compositions in response to readings and discussions. This course is helpful if you are planning to take the Accuplacer ESL test. TWA

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

**Distance Learning**
CRN#: 34386 2/15-5/14 Online 24/7

**Hybrid (Rockville Campus & SR)**
CRN#: 34495 27 Sessions M W 2/1-3/10 6:30-9 p.m.
2/1-3/10 meets as Structured Remote
3/22-5/10 meets on Rockville Campus
Last class on 5/10 meets 6:30-9:30 p.m.
No class 3/15, 3/17

**Hybrid (TP/SS Campus & SR)**
CRN#: 34496 27 Sessions T R 2/2-5/11 6:30-9 p.m.
2/2-3/11 meets as Structured Remote
3/23-5/11 meets on TP/SS Campus
Last class on 5/11 meets 6:30-9:30 p.m.
No class 3/16, 3/18

**Rockville Campus**
CRN#: 34497 34 Sessions M T W R F 3/23-5/7 9:30 a.m.-11:30 a.m.

**Structured Remote**
CRN#: 34493 34 Sessions M T W R F 1/25-3/11 9:30 a.m.-11:30 a.m.
CRN#: 34494 27 Sessions T R 2/2-5/11 12:2-30 p.m.
Last class on 5/11 meets 12:3 p.m.
No class 3/16, 3/18

**Takoma Park/Silver Spring Campus**
CRN#: 34498 34 Sessions M T W R F 3/23-5/7 9:30 a.m.-11:30 a.m.

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**Writing and Vocabulary Skills**
Introductory writing course for students who already have the ability to write simple sentences. Increase vocabulary and learn to write better paragraphs. This course is helpful if you are planning to take the Accuplacer ESL test. TWA

**Course: ESL189**
370 + 70 fee = 440; NMR add 225

**Hybrid (Rockville Campus & SR)**
CRN#: 34370 20 Sessions T R 2/2-4/15 12:30-2:30 p.m.
2/2-3/11 meets as Structured Remote
3/23-4/15 meets on Rockville Campus
No class 3/16, 3/18

**Structured Remote**
CRN#: 34375 20 Sessions M W F 3/24-5/7 9:30 a.m.-11:30 a.m.

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

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

**Structured Remote**
CRN#: 34365 20 Sessions M W 2/1-4/14 7-9 p.m.
No class 3/15, 3/17
CRN#: 34363 20 Sessions T R 2/2-4/15 12:30-2:30 p.m.
No class 3/16, 3/18
CRN#: 34364 20 Sessions M W F 3/24-5/7 9:30 a.m.-11:30 a.m.

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**Writing 2–Intermediate Writing 2**
Review writing and editing of well-developed paragraphs. Introduction to writing a multi-paragraph essay. This course is helpful if you are planning to take the Accuplacer ESL test. TWA

**Course: ESL225**
370 + 70 fee = 440; NMR add 225

**Distance Learning**
CRN#: 34499 2/15-5/14 Online 24/7

**Structured Remote**
CRN#: 34501 20 Sessions M W 2/1-4/14 7-9 p.m.
No class 3/15, 3/17
CRN#: 34500 20 Sessions T R 2/2-4/15 12:30-2:30 p.m.
No class 3/16, 3/18
CRN#: 34502 20 Sessions M W F 3/24-5/7 9:30 a.m.-11:30 a.m.

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**Advanced English**

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

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

**Structured Remote**
CRN#: 34385 20 Sessions T R 2/2-4/15 7-9 p.m.
No class 3/16, 3/18

**TOEFL Preparation**
Prepare to take the TOEFL (Test of English as a Foreign Language). Practice TOEFL tests, become familiar with the format of the TOEFL iBT, and learn test-taking strategies specifically for the TOEFL. TWA

**Course: ESL17**
520 + 90 fee = 610; NMR add 300

**Distance Learning**
CRN#: 34384 2/15-5/14 Online 24/7

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**Animal Care**

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

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

**Hybrid (Rockville Campus & DL)**
CRN#: 34783 5 Sessions M W 1/25-2/8 6:30-8:30 p.m.

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**Coronavirus and Course Locations: What You Need to Know**

Some classes in this schedule may reflect on campus locations; however, until the end of spring break in March 2021, most classes will be online through Distance Learning or Structured Remote teaching. Classes that are listed as only Structured Remote or Distance Learning will remain that way unless otherwise noted.

See page 2 for more information.
Animal Reiki II
This course is designed to enable you to learn the healing methods of Level II Reiki, how distance healing works across space and time, and how Reiki can be complemented with other alternative healing techniques. Each successful student will receive a second level attunement/Animal Reiki Level II Certificate and skills to practice Level II Reiki with animals. Prerequisite: Animal Reiki Level I, TWA
Course: PET011 10 Hours
60 + 150 fee = 210; NMR add 140
Hybrid (Rockville Campus & DL)
CRN#: 34784 5 Sessions M W
2/22-3/8 6:30-8:30 p.m.

Animal Reiki III
This course is designed to teach you advanced methods of using Reiki energy healing with animals, a continuation of the previous two level courses. You will learn healing after surgery or trauma, energy work for animals who have been abandoned, energy work for animals with emotional and behavioral problems, and also techniques for balancing ones own energy and how to pass Reiki healing ability to others. Prerequisite: Reiki I and II, TWA
Course: PET018 10 Hours
60 + 150 fee = 210; NMR add 140
Hybrid (Rockville Campus & DL)
CRN#: 34785 5 Sessions M W
3/15-3/29 6:30-8:30 p.m.

Emergency Preparedness for Pets—Are You Ready?
Pets are family too. Do you have a plan for your pet in an emergency? Including pets in the emergency plan helps your family’s ability to respond to an emergency. In this course, you will learn how to make an emergency plan for your pet, how to prepare a shelter for your pet, and how to prepare a disaster kit for your pet in the case of an emergency. TWA
Course: PET025 5 Hours
45 + 35 fee = 80; NMR add 50
Hybrid (Rockville Campus & DL)
CRN#: 34789 2 Sessions T
4/6-4/13 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
Hybrid (Rockville Campus & DL)
CRN#: 34782 2 Sessions S
4/17-4/24 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 workforce, either as an employee or as a business owner with a mobile grooming service, a grooming shop, a home grooming business or working in a veterinarian office. This course introduces you to the fundamentals of professional dog grooming. Topics to be covered include equipment and tool maintenance, purchasing 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. Note: Must have previous hands-on interactions with dogs to do well in this course. You must also pass module I to move on to module II, TWA
Course: PET021 24 Hours
400 + 75 fee = 475; NMR add 225
Hybrid (Rockville Campus & DL)
CRN#: 34786 8 Sessions M T R
1/25-2/23 6:30-9:30 p.m.

Professional Dog Grooming—Module II
This course is the second of four courses to prepare you to enter the professional dog grooming workforce. 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, TWA
Course: PET022 15 Hours
350 + 75 fee = 425; NMR add 225
Hybrid (Rockville Campus & DL)
CRN#: 34787 5 Sessions M T R
2/15-2/23 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. You will begin to develop grooming skills, handling matted coats and double coats, proper brushing, hand stripping, shedding, and the proper use of shampoos. You will learn the different names of particular grooms, how to identify lumps, bumps, ear infections, skin irritations, nail trimming, and ear cleaning, TWA
Course: PET023 30 Hours
425 + 75 fee = 500; NMR add 250
Hybrid (Rockville Campus & DL)
CRN#: 34788 10 Sessions M T R
3/1-3/22 6:30-9:30 p.m.

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

Hybrid (In person & DL or SR)
Classes will meet online either through Structured Remote (SR) or Distance Learning (DL) along with face to face meetings on campus.
See page 2 for more information.

Did you know that WDCE often adds additional course offerings throughout the semester?
Visited our website often for up-to-date course offerings and information.
Veterinary Assistant Training

Veterinary Assistant Training III: Patient Care & Treatment
Learn veterinary assistant inpatient care and clinical procedures. Topics include: medicating the patient, animal nutrition, fluid therapy, and therapeutic techniques for animals. This course consists of 18 classroom hours and 16 clinical hours.

Prerequisites: Veterinary Assistant Training I and II. TWA

Course: VET004 34 Hours
330 + 130 fee = 460; NMR add 225
Hybrid (Rockville Campus & DL)
CRN#: 34840 7 Sessions F
2/19-4/2 12:30-3:30 p.m.
No class 3/19
This class will meet on the Rockville Campus every other Friday.
CRN#: 34841 7 Sessions F
2/19-4/2 6:30-9:30 p.m.
No class 3/19
This class will meet on the Rockville Campus every other Friday.

Veterinary Assistant Training IV
This course is the final course of the Veterinary Assistant Training series. Topics include anesthesia, surgery preparation, first aid and emergency procedures, CPR, and the critical care of animals. You will learn the skills necessary to assist in these situations. The course includes 24 classroom hours and 18 clinical hours. The course concludes with a wrap-up seminar day.

Prerequisites: Veterinary Assistant Training I, II, and III. TWA

Course: VET005 42 Hours
475 + 130 fee = 605; NMR add 225
Hybrid (Rockville Campus & DL)
CRN#: 34842 9 Sessions F
4/9-5/28 12:30-3:30 p.m.
CRN#: 34843 9 Sessions F
4/9-5/28 6:30-9:30 p.m.

Art History, Theory, and Professional Development

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

Course: ADSS34 4 Hours
30 + 25 fee = 55; NMR add 50
Structured Remote
CRN#: 34187 2 Sessions M
3/29-4/5 3-5 p.m.

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

Course: ADS540 12.5 Hours
100 + 65 fee = 165; NMR add 120
Structured Remote
CRN#: 34192 5 Sessions W
2/10-3/10 7-9:30 p.m.

Experiencing Art at Home
Gain new perspective on the art in your home with Exercises for the Quiet Eye, a method of interacting with art taught in museums and colleges across the country. Look with fresh eyes on the art you live with or near, even things you didn’t consider art! Through a series of close looking activities, you’ll activate the art around you and fill it with new meaning. Also learn to engage with online and print content to enhance your understanding of the art around you. Open to students of all levels. TWA

Course: ADS541 6.25 Hours
50 + 35 fee = 85; NMR add 50
Structured Remote
CRN#: 34193 5 Sessions M
3/24-4/21 4-5:15 p.m.

NEW Art + Design and Performing Arts offerings:

Adobe Lightroom: Photo Editing.......................... page 15
Etsy Selling for Artists & Makers.......................... page 9
Experiencing Art at Home..................................... page 9
Jewelry Design.................................................. page 10
Jewelry: Polymer Clay Sculpting............................ page 10
Marketing for Artists & Makers............................ page 10
Private Art & Design Tutoring.............................. page 14
Writing a Web Series......................................... page 73
Marketing for Artists & Makers \textit{NEW}

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

Course: ADS544 \hspace{1cm} 25 Hours
185 + 125 fee = 310; NMR add 160

Structured Remote
CRN#: 34196 \hspace{1cm} 10 Sessions \hspace{0.5cm} T
2/9-4/20 \hspace{0.5cm} 7-8:30 p.m.
No class 3/16

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

Survey of Asian Art \textit{Co-L}

Discover the art and culture of China, Japan, India, and Southeast Asia. Explore architecture, ceramics, painting, printmaking, and sculpture. Learn about cross-cultural influences, religion, and philosophy as they relate to the art of Asian cultures. TWA

Course: ART014 \hspace{1cm} 37.5 Hours
396 + 136.20 fee = 532.20; NMR add 871.20

Distance Learning
CRN#: 35017 \hspace{1cm} 1/25-5/16 \hspace{0.5cm} Online 24/7
No class 3/15-21

Writing About Art

Writing about art is the basis for museum labels, art criticism, philosophy, poetry, and prose, shaping the way we perceive artwork. Gain a foundation in art writing for a variety of audiences and purposes, honing your ability to communicate your unique perceptions. Improve your observational skills while deepening your appreciation of the visual world. Open to students of all levels.TWA

Course: ADS510 \hspace{1cm} 15 Hours
120 + 75 fee = 195; NMR add 120

Structured Remote
CRN#: 34169 \hspace{1cm} 10 Sessions \hspace{0.5cm} S
2/13-4/24 \hspace{0.5cm} 10 a.m.-11:30 a.m.
No class 3/20

Crafts

Collage & Assemblage

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

Course: ADS517 \hspace{1cm} 25 Hours
185 + 125 fee = 310; NMR add 160

Structured Remote
CRN#: 34171 \hspace{1cm} 10 Sessions \hspace{0.5cm} R
2/11-4/22 \hspace{0.5cm} 6-7:30 p.m.
No class 3/18

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

Crafts \textit{Co-L}

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.

Topic: Handmade books, relief printmaking, paper crafts, and textile design. TWA

Course: ART044 \hspace{1cm} 75 Hours
396 + 136.20 fee = 532.20; NMR add 871.20

Structured Remote
CRN#: 34024 \hspace{1cm} 30 Sessions \hspace{0.5cm} T R
1/26-5/13 \hspace{0.5cm} 9-11:40 a.m.
No class 3/16, 3/18

Jewelry Design \textit{NEW}

Explore design strategies for jewelry while discussing contemporary trends and styles. To create professional-quality jewelry, you need to learn design, not just how to use the tools. Discover the language of design through hands-on exercises that can be completed with readily available materials. Design professional-quality jewelry by employing design principles, narrative, archetypal forms, and wearability considerations. This class is focused on creating designs for future jewelry making. TWA

Course: ADS538 \hspace{1cm} 28 Hours
195 + 130 fee = 325; NMR add 160

Structured Remote
CRN#: 34190 \hspace{1cm} 7 Sessions \hspace{0.5cm} M
1/25-3/8 \hspace{0.5cm} 5-9 p.m.

Jewelry: Polymer Clay Sculpting \textit{NEW}

Create unique and professional jewelry using oven-baked clay. This medium is accessible for home use, but can be harnessed for striking results. Learn techniques to create patterns such as checkerboards, stripes, and gradations. Combine these with simple metals techniques to create finished jewelry pieces. Open to students of all levels. TWA

Course: ADS545 \hspace{1cm} 32 Hours
205 + 135 fee = 340; NMR add 160

Structured Remote
CRN#: 34735 \hspace{1cm} 7 Sessions \hspace{0.5cm} M
3/22-5/3 \hspace{0.5cm} 5-9:35 p.m.

Paper Crafts

Explore a variety of paper crafts projects that build upon one another into creative expressions of 2-D and 3-D design. We will begin with cut-paper traditions looking at a variety of cultures as examples. Explore processes such as mixed media collage, pop-up cards, paper banners of papel picado, origami techniques, paper lanterns and lamps, and hanging sculptures and mobiles. Students may also select individual paper projects to create as we share our ideas and sources of inspiration. TWA

Course: ADS433 \hspace{1cm} 25 Hours
185 + 125 fee = 310; NMR add 160

Structured Remote
CRN#: 34155 \hspace{1cm} 10 Sessions \hspace{0.5cm} T
2/9-4/20 \hspace{0.5cm} 1-3:30 p.m.
No class 3/16

Professionalize your art practice with:

- Copyright, Fair Use, and Creative Commons....page 9
- Etsy Selling for Artists & Makers....page 9
- Marketing for Artists and Makers....page 10
- Writing About Art....page 10
Sewing: Introduction
Are you interested in sewing but don’t know how to get started? Learn foundational sewing skills that will aid you in future projects. Practice the basics of hand sewing and the essentials of using a sewing machine. Learn to read and follow a pattern in order to create a final product such as a bag, hat, apron, or stuffed animal. This course is ideal for beginners with no formal sewing experience. TWA
Course: ADS518 12.5 Hours
100 + 65 fee = 165; NMR add 120
Structured Remote
CRN#: 34172 5 Sessions F
2/12-3/12 2:30 p.m.
Class meetings are supplemented by an hour of self-paced content each week.

Drawing

Children’s Book Illustration
Have you ever wondered what it takes to illustrate a children’s book? In this course, students learn about visual storytelling, the layout and design of children’s books, and the process of conceptualizing a picture book from start to finish. Students will choose a story to work with, create a storyboard, and work on a book dummy. We will look at examples, discuss composition, drawing and painting methods, and how to pitch to publishers or self-publish. Note: though you will be drawing, this is not a drawing class. The focus is on illustrating a story, as opposed to drawing an illustration. TWA
Course: ADS449 25 Hours
185 + 125 fee = 310; NMR add 160
Structured Remote
CRN#: 34157 10 Sessions M
2/8-4/24 10 a.m.-11:30 a.m.
Class meetings are supplemented by an hour of self-paced content each week.

Drawing: Intermediate
Have you taken an introductory drawing class but want to further develop your drawing skills? This course picks up on the techniques introduced in Introduction to Drawing and provides further analysis and exploration of drawing skills, techniques, and concepts. Emphasis is on more complex problem solving in the visual interpretation of three-dimensional forms. You will utilize a variety of black-and-white and color drawing media. Bring a sketchbook, charcoal, and pencils to the first class. Prerequisite: ADS039 Intro to Drawing or equivalent experience. TWA
Course: ADS418 25 Hours
185 + 125 fee = 310; NMR add 160
Structured Remote
CRN#: 34168 10 Sessions R
2/11-4/21 4-5 p.m.
No class 3/15
Class meetings are supplemented by an hour and a half of self-paced content each week.

Drawing: Introduction
Learn fundamental drawing skills such as gesture, proportion, composition, cross contour, line, and perspective. Working from direct observation with still life, you will learn to translate three-dimensional space to a two-dimensional image. Explore various techniques, including graphite, pens, and ink. No prior drawing experience necessary. Class meetings are supplemented by an hour of self-paced content each week. TWA
Course: ADS504 25 Hours
185 + 125 fee = 310; NMR add 160
Structured Remote
CRN#: 34164 10 Sessions M
2/8-4/24 10 a.m.-11:30 a.m.
Class meetings are supplemented by an hour of self-paced content each week.
CRN#: 34165 10 Sessions T
2/9-4/20 7-9:30 p.m.

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

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

Classes marked with this code Co-L are co-listed. They are offered so that students may register either for credit or continuing education (noncredit) status. See more details on page 103.
Art + Design

Film & Video Arts

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

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

Structured Remote
CRN#: 34174 5 Sessions W 3/24-4/21 6:7-15 p.m.
Class meetings are supplemented by 1 hour and 45 minutes of self-paced content each week.

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

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

Structured Remote
CRN#: 34173 5 Sessions W 2/10-3/10 6:7-15 p.m.
Class meetings are supplemented by 1 hour and 45 minutes of self-paced content each week.

Audio & Video Podcasting Co-L
Discover the art of storytelling using research, professional audio techniques, and video technology. Develop interview skills and advanced sound recording techniques to create a series of short-form podcasts for distribution on a podcast hosting site. Learn strategies for both documenting an event and investigating an issue. *Prerequisite: experience with Adobe Audition or other audio mixing software. Can be fulfilled through ADS535 Sound Design: Introduction, TVRA125 Audio Production tech, or similar experience.* TWA

Course: ART078 75 Hours
396 + 136.20 fee = 532.20; NMR add 871.20

Video Production Portfolio Co-L
Build your video portfolio in preparation for your job hunt, and increase your marketability by completing one or more video production industry certifications. Take this opportunity to get weekly guidance and career help. Students should have some background in video production and completed projects to draw from for a portfolio. TWA

Course: ART068 60 Hours
264 + 90.80 fee = 354.80; NMR add 580.80

Structured Remote
CRN#: 34029 7 Sessions M 3/29-5/10 10 a.m.-12:45 p.m.
Class meetings are supplemented by six hours of self-paced content each week.

Graphic Design & Digital Arts

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

Course: ADS524 25 Hours
185 + 125 fee = 310; NMR add 160

Distance Learning
CRN#: 34179 2/8-4/24 Online 24/7
No class 3/15-3/21

Become a Digital Arts Pro with Adobe Creative Cloud

Free access to Adobe CC for students!

Adobe Creative Cloud: Introduction, page 12
Adobe Illustrator: Digital Graphics, page 13
Adobe Photoshop: Imaging Basics, page 13
Adobe Photoshop: Intermediate Imaging Techniques, page 13
Adobe Lightroom: Photo Editing, page 15
Adobe Premiere Pro: Video Editing Basics, page 12
Adobe After Effects: Motion Graphics Basics, page 12

Classes marked with this code Co-L are co-listed. They are offered so that students may register either for credit or continuing education (noncredit) status. See more details on page 103.
Adobe Illustrator: Digital Graphics
Adobe Illustrator CC is a vector graphics program that artists and designers use to create sophisticated illustrations and type effects. It's a fun and intuitive drawing program that's much easier to use than Photoshop for anything line- and shape-based. Start by drawing and manipulating simple shapes, and move on to layered compositions that can be used to create logos, illustrations, and web graphics. **Students have access to a free Adobe license. System requirements available at helpx.adobe.com/creative-cloud/system-requirements.html. TWA**

**Course: ADS526** 25 Hours
185 + 125 fee = 310; NMR add 160

**Structured Remote**
CRN#: 34181  10 Sessions  R
2/11-4/22  10 a.m.-11 a.m.  No class 3/18
Class meetings are supplemented by an hour and a half of self-paced content each week.

Adobe InDesign: Layout & Publishing
Learn to create page layouts for print and web publication. InDesign is the secret weapon of Adobe’s graphic design suite, bringing together content created in Photoshop and Illustrator to produce a final product. Use it to combine graphics, photos, and text to create powerful designs. Discover what it takes to build everything from single page posters and flyers to a complete book. Please bring a flash drive and your MyMC login to the first class. **Students have access to a free Adobe license. System requirements available at helpx.adobe.com/creative-cloud/system-requirements.html. TWA**

**Course: ADS536** 25 Hours
185 + 125 fee = 310; NMR add 160

**Distance Learning**
CRN#: 34188  2/8-4/24  Online 24/7
No class 3/15-3/21

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

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

**Structured Remote**
CRN#: 34180  8 Sessions  S
2/27-4/24  9:30 a.m.-12:30 p.m.  No class 3/20

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

**Course: ADS537** 25 Hours
185 + 125 fee = 310; NMR add 160

**Structured Remote**
CRN#: 34189  8 Sessions  R
2/25-4/22  6:30-9:30 p.m.  No class 3/18

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

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

**Structured Remote**
CRN#: 34180  8 Sessions  S
2/27-4/24  9:30 a.m.-12:30 p.m.  No class 3/20

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

**Course: ADS537** 25 Hours
185 + 125 fee = 310; NMR add 160

**Structured Remote**
CRN#: 34189  8 Sessions  R
2/25-4/22  6:30-9:30 p.m.  No class 3/18
Class meetings are supplemented by an hour and a half of self-paced content each week.

Digital Tools for the Visual Arts
An examination of the digital tools used in the visual arts. Students are exposed to the theory and function of the major software packages and basic design principles utilized in the visual arts. Topics include operating systems, typography, vector and bitmap imaging, page layout, PDF creation and editing, timeline-based video editing, file transfer, output, web, emerging technologies, and other material relative to the digital visual arts workflow. **Students have access to a free Adobe license. System requirements available at helpx.adobe.com/creative-cloud/system-requirements.html. TWA**

**Course: ART057** 75 Hours
396 + 136.20 fee = 532.20; NMR add 871.20

**Takoma Park/Silver Spring Campus**
CRN#: 34027  21 Sessions  MWF
3/29-5/14  6-9:55 p.m.
Class will meet as Structured Remote if campuses remain closed.

Painting

Acrylic Painting: Intermediate
Further your exploration of acrylic painting, the dominant painting medium of the 20th century and today. Advance your technical and conceptual skills by creating representational, abstract, and non-objective paintings. Explore the use of a variety of acrylic media as well as mixing, surface preparation, and application strategies. **Prerequisite: ADS4141/ADS529 Intro to acrylic painting or equivalent experience. TWA**

**Course: ADS457** 25 Hours
185 + 125 fee = 310; NMR add 160

**Structured Remote**
CRN#: 34158  10 Sessions  T
2/9-4/20  1-3 p.m.  No class 3/16
Class meetings are supplemented by a half hour of self-paced content each week.

Increase Your Global Art Awareness
Discover the arts from regions around the world, and learn to create in traditional styles!

- African Dance ........................................ page 69
- Chinese Brush Painting .......................... page 14
- Woodcut: Global Printmaking ............... page 15
- World Ensemble ................................... page 73
- World Music ........................................ page 73
Acrylic Painting: Introduction
Explore the amazing medium of acrylic paints! Acrylic is the dominant painting medium of the 20th century, used by artists like Rothko, Warhol, and Hockney. It's also non-toxic and cleans up with water! Learn how to use a wide variety of acrylic products, including paint, gels, medium, and grounds. Practice mixing clean colors, controlling drying time, and creating glazes and textures. This course is designed for new artists and those who have never explored acrylics in depth. TWA
Course: ADS529 25 Hours
185 + 125 fee = 310; NMR add 160
Structured Remote
CRN#: 34183 10 Sessions  W
2/10-4/21 1-3 p.m.
No class 3/17
Class meetings are supplemented by a half hour of self-paced content each week.

Aqueous Media and Collage
Learn to create collages using aqueous media (watercolor) as a unifying tool. Students will conceptualize and assemble compositions related to mythology, symbolism, fantasy, personal iconography, whimsical, and/or spiritual themes. Gain experience using design principles and elements of art to create a unified piece. There is no limit on the combined use of aqueous media: we will incorporate found objects, pen and ink, magazine clippings, colored and watercolor pencils; acrylic paints, pastel, pencil, and discarded paintings. TWA
Course: ADS468 25 Hours
185 + 125 fee = 310; NMR add 160
Structured Remote
CRN#: 34159 10 Sessions  W
2/10-4/21 9:30 a.m.-11 a.m.
No class 3/17
Class meetings are supplemented by an hour of self-paced content each week.

Chinese Brush Painting
Learn the foundational strokes and principles of composition for Chinese painting using brushes, sumi-e ink, and Chinese watercolors to paint on rice paper. Topics change each semester; see section details for subject matter. Upon completion of this course, students will complete a painting for each subject. Chinese painting wet mount will be taught at the end of class. TWA
Course: ADS507 25 Hours
185 + 125 fee = 310; NMR add 160
Structured Remote
CRN#: 34167 10 Sessions  M
2/8-4/19 10 a.m.-12:30 p.m.
No class 3/15

Oil Painting: Independent Studio
From trompe l’oeil techniques to abstract expressionism, develop your own painting style. You will primarily work on paintings and subjects of your own choosing. There will be a limited number of group studies intended to enhance the participant’s own direction. Bring your oil painting supplies, including canvas of your choice and painting concept, to the first class. Prerequisite: At least two semesters of oil painting studies. TWA
Course: ADS530 25 Hours
185 + 125 fee = 310; NMR add 160
Structured Remote
CRN#: 34185 10 Sessions  S
2/13-4/24 9:30 a.m.-12 p.m.
No class 3/20

Watercolor: Intermediate
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/ADS531 Beginning Watercolor or equivalent experience. TWA
Course: ADS532 25 Hours
185 + 125 fee = 310; NMR add 160
Structured Remote
CRN#: 34186 10 Sessions  W
2/10-4/21 1-2:30 p.m.
No class 3/17
Class meetings are supplemented by an hour of self-paced content each week.

Coronavirus and Course Locations:
What You Need to Know
Some classes in this schedule may reflect on campus locations; however, until the end of spring break in March 2021, most classes will be online through Distance Learning or Structured Remote teaching. Classes that are listed as only Structured Remote or Distance Learning will remain that way unless otherwise noted. See page 2 for more information.

Private Art & Design Tutoring
Get personal attention from one of our many talented art instructors! This time you call the shots: what projects you want to work on, skills you want to learn, and even who you want to work with. Tutoring is available in drawing, painting, graphic design, digital arts, illustration, photography, film and video arts, printmaking, crafts, and more! Contact us at communityarts@montgomerycollege.edu and let us know what you want to study and/or who you would like to work with. Open to students of all levels to work with. TWA
Course: ADS543 10 Hours
140 + 550 fee = 690; NMR add 300
Structured Remote
CRN#: 34195 10 Sessions  2/8-4/24 No class 3/15-3/21
Class times will be determined between student and instructor.

Study one-on-one with our talented faculty
For the first time, you can take private art lessons in any subject, with a faculty member of your choice!
Private Art & Design Tutoring
Course#: ADS543

Community Arts is on Facebook!
Keep up with events, new course offerings, registration information, and more.
www.facebook.com/communityartsatmontgomerycollege
Find us on Facebook
Watercolor: Introduction
Learn the basic tools and techniques of watercolor painting in this introductory class. Emphasis on how to utilize color in creating an effective composition. Demonstration, discussion, and critiques will augment studio work. Bring tubes of red, blue, and yellow watercolor paint, a one-inch flat watercolor brush, and a jar for water to the first class. Subject matter includes still life, landscape, and portrait painting. TWA
Course: ADS531 25 Hours 185 + 125 fee = 310; NMR add 160
Structured Remote
CRN#: 34184 10 Sessions S 2/13-4/24 9:30 a.m.-11:30 a.m.
No class 3/20
Class meetings are supplemented by a half hour of self-paced content each week.

Photography

Adobe Lightroom: Photo Editing NEW
Explore Lightroom, Adobe’s powerful photo editing and management tool! Learn to handle your photos like the pros, from importing and labeling through editing to output. Harness the power of metadata for searching and organizing your photos. Discover lossless editing for rich, clear photographs and image manipulation. Learn to work with both jpegs and with RAW images, the industry standard for photography. Complete a project by outputting your images for books, slideshows, prints, or the web. Please bring a flash drive of photographs to the first class. Open to students of all levels. Students have access to a free Adobe license. System requirements available at helpx.adobe.com/creative-cloud/system-requirements.html. TWA
Course: ADS542 15 Hours 120 + 75 fee = 195; NMR add 120
Structured Remote
CRN#: 34194 5 Sessions T 3/23-4/20 11 a.m.-2 p.m.

Digital Photography, Introduction Co-L
In this introductory course, you will use digital cameras and basic image editing software. Learn print production for making black-and-white and color photographs and studio techniques that include portrait lighting and still life photography. No prior photography experience is required. You will use digital photography for the production of a photographic portfolio. TWA
Course: ART059 66 Hours 396 + 136.20 fee = 532.20; NMR add 871.20
Distance Learning
CRN#: 34028 1/27-5/16 Online 24/7
No class 3/15-21

Personal Digital Archiving
Do you have boxes of slides or photos in storage? A shelf of home movies on VHS? Now you can digitize them to access on your computer and share on the web. Learn the principles of personal archiving, including digitizing media, file processing and handling, and safe storage and backup. Classes are divided between lecture and in-class practice. Whether you’re an artist with work documented on physical media or someone with family memories trapped in obsolete media, this class will get your media into the 21st century! TWA
Course: ADS501 15 Hours 120 + 75 fee = 195; NMR add 120
Structured Remote
CRN#: 34163 5 Sessions S 2/13-3/13 9:30 a.m.-12:30 p.m.

Smartphone Photography
Unlock the power of your smartphone’s camera. Learn the apps, settings, composition techniques, and content that work best with smartphones. We’ll look at the smartphone as a photographic tool and explore artists who use smartphone photography in their work. Learn to create, edit, and critique high-quality images taken with your phone (you may also use a point-and-shoot or DSLR for shooting). Students of all levels are welcome. TWA
Course: ADS522 15 Hours 120 + 75 fee = 195; NMR add 120
Structured Remote
CRN#: 34176 5 Sessions R 2/11-3/11 12:30-2 p.m.
Class meetings are supplemented by an hour and a half of self-paced content each week.
CRN#: 34177 5 Sessions T 3/23-4/20 6:30-9:30 p.m.

Printmaking

Woodcut: Global Printmaking Co-L
Learn basic woodcut and relief printmaking techniques while studying multicultural influences in imagery, concepts, and the use of materials from Asia, Africa, Europe, and the Americas. TWA
Course: ART069 75 Hours 396 + 136.20 fee = 532.20; NMR add 871.20
Structured Remote
CRN#: 34030 14 Sessions M W 1/25-3/10 9 a.m.-3:05 p.m.
Takoma Park/Silver Spring Campus
CRN#: 35018 14 Sessions T R 3/30-5/13 1-7:05 p.m.
Class will meet as Structured Remote if campuses remain closed.

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

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

www.montgomerycollege.edu/community-arts/join
Building and Construction

Architecture and Construction Management

Computer Applications in Construction  **Co-L**

Computer Applications in Construction reviews the fundamental software applications used in construction management, administration, estimating, scheduling, and cost control. Topics include an introduction to several software packages used in the construction industry, internet applications, and emerging technologies in construction. Software packages reviewed and applied include Microsoft Word, Excel, and PowerPoint; Sage (formerly Timberline) and On-Screen Takeoff for estimating; and Primavera P6 for scheduling. TWA

**Course:** TTG502  **50 Hours**  
396 + 136.20 fee = 532.20; NMR add 871.20

**Rockville Campus**
CRN#: 34839  14 Sessions  T R  
3/30-5/13  6-9:50 p.m.

Construction Estimating  **Co-L**

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

**Course:** TTG418  **50 Hours**  
396 + 136.20 fee = 532.20; NMR add 871.20

**Structured Remote**
CRN#: 34882  15 Sessions  M  
1/25-5/10  6-9:40 p.m.  
No class 3/15

CRN#: 34884  29 Sessions  T R  
1/26-5/11  8 a.m.-9:55 a.m.  
No class 3/16, 3/18

Construction Field Operations  **Co-L**

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

**Course:** TTG494  **50 Hours**  
396 + 136.20 fee = 532.20; NMR add 871.20

**Rockville Campus**
CRN#: 34893  28 Sessions  M T W R  
3/29-5/13  10 a.m.-12:05 p.m.

Construction Management  **Co-L**

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

**Course:** TTG495  **37.5 Hours**  
396 + 136.20 fee = 532.20; NMR add 871.20

**Hybrid (Rockville Campus & DL)**
CRN#: 34116  7 Sessions  W  
3/29-5/16  6-8:40 p.m.

**Structured Remote**
CRN#: 34894  28 Sessions  M T W R  
1/25-3/11  12:30-1:55 p.m.

Construction Methods and Materials  **Co-L**

Construction Methods and Materials provides an introduction to the terminology, characteristics, and properties of various building materials and construction methods. Particular emphasis is placed on how to select and install various materials and building components. No previous knowledge of construction is required. TWA

**Course:** TTG493  **50 Hours**  
396 + 136.20 fee = 532.20; NMR add 871.20

**Rockville Campus**
CRN#: 34888  28 Sessions  M T W R  
3/29-5/13  10 a.m.-12:05 p.m.

**Structured Remote**
CRN#: 34892  28 Sessions  M T W R  
1/25-3/11  10 a.m.-12:05 p.m.

CRN#: 34891  15 Sessions  M  
1/25-5/10  6-9:40 p.m.  
No class 3/15

Construction Planning and Scheduling  **Co-L**

The Construction Planning and Scheduling course reviews and analyzes the planning and scheduling requirements used to manage construction projects. It will cover the preparation and pre-construction planning performed by the Project Manager and Project Superintendent. You will learn how to manually develop a Critical Path Method (CPM) schedule for planning construction operations. You will use Primavera P6 scheduling software to develop the list of activities for the project, the duration of activities, and relationships to determine the project’s critical path and duration. Management reports will be developed and analyzed. TWA

**Course:** TTG457  **50 Hours**  
396 + 136.20 fee = 532.20; NMR add 871.20

**Structured Remote**
CRN#: 34887  29 Sessions  M W  
1/25-5/10  10 a.m.-11:50 a.m.  
No class 3/15, 3/17

CRN#: 34885  15 Sessions  W  
1/27-5/12  6-9:30 p.m.  
No class 3/17

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**Building and Construction Special Note**

Some classes will be held on campus with safety measures in place. Classes that are listed as Structured Remote may continue meeting through videoconference, if conditions do not improve to allow more in-person classes during the second half of the spring semester.
Construction Surveying  Co-L
This course introduces typical surveying and layout methods, including the use of mathematics and formulas required to perform layout functions. Using surveying and layout instruments, attendees will establish and measure lines, elevations, angles, and perform building layout and basic grading layout. Laboratory exercises focus on fieldwork and use of surveying equipment. A basic knowledge of construction is required. Basic knowledge of trigonometry is recommended. TWA
Course: TTG496  12 Hours
50 Hours
396 + 136.20 fee = 532.20; NMR add 871.20
Rockville Campus
CRN#: 32895  18 Sessions  M R
1/27-5/13  6-9:10 p.m. (R: SR)
Saturday classes on 3/27, 4/10, and 4/24 will meet on the Rockville Campus from 8:30-11 a.m.
No class 3/18

Basic Repair Series

Basic Repair: Appliance Maintenance
Learn how to do basic maintenance on home appliances. Topics include dryer vents, HVAC filters, water heaters, boiler thermocouples, and more. TWA
Course: TTG507  6 Hours
50 + 45 fee = 95; NMR add 50
Rockville Campus
CRN#: 34321  1 Session  S
3/13-3/13  9 a.m.-3:30 p.m.

Basic Repair: Carpentry
Perform basic carpentry skills such as basic wall framing, door and window installation, and trim installation. The class covers tools and materials as well as the safe performance of standard construction methods. TWA
Course: TTG297  12 Hours
65 + 125 fee = 190; NMR add 120
Rockville Campus
CRN#: 34304  2 Sessions  S
3/27-4/3  9 a.m.-3:30 p.m.

Basic Repair: Drywall Patch, Painting, and Wallpapering
Learn how to repair damaged drywall using standard patching techniques, and the best methods and materials for painting and wallpapering. This course will cover the tools, materials, and techniques used by professionals. TWA
Course: TTG227  12 Hours
65 + 125 fee = 190; NMR add 120
Rockville Campus
CRN#: 34302  2 Sessions  S
4/17-4/24  9 a.m.-3:30 p.m.

Basic Repair: Electrical
Learn to replace bad electrical components and install outlets and fixtures safely and according to National Electrical Code specifications. Learn the proper techniques for wiring and connecting, as well as the different types of circuits. TWA
Course: TTG229  12 Hours
$65 + $125 fee = $190; NMR add $120
Rockville Campus
CRN#: 35034  2 Sessions  S
2/27-3/6  9 a.m.-3:30 p.m.

Basic Repair: Plumbing
Learn how to properly replace faulty plumbing fixtures and perform typical maintenance. Topics include gluing plastic pipe, soldering copper pipe, making connections, and replacing faulty or leaking components. TWA
Course: TTG228  12 Hours
65 + 125 fee = 190; NMR add 120
Rockville Campus
CRN#: 34303  2 Sessions  S
2/6-2/13  9 a.m.-3:30 p.m.

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. You are expected to have completed Fundamentals of Carpentry or have equivalent knowledge and experience. TWA
Course: TTG480  75 Hours
528 + 181.60 fee = 709.60; NMR add 1,161.60
Hybrid (Rockville Campus & SR)
CRN#: 34314  15 Sessions  M
1/26-5/10  5:30-9:45 p.m.
No class 3/15

Building Codes and Standards  Co-L
An examination of building codes and standards applied to residential buildings. The International Residential Code (IRC) will be emphasized, and local area amendments will be addressed. Topics include planning and permitting, foundations, floors, walls, roofs, energy efficiency, chimneys, and fireplaces. TWA
Course: TTG379  37.5 Hours
396 + 136.20 fee = 532.20; NMR add 871.20
Structured Remote
CRN#: 34311  15 Sessions  W
1/27-5/12  6-8:40 p.m.
No class 3/17
Building and Construction

Building Trades Blueprint Reading

Focus on reading and interpreting working construction drawings and making practical applications in the building trades, primarily in carpentry, electrical, plumbing, and HVAC/R. Topics include drawing types; symbols and terminology; interpreting scale and dimensioning; floor plans; and mechanical, elevation, and detail drawings. TWA

Course: TTG008 37.5 Hours
396 + 136.20 fee = 532.20; NMR add 871.20
Structured Remote
CRN#: 34298 15 Sessions M W F
3/22-4/23 9 a.m.-11:40 a.m.

Commercial Electrical Wiring

An advanced electrical course, emphasizing wiring of commercial buildings. Topics include conduits and cables, branch circuits and feeders, fasteners, motors and transformers, services and panel boards, and commercial wiring codes and specifications. You are expected to have completed Fundamentals of Electrical Wiring, or have equivalent knowledge and experience. TWA

Course: TTG381 75 Hours
528 + 181.60 fee = 709.60; NMR add 1,161.60
Hybrid (Rockville Campus & SR)
CRN#: 34312 15 Sessions W
1/27-5/12 5:10-10:15 p.m.
No class 3/17

Fundamentals of Carpentry

An introduction to the framing and carpentry trade. Topics include material selection and estimating; basic calculations; tools; print reading; layout; and floor, wall, and ceiling framing. TWA

Course: TTG477 75 Hours
528 + 181.60 fee = 709.60; NMR add 1,161.60
Hybrid (Rockville Campus & SR)
CRN#: 34315 15 Sessions R
1/28-5/13 5:10-10:15 p.m.
No class 3/18

Fundamentals of Electrical Wiring

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

Course: TTG478 75 Hours
528 + 181.60 fee = 709.60; NMR add 1,161.60
Hybrid (Rockville Campus & SR)
CRN#: 34316 15 Sessions M
1/25-5/10 5:10-10:15 p.m.
No class 3/15
CRN#: 34317 25 Sessions M T W R F
2/1-3/5 12:45-4 p.m.

Fundamentals of Refrigeration

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

Course: TTG373 62.5 Hours
528 + 181.60 fee = 709.60; NMR add 1,161.60
Hybrid (Rockville Campus & SR)
CRN#: 34305 15 Sessions R
1/28-5/13 5:30-9:45 p.m.
No class 3/18
CRN#: 34306 20 Sessions M T W R
2/1-3/4 12:45-4 p.m.

Heating Systems

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

Course: TTG383 62.5 Hours
528 + 181.60 fee = 709.60; NMR add 1,161.60
Hybrid (Rockville Campus & SR)
CRN#: 34313 29 Sessions T R
1/26-5/11 9-11:40 a.m. (1/26-5/11)
9:10-4 p.m. (1/28-5/6)
No class 3/16, 3/18

HVC Electricity

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

Course: TTG374 62.5 Hours
528 + 181.60 fee = 709.60; NMR add 1,161.60
Hybrid (Rockville Campus & SR)
CRN#: 34308 20 Sessions M T W R
3/22-4/22 12:45-4 p.m.

HVAC Technician Development

An overview of the HVAC technicians professional development responsibilities and opportunities. Refrigerant transition and recovery certification training will be provided. Students are expected to have completed Fundamentals of Refrigeration or have equivalent knowledge and experience. TWA

Course: TTG375 25 Hours
264 + 90.80 fee = 354.80; NMR add 580.80
Structured Remote
CRN#: 34310 7 Sessions T
1/26-3/9 5:30-9:10 p.m.
CRN#: 34309 8 Sessions M T W R
4/26-5/6 12:45-4 p.m.

Building and Construction Special Note

Some classes will be held on campus with safety measures in place. Classes that are listed as Structured Remote may continue meeting through videoconference, if conditions do not improve to allow more in-person classes during the second half of the spring semester.

If you are required to come on campus, please follow the safety guidelines and procedures found on our website:
www.montgomerycollege.edu/coronavirus/return-to-campus-health-safety.html

Classes marked with this code CoL are co-listed. They are offered so that students may register either for credit or continuing education (noncredit) status. See more details on page 103.
Introduction to the Building Trades **Co-L**
An introduction to the construction process and the professional building trades. Career options, professional preparation, building systems and materials, and construction industry issues will be explored. TWA

**Course:** TTG010  **37.5 Hours**
396 + 136.20 fee = 532.20; NMR add 871.20

**Structured Remote**
CRN#: 34300  15 Sessions  M
1/25-5/10  6-8:40 p.m.
No class 3/15
CRN#: 33925  15 Sessions  M W F
2/1-3/5  9 a.m.-11:40 a.m.

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

**Course:** TTG579  **37.5 Hours**
396 + 136.20 fee = 532.20; NMR add 871.20

**Structured Remote**
CRN#: 34337  15 Sessions  M
1/25-5/10  5:30-8:10 p.m.
No class 3/15

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

Hybrid (Rockville Campus & SR)
CRN#: 34319  15 Sessions  R
1/28-5/13  5:10-10:15 p.m.
No class 3/18
CRN#: 34320  25 Sessions  M T W R F
3/29-4/30  12:45-4 p.m.

Green Building and Construction

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

**Course:** TTG521  **50 Hours**
396 + 136.20 fee = 532.20; NMR add 871.20

Hybrid (Rockville Campus & SR)
CRN#: 34324  15 Sessions  T
1/26-5/11  5:30-8:55 p.m.
No class 3/16

**Building and Construction Special Note**
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www.montgomerycollege.edu/coronavirus/return-to-campus-health-safety.html

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

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

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

**Student Expectations:**
Students are expected to 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.

Winter Intersession

Crafts to Share with Family and Friends **NEW**
Join us as we make a different craft each day of class! You will learn how to make a stuffed animal from an old sock, a dog toy from an old t-shirt, and a pom-pom for you and your cat! You will make a bookmark with a tassel, a yarn doll, friendship bracelets, homemade stationery, decorative bows and more.

**Course:** SPP524  **15 Hours**
160 + 69 fee = 229; NMR add 140

**Structured Remote**
CRN#: 34774  10 Sessions  M T W R F
1/4-1/15  11 a.m.-12:30 p.m.

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

**Course:** SPP018  **15 Hours**
160 + 69 fee = 229; NMR add 140

**Structured Remote**
CRN#: 34117  10 Sessions  M T W R F
1/4-1/15  3-4:30 p.m.
Reading for Fun and Facts: *The Indian in the Cupboard*  
Join us for a novel adventure featuring a birthday present for Omri, which is a plastic Indian brave. Being disappointed, he locks the Indian in a cupboard with a mysterious key from his great-grandmother, and then something magical occurs! You will learn new vocabulary words, pronunciation of new words, reading comprehension, discussion of the theme, characters and humor. Come join us to find out what happens in this exciting story over Winter Intersession.

Course: SPP292  
15 Hours  
160 + 69 fee = 229; NMR add 140  
Structured Remote  
CRN#: 34122  
10 Sessions  
M T W R F  
1/4-1/15  
1-2:30 p.m.

American Sign Language Through Song  
This class is designed for students who have previously completed *Introduction to American Sign Language*. You will continue to learn American Sign Language (ASL) by watching and signing songs to increase your signing skills. You will learn songs related to everyday experiences such as: days/seasons, colors, basic foods, emotions and special days. *Prerequisite: Introduction to ASL or equivalent*

Course: SPP522  
15 Hours  
160 + 69 fee = 229; NMR add 140  
Structured Remote  
CRN#: 34772  
10 Sessions  
T  
1/26-4/6  
2-3:30 p.m.  
No class 3/16

Building Communication Skills through Public Speaking  
You might think that public speaking is just talking to a large group of people, but it’s much more. It is a very important form of communication. You will learn to write a speech, give speeches, learn voice tone and voice control, eye contact and presentation skills. You will learn the difference between criticism and critique. Join us as we strengthen your communication skills and boost your self-confidence.

Course: SPP518  
15 Hours  
160 + 69 fee = 229; NMR add 140  
Structured Remote  
CRN#: 34137  
10 Sessions  
F  
1/29-4/9  
9 a.m.-10:30 a.m.  
No class 3/19

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

Course: SPP315  
15 Hours  
160 + 69 fee = 229; NMR add 140  
Structured Remote  
CRN#: 34123  
10 Sessions  
T  
1/26-4/6  
2-3:30 p.m.  
No class 3/16

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

Course: SPP486 15 Hours
160 + 69 fee = 229; NMR add 140
Structured Remote
CRN#: 34132 10 Sessions W 1/27-4/7 10:30 a.m.-12 p.m.
No class 3/17

Discovering the Desert Biomes from Around the World NEW
Imagine a place where the rain rarely falls and plants and animals need special adaptations to survive. Did you know that the Arctic and the Antarctic are deserts? Join us as we study the ten largest deserts, from all over the world, from the Great Basin desert in the United States to the Sahara desert in Northern Africa.

Course: SPP517 15 Hours
160 + 69 fee = 229; NMR add 140
Structured Remote
CRN#: 34136 10 Sessions W 1/27-4/7 11 a.m.-12:30 p.m.
No class 3/17

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 joins us! Bring to class: pencils, erasers, a sketchbook and colored pencils.

Course: SPP454 15 Hours
160 + 69 fee = 229; NMR add 140
Structured Remote
CRN#: 34128 10 Sessions F 1/29-4/9 1-2:30 p.m.
No class 3/19

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

Course: SPP431 24 Hours
213 + 131 fee = 344; NMR add 160
Structured Remote
CRN#: 34127 16 Sessions M W 1/25-3/24 9 a.m.-10:30 a.m.
No class 3/15, 3/17

History Told Through Stories NEW
Find out how history can come alive through the reading of historical fiction, short stories and novels. You will read stories that compare events to real life historical accounts. You will discover people and events showing different points of view and how events were dealt with in various ways. Pink and Say by Patricia Polacco addresses the friendship between two very young Civil War soldiers, one white and one black, The Copper Lady by Alice Ross talks of the Statue of Liberty and The Name Jar by Yangsook Choi tells the story of a Korean immigrant.

Course: SPP521 15 Hours
160 + 69 fee = 229; NMR add 140
Structured Remote
CRN#: 34771 10 Sessions T 1/26-4/6 10 a.m.-11:30 a.m.
No class 3/16

Influential African Americans: Then and Now NEW
You will learn the history of African Americans, such as Harriet Tubman, Martin Luther King, Jr., Barack Obama and leaders of The Black Lives Matter movement. You will explore their contributions to America, their personal lives, as well as interesting trivia. You will examine how these important people influenced previous lives, as well as people today. Join us to learn the historical facts about famous African Americans!

Course: SPP523 15 Hours
160 + 69 fee = 229; NMR add 140
Structured Remote
CRN#: 34773 10 Sessions W 1/27-4/7 1-2:30 p.m.
No class 3/17

Jazz, R&B, Rock and Roll: History and Connection NEW
Do you have rhythm? Join us as we learn the history of jazz, R&B, and rock and roll music. You will learn the different styles of each musical genre as well as the cultural influences of these styles of music. If you love music, this is the class for you!

Course: SPP520 15 Hours
160 + 69 fee = 229; NMR add 140
Structured Remote
CRN#: 34770 10 Sessions F 1/29-4/9 10 a.m.-11:30 a.m.
No class 3/19

Structured Remote
Classes will meet at a designated meeting date and time with the possibility of transitions to in-person classroom teaching.
Let’s Make Music \textit{NEW}

Come sing along with friends to your favorite songs, try out some new dance steps and learn basic music notations including the notes of the C scale. Music can help you express your emotions, reduce stress and share enjoyment with others.

\textbf{Course: SPP519} \quad \textbf{15 Hours}
160 + 69 fee = 229; NMR add 140

\textbf{Structured Remote}
CRN#: 34769 \quad 10 Sessions \quad F
1/29-4/9 \quad 1:20 p.m.
No class 3/19

Making Handmade Books and Journals \textit{NEW}

A keepsake, treasure trove and a work of art! A book that you make by hand becomes all of these things. Create a crafty journal to store your memories, organize your life activities and maintain an awesome source of inspiration!

\textbf{Course: SPP516} \quad \textbf{15 Hours}
160 + 69 fee = 229; NMR add 140

\textbf{Structured Remote}
CRN#: 34135 \quad 10 Sessions \quad M
1/25-4/5 \quad 1:20 p.m.
No class 3/15

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!

\textbf{Course: SPP349} \quad \textbf{15 Hours}
160 + 69 fee = 229; NMR add 140

\textbf{Structured Remote}
CRN#: 34124 \quad 10 Sessions \quad T
1/26-4/6 \quad 5:30-7 p.m.
No class 3/16

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.

\textbf{Course: SPP428} \quad \textbf{15 Hours}
160 + 69 fee = 229; NMR add 140

\textbf{Structured Remote}
CRN#: 34126 \quad 10 Sessions \quad R
1/28-4/8 \quad 5:30-7 p.m.
No class 3/18

Nutrition and Fitness in Today’s World

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

\textbf{Course: SPP287} \quad \textbf{15 Hours}
160 + 69 fee = 229; NMR add 140

\textbf{Structured Remote}
CRN#: 34121 \quad 10 Sessions \quad W
1/27-4/7 \quad 5:30-7 p.m.
No class 3/17

Paint Party

Painting parties are all the rage right now. You will gather to sip fun drinks and learn a new painting technique each week. You will make wonderful take home projects, such as stamped and stenciled aprons, rose mulled drinking goblets and painted trinket boxes. You will paint on canvas, wood and paper. You will try a new drink recipe each week. Create 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!

\textbf{Course: SPP414} \quad \textbf{15 Hours}
160 + 69 fee = 229; NMR add 140

\textbf{Structured Remote}
CRN#: 34125 \quad 10 Sessions \quad F
1/29-4/9 \quad 11 a.m.-12:30 p.m.
No class 3/19

Rainforests of the Sea

Imagine diving beneath the waves into the warm waters of a tropical ocean. You are surrounded by brilliant colors—reds, blues, and oranges. Pink vibrant fish are darting in and out of the rock like structures. It’s unlike anything you have ever seen! This is a coral reef, the brilliantly colored structure is not rocks, but actually living things—a gigantic community of living things. Coral reefs cover only a tiny fraction of the ocean floor, but they contain nearly a quarter of all ocean life. You will explore what is happening to the coral reefs as water pollution threatens their existence, and what you can do to solve the problem. Learn about these amazing underwater biomes—true treasures of the planet Earth!

\textbf{Course: SPP472} \quad \textbf{15 Hours}
160 + 69 fee = 229; NMR add 140

\textbf{Structured Remote}
CRN#: 34130 \quad 10 Sessions \quad R
1/25-4/5 \quad 11 a.m.-12:30 p.m.
No class 3/15

\begin{center}
\textbf{CHALLENGE PROGRAM STUDENTS}
\end{center}

\begin{itemize}
\item \textit{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.}
\item Natalie Martinez: 240-567-4118
\item E-mail: natalie.martinez@montgomerycollege.edu
\item \textit{If this procedure is not followed, services may be delayed.}
\end{itemize}
Rock ‘N Write

Do you not particularly like writing? How about writing Rock ‘n Roll songs? You will do that and more! Bring your favorite song to class and you can write up what the lyrics mean to you. You will learn how to use specific writing strategies to help you understand different types of writing. Strategies will include: writing basics, expressive, descriptive, persuasive, entertaining and informative writing.

Course: SPP480 15 Hours
160 + 69 fee = 229; NMR add 140
Structured Remote
CRN#: 34131 10 Sessions  F
1/29-4/9 10:30 a.m.-12 p.m.
No class 3/19

Safety Skills for Independent Living

Have you ever gotten lost in the community? Do you know what to do in case of an emergency at your home or workplace? Do you know how to prevent yourself from being injured while performing sports? Have you ever wondered how you can navigate the internet more safely? How to prevent sunburn and what to do when you get a bug bite? In this class, you will learn about important safety skills for increasing independence in the home, workplace, community and during recreational activities. Safety First!

Course: SPP457 15 Hours
160 + 69 fee = 229; NMR add 140
Structured Remote
CRN#: 34129 10 Sessions  M
1/25-4/5 6-7:30 p.m.
No class 3/15

Travel Across America NEW

Learn popular travel sites in our nation, such as Glacier National Park in Montana, Grand Canyon in Arizona, the Newport Mansions in Rhode Island, as well as unusual parks in New Orleans, Louisiana. You will learn about the food, dialect and music from each region and compare and discuss their similarities and differences. Join us as we journey around America!

Course: SPP525 15 Hours
160 + 69 fee = 229; NMR add 140
Structured Remote
CRN#: 34775 10 Sessions  R
1/28-4/8 1-2:30 p.m.
No class 3/18

Connecting Reading and Writing

This program connects Reading and Writing Skills students need to prepare for college course work.

These courses are designed to enhance reading comprehension, writing skills, and build vocabulary. Students will learn and practice reading and writing skills by enrolling in both courses. For additional information, please contact karla.nabors@montgomerycollege.edu or call 240-567-1660.

Effective Writing II

Reading and writing skills are combined in this class in a comprehensive, systematic process. Learn to write descriptive and narrative paragraphs, use punctuation correctly, and compose demonstration speeches. You will be assigned a two-page typed paper. Bring your own dictionary, 3 x 5 note cards, paper and notebook to class.

Course: SPP139 37.5 Hours
237 + 114 fee = 351; NMR add 160
Structured Remote
CRN#: 34120 25 Sessions  T R
2/2-5/4 1:15-2:45 p.m.
No class 3/16, 3/18

Reading and Vocabulary Building II

During 25 sessions, you will receive instruction in reading comprehension and vocabulary building. Learn to identify the main idea, follow a sequence of events, and recognize supporting details. You can improve your own writing and speaking skills when you summarize and outline reading materials, take better notes, and build your vocabulary. Bring your own dictionary, 3 x 5 note cards, paper and notebook to class.

Course: SPP119 37.5 Hours
237 + 114 fee = 351; NMR add 160
Structured Remote
CRN#: 34118 25 Sessions  T R
2/2-5/4 10:15 a.m.-11:45 a.m.
No class 3/16, 3/18

A+ 220-1001 Exam Preparation: Core 1

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

Course: TTG580 100 Hours
1290 + 337 fee = 1627; NMR add 800
Hybrid (Rockville Campus & DL)
CRN#: 34338 30 Sessions  M T W R
1/4-2/24 12:3-3:5 p.m.
No class 1/18
CRN#: 34339 30 Sessions  M T W R
1/4-2/24 6-9:35 p.m.
No class 1/18

A+ 220-1002 Exam Preparation: Core 2

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

Course: TTG581 100 Hours
1290 + 337 fee = 1627; NMR add 800
Hybrid (Rockville Campus & DL)
CRN#: 34113 30 Sessions  M T W R
3/3-5/18 12-3:35 p.m.
CRN#: 34341 30 Sessions  M T W R
3/3-5/18 6-9:35 p.m.

PC Repair Introduction

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

Course: TTT516 45 Hours
465 + 127 fee = 592; NMR add 250
Hybrid (Rockville Campus & DL)
CRN#: 34323 9 Sessions  S
2/13-4/17 9 a.m.-3 p.m.
No class 3/20
Textbooks are mandatory and required at first class. Please visit the bookstore website https://www.bkstr.com/montgomerycollegestore/home.

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


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

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

Administrative Office Support and Microsoft Applications

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

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

Business Applications

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

- QuickBooks—Levels I, II, & III
- Microsoft Project Introduction & Intermediate
- QuickBooks Online
- Building and Online Website

Cloud Technologies

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

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

Computer Aided Design

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

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

Minimum technology requirements for all remote classes:

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

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

Cybersecurity

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

Core Courses

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

Electives

- Cisco CCNA Complete
- Cisco CCNA Complete Lab
- CCNA—Introduction to Networks

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

Digital Forensics Track

- 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
Database Administration

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

- Oracle 12c: Intro to SQL
- Oracle 12c: Database Administrator Certified Associate
- Microsoft Azure Data Fundamentals
- Microsoft Azure Database Administrator Training

Digital Graphics

- Step by Step Guide to Self-Publish with Amazon
- Digital Graphics

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

Programming

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

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

Python Track
- Programming Fundamentals
- Python Programming—Levels I, II

SharePoint Technologies

- Microsoft SharePoint for Site Administrators

Social Media

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

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

Web and Mobile Design

Front-End Web Development

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
- XML/JSON/Ajax
- Front-End Web Development Capstone Portfolio

These are remote instructor-led courses. Once you register the instructor will provide clear instructions and guidance on how to access all applications you need to take these Front-End Web Development classes.

NEW PROGRAM!

Data Analytics Practitioner

ITI339 and ITI469
Feb. 10–May 12, 2021

Please visit www.montgomerycollege.edu/iti for more information

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

Course: CMP360 
18 Hours
99 + 177 fee = 276; NMR add 140

Structured Remote
CRN#: 34731 6 Sessions  T R
2/9-2/25 9:30 a.m.-12:30 p.m.

MS Excel—Level I

Excel Level I provides the basic concepts and skills to start being productive with Microsoft Excel 2019/365. The course covers Excel program fundamentals; how to create and workbook using formulas and functions; entering, copying and moving data in a worksheet; how to format and manipulate Excel data. The course also covers how to create charts, output data, share, and print worksheets; how to use and setup workbook and worksheet options and properties. Prerequisites: Computer Basics and Working with Windows or File Management Skills or equivalent experience. You must bring textbook(s) and a USB Flash drive to first class. TWA

Course: ITI435
12 Hours
99 + 163 fee = 262; NMR add 140

Structured Remote
CRN#: 34267 4 Sessions  M W
2/9-2/18 9 a.m.-12 p.m.
CRN#: 34268 4 Sessions  T R
2/22-3/3 6-9 p.m.
MS Excel—Level II
Excel Level II builds on the basic concepts and skills of our Level I course to provide more advanced tools for analysis and presentation of complex, realistic data in Microsoft Excel 2019/365: how to manage complex workbooks, build more complex functions, use data analysis tools, make an impact with powerful chart and presentation features, and collaborate with other users. Key capabilities and functions covered in this course include name ranges, table structured-references, PivotTables and Pivot Charts. This course follows the curriculum for the Microsoft Office Specialist (MOS). Prerequisites: MS Excel—Level I or equivalent experience. You must bring textbook(s) and a USB Flash drive to first class.

Course: ITI436 12 Hours
99 + 163 fee = 262; NMR add 140

Structured Remote
CRN#: 34269 4 Sessions  T R
2/23-3/4 9 a.m.-1 p.m.
CRN#: 34270 4 Sessions  M W
3/8-3/17 6-9 p.m.

MS Excel—Level III
Excel 2019 Level III builds on the concepts and skills of our Level I and Level II. Learn the advanced functions of Excel 2019/365. Learn tables, financial functions, what-if analyses, PivotTables and PivotCharts, workbook protection, collaboration, and more. TEXTBOOK REQUIRED. This course follows the curriculum for the Microsoft Office Specialist (MOS). For comprehensive certification training, students should complete Levels I, II, III. For more information about MOS please visit this link https://www.microsoft.com/en-us/learning/certification-overview-mos.aspx. Prerequisites: MS Excel—Level II or equivalent experience. TWA

Course: ITI437 12 Hours
85 + 163 fee = 248; NMR add 140

Structured Remote
CRN#: 34271 4 Sessions  T R
3/9-3/18 9 a.m.-12 p.m.
CRN#: 34272 4 Sessions  M W
3/22-3/31 6-9 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

Structured Remote
CRN#: 34230 4 Sessions  M W
3/1-3/10 9 a.m.-11 a.m.

File Management Skills
Develop expertise in file management, create folders and subfolders with Windows Explorer, and find and copy files. File management skills are required for students who take MS Office, web development, or programming courses. Prerequisites: Computer Basics or equivalent experience, and Introduction to Keyboarding, or keyboarding skills. You must bring textbook(s) and a USB Flash drive to first class. TWA

Course: CMP226 5 Hours
42 + 76 fee = 118; NMR add 120

Structured Remote
CRN#: 34670 2 Sessions  W F
2/3-2/5 9 a.m.-11:30 a.m.

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

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

Structured Remote
CRN#: 34232 2 Sessions  T R
2/23-2/25 9:30 a.m.-12:30 p.m.

Business Applications

QuickBooks—Level I
Learn the fundamentals of using QuickBooks 2018 to track the finances of a small business. Set up a new company; manage bank account transactions; maintain customer, job, and vendor information; and manage inventory. You will also create invoices and credit memos, pay bills, write and print checks, add custom fields, and learn how to protect and back up your data. Prerequisites: Windows and some accounting knowledge or equivalent experience. CPA/CPE accredited. You must bring textbook(s) and a USB Flash drive to first class. TWA

Course: ITI463 12 Hours
99 + 198 fee = 297; NMR add 140

Structured Remote
CRN#: 34296 6 Sessions  M W
3/1-3/17 6-8 p.m.

Did you know that WDCE often adds additional course offerings throughout the semester?

Visited our website often for up-to-date course offerings and information.
QuickBooks—Level II
Expand your QuickBooks knowledge! Learn how to customize forms, create reports and graphs, use other QuickBooks accounts, set up accounts to track and pay sales tax, do payroll, estimate time and job costs, write letters, and other day to day transactions. Prerequisites: QuickBooks—Level I, keyboarding skills, and some accounting knowledge or equivalent knowledge. CPA/CPE accredited. You must bring textbook(s) and a USB Flash drive to first class. TWA
Course: ITI464 12 Hours
99 + 198 fee = 297; NMR add 140
Structured Remote
CRN#: 34297 6 Sessions M W 3/22-4/7 6-8 p.m.

QuickBooks Online
Learn the fundamentals of using QuickBooks Online to track the finances of a small business. Set up a new company; maintain customer and vendor information; work with banking and credit card transactions; generate reports. You will also create sales receipts and invoices and pay bills. You must bring textbook(s) and a USB Flash drive to first class. TWA
Course: ITI429 12 Hours
100 + 100 fee = 200; NMR add 120
Structured Remote
CRN#: 34258 6 Sessions M W 4/12-4/28 6-8 p.m.

Step by Step Guide to Self-Publish with Amazon
Learn a quick and easy way to self-publish your book. Create a Print-on-Demand book using Amazon CreateSpace with Microsoft Word, Adobe InDesign and Adobe Photoshop. Use a book layout template to import text, create a cover, export, proof and publish through Amazon CreateSpace. Prerequisites: Computer Basics, Working with Windows, File Management Skills, or equivalent experience. TWA
Course: ITI439 6 Hours
45 + 80 fee = 125; NMR add 120
Structured Remote
CRN#: 34274 3 Sessions M W F 2/15-2/19 9 a.m.-11 a.m.

Cloud Computing

AWS: Amazon Web Services—Level I
Gain hands on experience with Amazon Web Services (AWS) products and services in this first in a series of three AWS courses that will help students achieve the AWS Certified Solutions Architect-Associate certification. Learn how to connect to, and support, AWS Elastic Cloud Compute (EC2) Windows and Linux server instances. Learn how to select appropriate services for a flexible, high availability environment, and then implement, configure, backup, and maintain them in the cloud. Learn to understand pricing, security, and gain practical experience configuring a fault-tolerant systems environment that can scale automatically to meet changing resource demands. This course is for administrators, architects, and developers interested in using AWS services, as well as those interested in becoming AWS certified. All students are expected to have an AWS account, please visit: aws.amazon.com. Prerequisites: Experience with servers or the command line. TWA
Course: ITI444 18 Hours
99 + 306 fee = 405; NMR add 225
Structured Remote
CRN#: 34278 6 Sessions T R 3/23-4/8 6-9 p.m.

AWS: Amazon Web Services—Level II
Gain hands on experience with Amazon Web Services (AWS) products and services in this second in a series of three AWS courses that will help students prepare for the AWS Certified Solutions Architect-Associate certification. This course progresses students who are already familiar with Amazon Web Services (AWS) by giving them hands on experience with additional tools and capabilities beyond what is provided in the AWS I and AWS II classes. Students will learn how to create a Content Delivery Network (CDN), configure DNS services using Route 53, and how to set up and use applications services like the Simple Queue Service (SQS), Simple Workflow Service (SWS), Elastic Transcoder, the API Gateway, and streaming with Kinesis. Certification exam topics will be reviewed and key Amazon white papers will be reviewed and discussed. All students are expected to have an AWS account; please visit aws.amazon.com. Prerequisites: AWS I and AWS II courses or equivalent experience. TWA
Course: ITI445 18 Hours
99 + 306 fee = 405; NMR add 225
Structured Remote
CRN#: 34277 6 Sessions T R 3/23-4/8 6-9 p.m.

AWS: Amazon Web Services—Level III
Gain hands on experience with Amazon Web Services (AWS) products and services in this third in a series of three AWS courses that will help students achieve the AWS Certified Solutions Architect-Associate certification. This course progresses students who are already familiar with AWS by giving them hands on experience with additional tools and capabilities beyond what is provided in the AWS I and AWS II classes. Students will learn how to create a Content Delivery Network (CDN), configure DNS services using Route 53, and how to set up and use applications services like the Simple Queue Service (SQS), Simple Workflow Service (SWS), Elastic Transcoder, the API Gateway, and streaming with Kinesis. Certification exam topics will be reviewed and key Amazon white papers will be reviewed and discussed. All students are expected to have an AWS account; please visit aws.amazon.com. Prerequisites: AWS I and AWS II courses or equivalent experience. TWA
Course: ITI446 18 Hours
99 + 306 fee = 405; NMR add 225
Structured Remote
CRN#: 34279 6 Sessions T R 4/13-4/29 6-9 p.m.
Microsoft Azure—Introduction
Learn to how to host, backup and maintain servers and Microsoft Azure services using the Azure platform. This course is for administrations and developers interested in using Microsoft Azure and those interested in becoming Azure administrators. Prerequisites: Experience implementing, developing or managing IT systems. TWA
Course: ITI442          18 Hours
199 + 106 fee = 305; NMR add 160
Structured Remote
CRN#: 34276  6 Sessions  T R
2/9-2/25  6-9 p.m.

Computer Networks

Cisco CCNA—Introduction to Networks
This course focuses on end and networking devices, their protocols and the Internet. The student will learn the elements of a network, identify components such as routers, switches, firewalls and the networking features of popular operating system such as Microsoft Windows and Linux distributions like Ubuntu. In addition to the above networking components the course will heavily focus on IPv4 and IPv6 addressing to build logical networks. This online course will make extensive use of Cisco Packet Tracer network simulation tool to learn the Cisco devices’ command set using its Command Line Interface (CLI). Prerequisites: It is highly recommended the student is very familiar with Windows 10 Professional Edition (preferred) screen and features navigation, Windows Administrative Tools in particular. Familiarity with search for software distributions (a.k.a. Linux distributions). Very important: Motivation to learn, investigate, troubleshoot, open mind to tackle technology challenges and work hard to find solutions to fix problems. You must bring textbook(s) and a USB Flash drive to first class TWA
Course: ITI241          42 Hours
199 + 405 fee = 604; NMR add 300
Structured Remote
CRN#: 34228  14 Sessions  M W
2/22-4/7  6-9 p.m.

Networking Fundamentals
Build a solid foundation in computer networking concepts, and start preparing for the CompTIA IT Fundamentals certification. Learn the basics of computing, IT infrastructure, software development, and database use. In addition, learn the basic of installing software, establishing basic network connectivity, and identifying/preventing basic security risks. The information you learn in this training serves as the foothold for your career in information technology. This course is a prerequisite for the Network+ course. Prerequisites: Computer Basics, File Management Skills, or a solid understanding of computer networking highly recommended. Textbook access and purchase information will be available at the first class. TWA
Course: ITI294          94 Hours
500 + 599 fee = 1,099; NMR add 650
Structured Remote
CRN#: 34231  30 Sessions  M W
2/1-5/12  6-9:10 p.m.

Network+ Certification Training and Exam Prep
Over time, the CompTIA Network+ certification has proven to be a must have certification for IT professionals new to networking, as well as seasoned professionals. Its profile has risen to the point where it is often recommended (or required) by major corporations and government agencies and is a condition of employment. In this course, you will be exposed to the five domains tested in the Network+ exam: network concepts, network installation and configuration, network media and topologies, network management, and network security. Upon completion of this course, you will be prepared to take the Network+ Certification exam. Prerequisites: Networking Fundamentals, knowledge of operating systems and hardware, or equivalent experience. Textbook access and purchase information will be available at the first class. Estimated price of course materials 130. TWA
Course: ITI241          42 Hours
199 + 405 fee = 604; NMR add 300
Structured Remote
CRN#: 34228  14 Sessions  M W
2/22-4/7  6-9 p.m.

Cybersecurity

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

Course: ITI1380 42 Hours
400 + 697 fee = 1,097; NMR add 650
Structured Remote
CRN#: 34239 15 Sessions  T R
3/2-4/20 6-9 p.m.

Cybersecurity Foundations Training

Gain the skills, knowledge, and credentials required to begin a career in the fields of Information Technology and Cybersecurity. You will learn the fundamentals of Linux including the essentials of the file system, command line interface, and basic utilities. You will also obtain essential knowledge of networking. Learn to how the internet works and how to combine servers, routers, switches, hubs, and gateways into networks that can connect to the internet. Gain an understanding of how SSL, DHCP, DNS HTTPS combine to give us our modern internet security framework. Finally, prepare for the CompTIA Security+ certification. Security+ is one of the most widely sought after certifications for those seeking to either enter or advance in the security field. In this course, 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: ITI1375 75 Hours
300 + 599 fee = 899; NMR add 400
Structured Remote
CRN#: 34236 25 Sessions  T R
2/2-4/27 6-9 p.m.

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

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

For instructions visit:
info.montgomerycollege.edu/utilities/password-management/index.html
and to claim account visit:
iam.montgomerycollege.edu/identity/self-service/mgc/acctclaim.jsf

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: ITI1447 18 Hours
99 + 190 fee = 289; NMR add 140
Structured Remote
CRN#: 34281 6 Sessions  M W
3/1-3/17 6-9 p.m.

Digital Forensics—Introduction
Digital Forensics involves the investigation of computer-related crimes with the goal of obtaining evidence to be presented in court of law. In this course, you will learn the basic skills necessary to begin the study of digital forensics. You will also learn how to examine network, log and file system evidence for traces of incursion and attack. Prerequisites: Digital Forensics—Hands-On. TWA

Course: ITI1446 6 Hours
45 + 80 fee = 125; NMR add 120
Structured Remote
CRN#: 34280 2 Sessions  M W
2/22-2/24 6-9 p.m.

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

Course: ITI453 18 Hours
186 + 186 fee = 372; NMR add 140
Structured Remote
CRN#: 34286 6 Sessions  T R
2/9-2/25 6-9 p.m.

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

Course: ITI240 40 Hours
199 + 405 fee = 604; NMR add 300
Structured Remote
CRN#: 34229 13 Sessions  S
2/6-5/8 9 a.m.-12:05 p.m.
No class 3/20
## Data Analysis

### Automated Tools for Data Science
With the recent boom in data science, there is also an increase in the interest in using data science without knowing how to code. There are now fantastic tools that can take some of the hard work out of your hands and provide you with a simple GUI interface for doing some of the basic Data Science tasks. In this class the student is introduced to data science tools that do not require programming skills. This class is for students that have had at least one class in data analysis and understand that primary tasks in a data analysis pipeline. All students are expected to have an AWS account. AWS.amazon.com to create your account. Prerequisites: An interest in and basic knowledge of Data Science. You must bring textbook(s) and a USB Flash drive to first class. TWA

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<td>T R 3/2-3/11</td>
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### Data Analytics BootCamp—Advanced
You have learned how to clean data, analyze it and visualize what you have found. What is your next step? Another class of course! The Advanced Data Analytics Bootcamp picks up where the Introductory Data Analytics Bootcamp leaves off. Students that are already familiar with python and/or R and the basics of the data science pipeline are now introduced to more advanced skills: web scraping, consuming Web APIs, SQL, advanced clustering and classification algorithms, model optimization and applying solid design principles to dashboard creation. Prerequisites: Completion of the Introductory Data Analytics Bootcamp, or a basic understanding of Python, data analysis algorithms and data visualization. TWA

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### Data Science for Managers
Assemble the right team, ask the right questions, and avoid the mistakes that derail data science projects. Learn what you need to know to begin assembling and leading a data science enterprise, even if you have never worked in data science before. This is a crash course in data science so that you become conversant in the field and understand your role as a leader. You will learn how to recruit, assemble, evaluate, and develop a team with complementary skill sets and roles. Understand the structure of the data science pipeline, the goals of each stage, and how to keep the team on target throughout. Finally, learn some down-to-earth practical skills that will help you overcome the common challenges that frequently derail data science projects. Prerequisites: A basic understanding of Excel. You must bring textbook(s) and a USB Flash drive to first class. TWA

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### Ethics in Data Science
Data Science and Machine Learning create new ways of using data every day. The news is filled with the ways people are using (and misusing) our data. In this class, students will, through the use of actual case studies, examine the ways in which we can better balance the ethical and legal issues in the use of data. This class is designed for any student with a concern for how data science is used. Prerequisites: An interest in and basic knowledge of Data Science. You must bring textbook(s) and a USB Flash drive to first class. TWA

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### Mastering Tableau—Introduction
Tableau Desktop is one of the most used data visualization, reporting and Business Intelligence tool in the world. Tableau is simple to use requiring minimum skill level and has great visualization capabilities making it the reporting tool of choice for multiple enterprises. In this class, we prepare the student to take up a job assignment requiring Tableau Desktop expertise. The course has been specifically designed to give your Tableau career a strong boost. This Tableau training focuses on skills, such as acquiring data, generating attractive views, and creating calculated fields. This course also addresses designing, creating, and distributing dashboards. Finally, this course helps prepare the student for the Tableau Desktop Specialist certification exam. Prerequisites: Computer Basics, Excel Level I or equivalent experience. You must bring textbook(s) and a USB Flash drive to first class. TWA

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<th>Course: ITI420</th>
<th>30 Hours</th>
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<td>6-9 p.m.</td>
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### Power BI—Introduction

This data science course, you will learn the basic concept of Power BI with demos, quizzes, and hands-on labs. You’ll walk through Power BI, end to end, starting from how to connect to and import your data, author reports using Power BI Desktop, and publish those reports to the Power BI service. Plus, learn to create dashboards and share with business users on the web and on mobile devices. You must bring textbook(s) and a USB Flash drive to first class. TWA

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

**Structured Remote**  
CRN#: 34295  
4 Sessions  
T R  
3/16-3/25  
6-9 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. Textbook/course materials should be purchased and brought to first class. TWA

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

**Structured Remote**  
CRN#: 34291  
4 Sessions  
T R  
2/9-2/18  
6-9 p.m.

### Visual Analytics BootCamp

This Visual Analytics Bootcamp takes the student from data novice to data expert in this 48-hour project-based course. You will learn and apply basic data analysis tools including data mining and visualization. Learn to clean, explore, and analyze data using Tableau. This bootcamp is designed to help you whether you are considering a career in data, work in a context where supervisors are looking to you for data insights, or you just have some burning questions you want to explore. No prior experience is required. This is a blended course, students will meet 40 hours for classroom instruction and 20 hours online instruction.  

**Prerequisites:** Computer Basics, File Management Skills, Working with Windows, or equivalent experience. Knowledge of MS Excel, statistical concepts, and programming recommended. You must bring textbook(s) and a USB Flash drive to first class. TWA

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

**Structured Remote**  
CRN#: 34246  
11 Sessions  
S  
2/6-4/17  
9 a.m.-12 p.m.  
No class 3/20

### Databases

#### Microsoft Azure Data Fundamentals

This Microsoft certification course is intended for students beginning to work with data in the cloud. It prepares you to become candidates for the Azure Data Fundamentals certification DP-900 exam, and provides the foundational knowledge of core database concepts, and how they are implemented using Microsoft Azure data services. The Azure Data Fundamentals certification can be used in preparation for other Azure role-based certifications like Azure Database Administrator Associate or Azure Data Engineer Associate.  

**Prerequisites:** Candidates should have a good working knowledge of computers, cloud, and network functionalities. Be familiar with the concepts of relational and non-relational data, and different types of data workloads such as transactional or analytical. TWA

**Course: ITI468**  
36 Hours  
299 + 106 fee = 405; NMR add 160

**Structured Remote**  
CRN#: 34512  
15 Sessions  
M W F  
4/5-5/5  
12-1:30 p.m.

### Programming

#### Java Programming—Introduction

Java is one of the most popular programming languages out there. This course covers an overview of object-oriented programming, and will provide you with a basic foundation in Java. Topics include Java language essentials, Java Software Development Kit (J2SDK), and simple standalone text and graphics applications in Java.  

**Prerequisites:** Programming Fundamentals or equivalent experience. Knowledge of another programming language is helpful but not required. TWA

**Course: ITI418**  
18 Hours  
99 + 205 fee = 304; NMR add 160

**Structured Remote**  
CRN#: 34244  
6 Sessions  
M W  
3/1-3/17  
6-9 p.m.

#### Java Web Development Bootcamp

Learn how to develop complete web applications. The course takes you from creating a simple “Hello World” webpage to cloud deployment, and gives you experience with some of the tools and concepts of full-stack development along the way. You will code and debug more than 20 web application and will have the opportunity to independently develop two complete web applications: an online messaging app like Twitter and an online “to-do-list” application. You will use: Jakarta (Java J2EE), Spring Boot, MVC, HTML/CSS, Twitter Bootstrap, Spring Security, JPA, Hibernate, XML, Maven,
Expression Language, JSP, H2 database, CDNs, Cloudinary, Heroku, AWS and more. **Prerequisites:** Java Programming—or equivalent knowledge of an object-oriented language such as Java, C++ or C#. Knowledge of HTML is helpful but experience developing web applications is not required. TWA

**Course: ITI457**  
35 Hours  
100 + 399 fee = 499; NMR add 225

**Structured Remote**  
CRN#: 34290  
12 Sessions  
M W  
3/22-4/28  
6-9 p.m.

**Programming Fundamentals**  
This course provides knowledge to begin writing programs in any programming language. The course covers steps to analyze, develop logic, and write computer program for each problem. The course explores variables, expressions, conditions, loops, working with different kinds of data, using different approaches to building logic, and writing programs in Scratch and Python programming language. Topics include: Understanding computer, different programming languages, Structured Programming Theorem, flowchart and pseudocode, handling input and output, working with different data types and operators, understanding conditions and loops, and debugging. **Prerequisites:** Working with Windows, *File Management Skills or equivalent experience.* Textbook recommended. TWA

**Course: ITI454**  
18 Hours  
99 + 205 fee = 304; NMR add 160

**Structured Remote**  
CRN#: 34287  
6 Sessions  
T R  
2/9-2/25  
6-9 p.m.

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

**Course: ITI455**  
15 Hours  
99 + 191 fee = 290; NMR add 140

**Structured Remote**  
CRN#: 34288  
6 Sessions  
T R  
3/2-3/18  
6-8:30 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. Textbook recommended TWA

**Course: ITI456**  
15 Hours  
99 + 191 fee = 290; NMR add 140

**Structured Remote**  
CRN#: 34289  
6 Sessions  
T R  
3/23-4/8  
6-8:30 p.m.

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

**Course: ITI450**  
12 Hours  
95 + 125 fee = 220; NMR add 140

**Structured Remote**  
CRN#: 34283  
4 Sessions  
M W  
3/1-3/10  
9:30 a.m.-12:30 p.m.
Build Your Social Media Marketing Plan Module II—Pinterest, You Tube & Snapchat

Learn how to take advantage of these social networks to engage your audience and grow your business. Increase your brand presence and drive traffic to your site using Pinterest as a marketing platform, and leverage the power of YouTube to establish and retain an audience. This class will use case studies and interactive exercises. Also, learn how to use Snapchat. Snapchat is a short-form, video-sharing app that allows users to create and share photos and videos that disappear after they are viewed. Participants are expected to have active Pinterest, and YouTube accounts. Mobile devices with all apps previously installed must be brought to class. E-book required available on Amazon: www.amazon.com/500-Social-Media-Marketing-Tips-ebook/dp/B007L50HE6. Prerequisites: Introduction to Social Media Marketing or some experience with YouTube and Snapchat. TWA

Course: ITI451 12 Hours
95 + 125 fee = 220; NMR add 140
Structured Remote
CRN#: 34284 4 Sessions M W 3/15-3/24 9:30 a.m.-12:30 p.m.

Build Your Social Media Marketing Plan Module III—Twitter & TikTok

Learn how to effectively manage a Twitter business account and integrate it into your overall marketing strategy. Learn how to create a great user name and profile, define your brand personality, and begin tweeting. Use tools to manage your daily efforts, including how to monitor Twitter, and schedule tweets. Also, learn how to use TikTok. TikTok is a short-form, video-sharing app that allows users to create and share 15-second videos, on any topic. E-book required available on Amazon: www.amazon.com/500-Social-Media-Marketing-Tips-ebook/dp/B007L50HE6. Prerequisites: Introduction to Social Media Marketing or some experience with YouTube and Snapchat. TWA

Course: ITI449 6 Hours
29 + 69 fee = 98; NMR add 50
Structured Remote
CRN#: 34282 3 Sessions M W F 2/22-2/26 9:30 a.m.-11:30 a.m.

Digital Marketing—Bootcamp

This digital marketing course is for entrepreneurs and professional in any field who need to understand how digital marketing works and how to use digital marketing tools strategically to reach their market. It takes a deep dive into the essential channels and tactics behind effective campaigns. Students will be taught how to build a campaign, decide which social media platforms to use in a campaign, use branded content & influencer marketing, and how to measure their success. Prerequisites: Basic understanding of marketing and knowledge of the internet. TWA

Course: ITI430 15 Hours
99 + 100 fee = 199; NMR add 120
Structured Remote and Distance Learning
CRN#: 34260 6 Sessions S 2/20-2/27 9-11:30 a.m.
10 Hours Asynchronous

Introduction to Social Media Marketing

Understand social media platforms such as Facebook, Twitter, Instagram, Pinterest and how to use them for your business. Create and manage accounts on various networks to share engaging 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: ITI431 12 Hours
199 + 200 fee = 399; NMR add 160
Structured Remote
CRN#: 34263 8 Sessions S 3/6-5/1 9 a.m.-11 a.m.

Front-End Web Development Capstone Portfolio

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

Course: ITI396 12 Hours
40 + 59 fee = 99; NMR add 50
Distance Learning
CRN#: 34240 3/2-4/29 Online 24/7

HTML & CCS3

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 (APIS) will also be covered. Prerequisites: Working with Windows, File Management Skills or equivalent experience; familiarity with the internet and keyboarding skills. You must bring textbook(s) and a USB Flash drive to first class. TWA

Course: ITI431 24 Hours
199 + 200 fee = 399; NMR add 160
Structured Remote
CRN#: 34263 8 Sessions S 2/1-2/24 6-9 p.m.

Web and Mobile Design and Development

Building an Online Website

Are you interested in creating a website on your own without having to spend a lot of money for software or professional help? In this introductory course you will learn how to design web pages and use free online web authoring tools. Topics will include every phase of the web design process-planning, designing, and implementing. You will also learn about choosing the right web development company. Prerequisites: Working with Windows or File Management Skills or equivalent experience. TWA

Course: ITI427 16 Hours
100 + 75 fee = 175; NMR add 225
Structured Remote
CRN#: 34251 8 Sessions S 3/6-5/1 9 a.m.-11 a.m.

Course: ITI431 12 Hours
199 + 200 fee = 399; NMR add 160
Structured Remote
CRN#: 34263 8 Sessions S 3/6-5/1 9 a.m.-11 a.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. You must bring textbook(s) and a USB Flash drive to first class. TWA

Course: ITI432 24 Hours
199 + 200 fee = 399; NMR add 160
Structured Remote
CRN#: 34264 8 Sessions M W 3/1-3/24 6-9 p.m.

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

Course: ITI433 18 Hours
99 + 200 fee = 299; NMR add 140
Structured Remote
CRN#: 34266 6 Sessions M W 4/12-4/28 6-9 p.m.

XML/JSON/AJAX
This course is an overview of core technologies developed for defining asynchronous web capabilities. XML documents are a validating structure and formatting, used to and delivering metadata information via the Web. JavaScript Object Notation (JSON) is an open-standard file format that uses human-readable text to transmit data objects. These are the most common data formats used for browsers and servers. Asynchronous JavaScript and XML (AJAX) is a set of Web development techniques using many web technologies on the client side to create asynchronous Web applications. With AJAX, web applications can send and retrieve data from a server in the background without interfering with the display and behavior of the existing page. AJAX is not a single technology, but rather a group of technologies that include JavaScript, JSON and XML. Hands-on activities include building and validating ALAX data retrieval and presentation. The Dreamweaver Integrated Development Environment (IDE) will be used to design and develop asynchronous web capabilities using XML, JSON, and AJAX. Prerequisites: HTML5, CSS3, JavaScript, and JQuery or equivalent experience. Textbook/course materials should be purchased and brought to first class. TWA

Course: COS015 40 Hours
255 + 148 fee = 403; NMR add 225
Structured Remote
CRN#: 34650 10 Sessions W R 3/10-4/8 6-10 p.m.

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: COS016 24 Hours
128 + 95 fee = 223; NMR add 140
Structured Remote
CRN#: 34656 6 Sessions W R 4/14-4/29 6-10 p.m.

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

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

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

**Course: COS005**
- **100 Hours**
- CRN#: 34646
- **Structured Remote**
- 25 Sessions M T W
- 1/4-3/2
- 5:30-9:30 p.m.
- No class 1/18

### Nail Technician II

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. TWA

**Course: COS006**
- **100 Hours**
- CRN#: 34648
- **Structured Remote**
- 25 Sessions M T W
- 3/8-5/3
- 5:30-9:30 p.m.

### Nail Technician III

**Course: COS005**
- **100 Hours**
- CRN#: 34646
- **Structured Remote**
- 25 Sessions M T W
- 1/4-3/2
- 5:30-9:30 p.m.

### Natural Hair Care Certificate (Continuing Education)

**Course: COS033**
- This course provides stylists with the skills they need to enhance services for clients with natural hair.
- Learn from a current hair studio owner who brings over 30 years of experience working with natural hair.

**National Child Development Associate (CDA) Credential**
- Our classes meet the National Child Development Associate (CDA) Credential 120 hour training and the Continuing Education Unit requirements for Credential Renewal. For information about CDA credentialing, go to www.cdacouncil.org.
- Maryland State Child Care Regulation Training Requirements
- WDCE classes fulfill the Maryland State Department of Education, Office of Credentialing (240-314-1400) requirements.

### Child Growth and Development

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

**Course: CDA400**
- **45 Hours**
- CRN#: 34243
- **Structured Remote**
- 15 Sessions T R
- 1/19-3/9
- 6:30-9:30 p.m.

### Social-Emotional Learning

This continuing education course is designed for child care professionals and provides instruction on Social-Emotional development. Topics include reviewing of the social-emotional milestones, learning strategies to include it, and identifying ways to incorporate it into the Project Approach. (0.3 CEUs) TWA

**Course: ECH348**
- **3 Hours**
- CRN#: 34261
- **Structured Remote**
- 1 Session T
- 4/13
- 6:30-9:30 p.m.
Community

Building Partnerships with Families
Join us as we highlight key techniques for building strong connections with families, which are linked to early education program success. (0.3 CEUs) TWA
Course: ECH195  3 Hours
21 + 34 fee = 55; NMR add 50
Structured Remote
CRN#: 34241  1 Session  R
1/21  6:30-9:30 p.m.

Curriculum

Behavior Management System in Early Childhood Classrooms
Understanding and developing a Comprehensive Behavior Management System for early childhood classrooms. Students will learn how culture can influence behavior, classroom factors that impact behavior management, and how teacher actions can influence student behavior. (0.3 CEUs) TWA
Course: ECH333  3 Hours
21 + 34 fee = 55; NMR add 50
Structured Remote
CRN#: 34259  1 Session  M
2/22  6:30-9:30 p.m.

Make and Take Math
Numbers and mathematical concepts are all around us in our daily lives. It is easy to design fun, educational games to help young children understand their world through number symbols and observation skills. This hands-on workshop provides basic strategies for discovering and teaching practical math to preschool children. You will make games to take with you into your classroom. (0.3 CEUs) TWA
Course: ECH142  3 Hours
20 + 30 fee = 50; NMR add 50
Structured Remote
CRN#: 34235  1 Session  W
1/27  6:30-9:30 p.m.

Planning Curricula for Child Care
This course provides you with principles of curriculum planning for programs serving children from infancy through age five. Activities, methods, and materials appropriate to the areas of curriculum in an early childhood program are emphasized. Attention is given to staff and parent communication and community resources. This course provides the second 45 of the 90 classroom hours needed to become a teacher in programs licensed by the MSDE Office of Child Care Licensing. Prerequisite: Students must complete Child Growth and Development prior to registering for this course. Textbook required: Beginnings and Beyond, 10th Edition. (4.5 CEUs) TWA
Course: ECH207  45 Hours
125 + 225 fee = 350; NMR add 160
Structured Remote
CRN#: 34249  15 Sessions  T R
3/23-5/11  6:30-9:30 p.m.
CRN#: 34247  17 Sessions  W S
3/27-5/22  7-9 p.m. (W)
9 a.m.-12 p.m. (S)

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
Structured Remote
CRN#: 34262  1 Session  S
3/13  9 a.m.-12 p.m.

Health and Safety Training
This class meets the health and safety training required by MSDE. It will provide an overview of basic health and safety best practices and requirements in 13 topic areas. (0.5 CEUs) TWA
Course: ECH305  5 Hours
20 + 40 fee = 60; NMR add 50
Structured Remote
CRN#: 34257  1 Session  S
2/27  9 a.m.-2 p.m.

Medication Administration Training
Gain skills to administer medications safely to children in child care centers and family child care homes, and learn to provide special care arrangements for children with asthma and allergies. Topics include practices and procedures for administering over-the-counter and prescription medications to children, including asthma and allergies medications. Instruction is provided by qualified health professionals. (0.6 CEUs) TWA
Course: ECH257  6 Hours
41 + 54 fee = 95; NMR add 50
Rockville Campus
CRN#: 34250  1 Session  S
2/20  9 a.m.-3 p.m.
CRN#: 34252  1 Session  S
4/3  9 a.m.-3 p.m.

SIDS and SBS Prevention
Learn to recognize and prevent SBS as well as the definition of SIDS and what precautions to take in order to prevent it. (0.3 CEUs) TWA
Course: ECH294  3 Hours
21 + 34 fee = 55; NMR add 50
Structured Remote
CRN#: 34256  1 Session  R
2/18  6:30-9:30 p.m.

Professionalism

Communication Skills for Child Care Professionals
This course is designed for child care professionals as an introduction to the basic concepts of developing strong communication skills when working in a child care center. Topics include speaking, writing, interpersonal communication strategies, and critical techniques, with a focus on communication with parents and coworkers, and communication issues within a typical child care day. (0.9 CEUs) TWA
Course: ECH170  9 Hours
50 + 77 fee = 127; NMR add 120
Structured Remote
CRN#: 34237  3 Sessions  M T W
4/19-4/21  6:30-9:30 p.m.
Emergency Preparedness Training
Learn how to handle emergency situations beyond the everyday bumps and bruises that occur in child care settings. The class focuses on development of a comprehensive and specific written emergency plan to follow in the event of a local, state, or national emergency. This plan may be developed for center-based care settings and family child care homes. (0.6 CEUs) TWA
Course: ECH172 6 Hours
20 + 40 fee = 60; NMR add 50
Structured Remote
CRN#: 34238 1 Session S 4/24 9 a.m.-3 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
Structured Remote
CRN#: 34253 1 Session W 2/10 6:30-9:30 p.m.

Supporting Children with Disabilities
This course is designed for professionals in the education or child care career field and introduces the child care professional to strategies that enable all children with disabilities, delays, or special needs to gain knowledge, skills, and enthusiasm for learning. Topics include programs, terms, and resources that support children with special needs; an understanding of the child care professionals role in supporting IEP/IFSPs; and how to select materials and adapt both instruction and the environment to motivate learning. (0.3 CEUs) TWA
Course: ECH274 3 Hours
21 + 34 fee = 55; NMR add 50
Structured Remote
CRN#: 34255 1 Session M 2/15 6:30-9:30 p.m.

Educatión Infantil

Conocimiento lógico-matemático
Esta clase está diseñada para que los niños desarrollen destrezas y aptitudes para investigar, explorar y construir su entorno a partir de la observación a través del uso de sus cinco sentidos y su capacidad analítica. El conocimiento lógico-matemático, según la teoría constructivista de Jean Piaget, es aquel que le permite al niño realizar conexiones y relaciones entre los objetos y eventos que observan en su entorno físico. Eventualmente este conocimiento les va a permitir establecer relaciones comparando, clasificando y ordenando los objetos. (0.4 CEUs) TWA
Course: ECS067 4 Hours
21 + 50 fee = 71; NMR add 50
Structured Remote
CRN#: 34597 2 Sessions T W 1/26-1/27 6:30-8:30 p.m.

Filosofía del método de enseñanza Montessori
Descubra los pilares básicos del método Montessori y los materiales más populares utilizados en sus aulas con niños de 2 a 6 años. (0.4CEUs). TWA
Course: ECS088 4 Hours
20 + 50 fee = 70; NMR add 50
Structured Remote
CRN#: 34215 1 Session S 1/30 9 a.m.-1 p.m.

Inclusión de matemáticas y literatura en el aula
Utilice recursos para su aula mediante los cuales pueda presentar contenidos matemáticos y literarios que favorezcan el aprendizaje y a su vez facilitan una enseñanza interdisciplinar. (0.3 CEUs) TWA
Course: ECS106 3 Hours
21 + 34 fee = 55; NMR add 50
Structured Remote
CRN#: 34221 1 Session W 3/10 6:30-9:30 p.m.

Método Montessori de lengua y lectoescritura
Este curso dará la oportunidad de conocer como es abordada la estimulación del área de lenguaje, como se desarrolla la escritura y la lectura bajo la perspectiva de Maria Montessori. Podrán conocer la relación entre conciencia fonológica, escritura y lectura entendida como un proceso natural que los niños descubren a partir de un ambiente enriquecido. (0.4 CEUs) TWA
Course: ECS090 4 Hours
20 + 50 fee = 70; NMR add 50
Structured Remote
CRN#: 34216 1 Session S 2/13 9 a.m.-1 p.m.

Planificación de currículos para centros de cuidado infantil
Aprenda los principios para la planificación de currículos para guarderías de niños de 0 a 5 años. Se hará énfasis en los métodos, actividades y materiales apropiados para las diferentes áreas del currículo de cuidado infantil. Se dará una especial atención al área de comunicación entre proveedores y padres, así como se enseñará a utilizar diferentes recursos comunitarios. Este curso provee las segundas 45 de las 90 horas requeridas para trabajar como profesora en centros de guarderías. Libro requerido: Fundamentos, segunda edicion. (4.5 CEUs). TWA
Course: ECS027 45 Hours
125 + 225 fee = 350; NMR add 225
Structured Remote
CRN#: 34209 18 Sessions W S 3/27-5/26 6:30-8:30 p.m. (W) 9 a.m.-12 p.m. (S)

Matemáticas según el modelo Montessori
En la Filosofía Montessori, los materiales con los que se trabajan las matemáticas construyen una base fuerte en el entendimiento de las cantidades y los símbolos asociados con ello. Aprenda a crear materiales y actividades de matemáticas siguiendo la disciplina Montessori. (0.4 CEUs) TWA
Course: ECS090 4 Hours
20 + 50 fee = 70; NMR add 50
Structured Remote
CRN#: 34217 1 Session S 3/27 9 a.m.-1 p.m.

Método Montessori de lengua y lectoescritura
Este curso dará la oportunidad de conocer como es abordada la estimulación del área de lenguaje, como se desarrolla la escritura y la lectura bajo la perspectiva de Maria Montessori. Podrán conocer la relación entre conciencia fonológica, escritura y lectura entendida como un proceso natural que los niños descubren a partir de un ambiente enriquecido. (0.4 CEUs) TWA
Course: ECS089 4 Hours
20 + 50 fee = 70; NMR add 50
Structured Remote
CRN#: 34216 1 Session S 2/13 9 a.m.-1 p.m.
Trabajando con niños de diferentes edades
Esta clase es parte de los requisitos para la renovación del primer año de su licencia. Los profesores que trabajan con niño de diferentes edades afrontan retos únicos. Esta clase le enseñará a desarrollar y estructurar actividades enfocadas a niños de 0 a 12 años de edad proporcionando un entorno adecuado. Se cubrirán temas como la seguridad y los hitos en el desarrollo de los niños. (0.3 CEUs)

**Course:** ECS072
**3 Hours**
**CRN**: 34210
**Structured Remote**
CRN#: 34286 1 Session  R
2/22-2/24  6:30-9:30 p.m.

Desarrollo infantil

Crecimiento y Desarrollo Infantil
Aprenda los principios de las diferentes teorías de desarrollo y crecimiento infantil. Se cubrirá el desarrollo social, físico, emocional e intelectual de niños 0 a 8 años en programas de cuidado infantil. Este curso provee 45 de las 90 horas requeridas para trabajar como profesora en centros de guardería. Requiere el libro de texto Fundamentos publicado por Council for Professional Recognition in Washington DC. (4.5 CEUs.) TWA

**Course:** ECS023
**45 Hours**
125 + 225 fee = 350; NMR add 160
**Structured Remote**
CRN#: 34208  17 Sessions  W S
1/16-3/13  6:30-8:30 p.m. (W)
9 a.m.-12 p.m. (S)

Necesidades especiales

Comunicación con el niño autista
El autismo es un trastorno de la comunicación socio-afectiva con conductas atípicas. En esta clase aprenderá a como propiciar y promover la comunicación con niños autistas y lograr el uso de alternativas com a través de diferentes métodos. (0.4 CEUs) TWA

**Course:** ECS092
**4 Hours**
20 + 50 fee = 70; NMR add 50
**Structured Remote**
CRN#: 34219  2 Sessions  T W
2/16-2/17  6:30-8:30 p.m.

Integrando a niños con discapacidades en el aula
Aprenda estrategias y recursos a desarrollar e implementar para promover la inclusión en el ambiente de aprendizaje. Se revisarán las normas establecidas por la legislación para americanos con discapacidades (ADA) a nivel local, estatal y federal (0.3 CEUs) TWA

**Course:** ECS082
**3 Hours**
21 + 34 fee = 55; NMR add 50
**Structured Remote**
CRN#: 34214  1 Session  T
4/27  6:30-9:30 p.m.

Trabajando con niños con ADHD
Ponga en práctica técnicas para mejorar la capacidad de atención y el comportamiento en niños con ADHD. Conozca el funcionamiento de los procesos cognitivos y los diferentes estilos de aprendizaje. (0.4 CEUs) TWA

**Course:** ECS091
**4 Hours**
20 + 50 fee = 70; NMR add 50
**Structured Remote**
CRN#: 34218  1 Session  S
2/27  9 a.m.-1 p.m.

Profesionalidad

Técnicas de comunicación
Aprenda conceptos básicos de la comunicación. El tema a cubrir es la comunicación oral y escrita con padres y compañeros que toma lugar en el día a día de los centros de educación infantil. (0.9 CEUs) TWA

**Course:** ECS042
**9 Hours**
50 + 77 fee = 127; NMR add 50
**Structured Remote**
CRN#: 34210  3 Sessions  M T W
2/22-2/24  6:30-9:30 p.m.

Salud, seguridad, nutrición

Administración de medicamentos
Aprenda las prácticas y procedimientos establecidos por la Oficina del Cuidado al Menor del estado de Maryland para administrar medicamentos a niños en guarderías. También aprenderá métodos de observación, registro de datos y técnicas apropiadas de manejo. (0.6 CEUs) TWA

**Course:** ECS069
**6 Hours**
41 + 54 fee = 95; NMR add 50
**Rockville Campus**
CRN#: 34213  1 Session  S
4/10  9 a.m.-3 p.m.

Higiene dental en los niños
Conozca el desarrollo de la dentadura y sus etapas, la importancia de un buen cepillado dental, y la relación del uso de mamilas pasado del primer año del niño con enfermedades dentales. (0.3 CEUs) TWA

**Course:** ECS120
**3 Hours**
21 + 34 fee = 55; NMR add 50
**Structured Remote**
CRN#: 34227  1 Session  R
4/22  6:30-9:30 p.m.

Salud e higiene en escuelas infantiles
Asegúrese que su escuela infantil guarda una correcta higiene y limpieza en sus instalaciones. Esta clase cubrirá el lavado apropiado de manos, normas de limpieza, uso de termómetros, y manipulación y conservación de alimentos. (0.3 CEUs) TWA

**Course:** ECS119
**3 Hours**
21 + 34 fee = 55; NMR add 50
**Structured Remote**
CRN#: 34225  1 Session  S
4/10  9 a.m.-3 p.m.

Salud y Seguridad
(Health and Safety Training) Obtenga una visión general de 13 áreas de salud y seguridad necesarias para cumplir con los requisitos establecidos por el departamento de educación de estado de Maryland. (0.5 CEUs) TWA

**Course:** ECS110
**5 Hours**
20 + 35 fee = 55; NMR add 50
**Structured Remote**
CRN#: 34223  1 Session  S
3/26  9 a.m.-2 p.m.
Entrepreneurship and Small Business

Entrepreneurship and Finance (Start-Up)
This course is designed for students wanting to learn about the financial demands and expectations of entrepreneurship. You will learn corporate formation options, understanding stockholder’s equity, raising money, and will gain competencies in the critical skills of financial statements and reporting, as well as other topics. Harvard Business Case Study purchases required, 2 per course; Instructor will provide instructions at first class. TWA
Course: ENT001 24 Hours
278 + 72 fee = 350; NMR add 160
Structured Remote
CRN#: 34059  8 Sessions  T R
1/5-1/28  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
Structured Remote
CRN#: 34060  8 Sessions  T R
3/2-3/25  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: ENT002 24 Hours
278 + 72 fee = 350; NMR add 160
Structured Remote
CRN#: 33933  8 Sessions  T R
2/2-2/25  6-9 p.m.

Entrepreneurship: Marketing and Public Communication
This course will teach you about the marketing and management of customer value. You will learn how to determine the 3M’s: Message, Medium, and Market. The critical skills of selling into markets with value proposition and managing customer value, along with the practical skills of business pitch and branding. Harvard Business Case Study purchases required, 2 per course; Instructor will provide instructions at first class. TWA
Course: ENT004 24 Hours
278 + 72 fee = 350; NMR add 160
Structured Remote
CRN#: 34061  8 Sessions  T R
4/6-4/29  6-9 p.m.

Coronavirus and Course Locations: What You Need to Know
Some classes in this schedule may reflect on campus locations; however, until the end of spring break in March 2021, most classes will be online through Distance Learning or Structured Remote teaching. Classes that are listed as only Structured Remote or Distance Learning will remain that way unless otherwise noted. See page 2 for more information.
Home Inspection Cont. Ed. Part I
This class provides 15 hours of Continuing Education to LICENSED Home Inspectors; Continuing Education hours are required by the Maryland Commission of Home Inspection. Gain knowledge in the following residential components, HVAC, roofing, plumbing, electrical, and more. TWA
Course: SMB967 15 Hours
95 + 103 fee = 198; NMR add 120
Structured Remote
CRN#: 34108 5 Sessions W 2/3-3/3 6:30-9:30 p.m.

Home Inspection Cont. Ed. Part II
This course is designed for LICENSED Home Inspectors, it provides 15 hours of Continuing Education mandated by the State of Maryland. Topics include: How to inspect and report on the soundness of the HVAC system, insulation and ventilation, and fireplaces and solid burning appliances. TWA
Course: SMB968 15 Hours
95 + 103 fee = 198; NMR add 120
Structured Remote
CRN#: 34109 5 Sessions W 3/24-4/21 6:30-9:30 p.m.

Home Inspection: Make It Your Business
This pre-licensure course meets the requirements and covers the basics of home inspection to become a licensed Home Inspector in the State of Maryland. Topics include: structural, exterior, interior, roofing, plumbing, electrical, air conditioning, insulation and ventilation, fireplace and solid burning, and heating. Textbook: Principles of Home Inspection Systems and Standards, 3rd Edition, is required at first class and is available at campus bookstores. You MUST attend ALL required classroom sessions in order to obtain a certificate of completion; make-up opportunities are considered on a case-by-case basis, topic hours missed, typically are to be made up at next course offering. TWA
Course: SMB322 72 Hours
480 + 515 fee = 995; NMR add 400
Structured Remote
CRN#: 34105 15 Sessions R S 1/21-3/11 6-9 p.m. (R) 9 a.m.-4 p.m. (S)

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.

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

If clinicals resume, COVID19 training will be required prior to entry into the healthcare facility. Face masks, social distancing, and frequent hand-washing is also required.

For classes that are scheduled to be on campus, You are required to wear a mask, wash hands before entering or leaving building or classroom, wash your hands before and after using equipment, and practice social distancing as required by the CDC.

Please check the website for updates: https://www.montgomerycollege.edu/wdce/health-sciences

Health Care Courses

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

Last day to enroll for this course is the Friday before start date. TWA
Course: AHT145 9 Hours

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

Hybrid (In person & DL or SR)
Classes will meet online either through Structured Remote (SR) or Distance Learning (DL) along with face to face meetings on campus.
See page 2 for more information.

Did you know that WDCE often adds additional course offerings throughout the semester?
Visited our website often for up-to-date course offerings and information.
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

Takoma Park/Silver Spring Campus
CRN#: 34564 11 Sessions M 2/22-5/3 9 a.m.-1 p.m.
No class 3/15
Take with HHS112 CRN 34561
CRN#: 34566 11 Sessions T 2/23-5/4 5-9 p.m.
No class 3/16
Take with HHS112 CRN 34562
CRN#: 34565 11 Sessions W 2/24-4/28 9 a.m.-1 p.m.
No class 3/15
Take with HHS112 CRN 34561
CRN#: 34567 11 Sessions R 2/25-5/6 5-9 p.m.
No class 3/18
Take with HHS112 CRN 34562

Clinical Medical Assistant Program

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

Course: HHS112 96 Hours
1,680 + 600 fee = 2,280; NMR add 1,105

Structured Remote
CRN#: 34562 24 Sessions M W 2/15-5/12 5-9 p.m.
No class 3/15, 3/17
Take with HHS126 CRN 34567 or 34566
CRN#: 34561 24 Sessions T R 2/16-5/13 9 a.m.-1 p.m.
No class 3/16, 3/18
Take with HHS126 CRN 34564 or 34565

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

Structured Remote
CRN#: 34558 20 Sessions T R 2/16-4/29 6-8:30 p.m.
No class 3/16, 3/18

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.

Health Career Training

Entrepreneurship and Small Business—Health Sciences

Health Sciences students, please check the website often for updates:
https://www.montgomerycollege.edu/wdce/health-sciences
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

**Structured Remote**
CRN#: 34559  24 Sessions  M W  2/8-5/5  6-9 p.m.
No class 3/15, 3/17
CRN#: 34560  12 Sessions  S  2/13-5/8  8:30 a.m.-2:30 p.m.
No class 3/20

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

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

**Hybrid (Face to Face & DL)**
CRN#: 34562  3/1-4/14  Online 24/7
CRN#: 34563  3/1-4/8  Online 24/7

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

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

**Structured Remote**
CRN#: 34556  10 Sessions  S  2/13-4/24  9 a.m.-2 p.m.
No class 3/20

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**Coronavirus and Course Locations:**

**What You Need to Know**

Some classes in this schedule may reflect on campus locations; however, until the end of spring break in March 2021, most classes will be online through Distance Learning or Structured Remote teaching. Classes that are listed as only Structured Remote or Distance Learning will remain that way unless otherwise noted.  
**See page 2 for more information.**

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**Nursing Related Courses**

**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 cauterization care, blood glucose monitoring, preoperative/post operative care, tracheostomy care, phlebotomy and more. Participants of this program MUST HAVE AN ACTIVE CNA CERTIFICATION IN GOOD STANDING with the Maryland Board of Nursing and an active BLS/CPR certification. After successful completion of this course students will receive a certificate of completion from Montgomery college and will be eligible to take the PCT/A certification examination. TWA

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

**Hybrid (Face to Face & DL)**
CRN#: 34019  16 Sessions  M W U  2/28-4/4  5:30-8:55 p.m. (M W) Online 9 a.m.-5 p.m. (U)  Face to Face

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

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

**Hybrid (In person & DL or SR)**
Classes will meet online either through Structured Remote (SR) or Distance Learning (DL) along with face to face meetings on campus.  
**See page 2 for more information.**
Certified Nursing Assistant/Geriatric Assistant Program

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

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

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

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

Mandatory Nursing Assistant and Geriatric Nursing Assistant Online Orientation:

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

Certified Nursing Assistant Classroom (CNA) [TIP]

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

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

Certified Nursing Assistant Clinical (CNA) [TIP]

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

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

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

CNA Classroom Structured Remote
CRN#: 34011  22 Sessions  T W R  1/19-3/9  5:15-9:30 p.m.

CNA Clinical at Asbury Methodist Village
CRN#: 34018  11 Sessions  T R S  3/11-4/10  7 a.m.-3 p.m. (S)

CNA Classroom Structured Remote
CRN#: 34009  14 Sessions  M W R  1/20-2/18  8 a.m.-3:30 p.m.

Last class on 2/18 meets 8 a.m.-12 p.m.

CNA Clinical at Structured Remote/Brooke Grove Rehabilitation/Nursing Facility
CRN#: 34016  9 Sessions  M W R  2/22-3/11  8 a.m.-3:30 p.m.

Last class on 3/11 meets 8 a.m.-12 p.m.

CNA Classroom Structured Remote
CRN#: 34012  22 Sessions  M W F  2/1-3/29  5-9:15 p.m.

No class 3/15-3/21

CNA Clinical at Structured Remote/Brooke Grove Rehabilitation/Nursing Facility
CRN#: 34020  11 Sessions  M W F  3/31-4/23  5-9:15 p.m. (3/31-4/21) and 7 a.m.-4 p.m. (4/2-4/23)

CNA Classroom Structured Remote
CRN#: 34010  13 Sessions  M W R  3/22-4/19  8 a.m.-3:30 p.m.

Last class on 4/19 meets 8 a.m.-12 p.m.

CNA Clinical at Structured Remote/Brooke Grove Rehabilitation/Nursing Facility
CRN#: 34017  9 Sessions  M W R  4/21-5/10  8 a.m.-3:30 p.m.

Last class on 5/10 meets 8 a.m.-12 p.m.

The Maryland Board of Nursing requires that all classroom and clinical hours are complete.

CPR and First Aid

Basic Cardiac Life Support for Healthcare Providers

This course teaches basic life support (BLS) to healthcare professionals and rescue personnel. You will learn adult, infant, and child cardiopulmonary resuscitation (CPR) with the use of the automated external defibrillator (AED), training in rescue breathing with barrier devices and the use of bag-masks, as well as foreign-body airway management. You will receive an American Heart Association BLS Healthcare Provider card link to print your CPR card which is valid for two years after successfully completing the written exam and skills tests. You must attend the entire session to receive a card. This course is primarily for those working in the health-care field (nurses, EMTs, respiratory, physical & occupational therapists, medical/nursing students, and other allied health personnel). The course cost includes textbook, BLS for Healthcare Providers Student Manual. Note: Students must be aware that classes may run longer than the posted times due to class size and/or other factors outside of the instructors control. Courses may be cancelled due to insufficient enrollment. Half hour lunch break included in class time. Wear comfortable clothes and bring a towel or blanket for CPR practice. Registration deadline is 3 p.m. on the Friday, before start date. TWA

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

Takoma Park/Silver Spring Campus

CRN#: 34031  1 Session  S  3/27  9 a.m.-3:30 p.m.

CRN#: 34032  1 Session  S  4/3  9 a.m.-3:30 p.m.

CRN#: 34033  1 Session  R  4/29  9 a.m.-3:30 p.m.

Coronavirus and Course Locations:
Some Health Sciences clinicals may reflect on campus locations; however, until COVID restrictions are lifted, clinicals may start through Structured Remote teaching.
CPR, AED & Basic First Aid Course
This class is designed for individuals who do not work in healthcare but who desire, or are required, to have CPR, AED, and first aid knowledge and skills in order to respond to medical emergencies (e.g., camp directors and counselors, emergency response teams in business and industry, school bus drivers, adult residential personnel, child care workers, teachers, parents, and babysitters). Students will receive an American Heart Association course completion card that is valid for two years after successfully completing the written exam and skills test. Students must attend the entire session to receive the link to print the American Heart Association card. NOTE: Students must be aware that classes may run longer than the posted times due to class size and/or other factors outside of the instructors control. Courses may be cancelled due to insufficient enrollment. Wear comfortable clothes and bring a towel or blanket for CPR practice. TWA
Course: CPR090 6 Hours 62 + 43 fee = 105; NMR add 120
Gaithersburg Business Training Center CRN#: 34034 1 Session S 4/17 8:30 a.m.-3 p.m. Registration deadline is 3 p.m. on Friday, 4/16.

Hospital-Based Certified Nursing Assistant Classroom and Laboratory TIP
This course is designed for students who have successfully completed the Hospital-Based Certified Nursing Assistant Classroom. You will apply basic nursing skills learning in the classroom and laboratory practice on patients in the acute hospital setting. Basic computer skills are necessary in this environment along with teamwork and communication skills with team members. After successful completion of the classroom and clinical sections, you will receive a certificate of completion from Montgomery College and be eligible to apply for Certified Nursing Assistant certification through the Maryland Board of Nursing. TWA
Course: NUR070 88 Hours 840 + 270 fee = 1,110; NMR add 650 Structured Remote CRN#: 34078 22 Sessions T R U 1/24-3/14 5:30-9:45 p.m. (T R) 12:30-4:45 p.m. (U) Registration deadline is 3 p.m. on Friday, 1/23.

Hospital-Based Certified Nursing Assistant (CNA) Clinical TIP
This course is designed for students who desire to maintain or re-establish their active license to reenter the nursing field. Nursing experts will present topics to review systems anatomy and physiology, major disease pathology, current treatment strategies and legal issues, pharmacology, physical assessment, nursing process, documentation, current trends, and end-of-life issues. You must register for Nursing Lab (NUR023) and Nusing Clinical (NUR007). TWA
Course: NUR057 100 Hours 1,235 + 235 fee = 1,470; NMR add 650 Structured Remote CRN#: 34076 19 Sessions M W S 1/20-3/3 5-9:15 p.m. (M W) 8 a.m.-5 p.m. (S)

Nursing Refresher
Questions? AFTER viewing the online orientation, contact healthsciencesnoncredit@montgomerycollege.edu.
You must enroll in all 3 courses: Classroom, Lab, and Clinical. The Maryland Board of Nursing requires that all 100 hours of classroom, all 8 hours of labs, and all 60 hours of clinicals must be completed. If inclement weather occurs, make-up hours will be added.

Nurse Refresher Classroom TIP
This course is designed for RNs and LPNs who desire to maintain or re-establish their active license to reenter the nursing field. Nursing experts will present topics to review systems anatomy and physiology, major disease pathology, current treatment strategies and legal issues, pharmacology, physical assessment, nursing process, documentation, current trends, and end-of-life issues. You must register for Nursing Lab (NUR023) and Nusing Clinical (NUR007). TWA
Course: NUR023 8 Hours 215 + 55 fee = 270; NMR add 140 Hybrid (TP/SS and Structured Remote) CRN#: 34069 1 Session S 3/6 8 a.m.-5 p.m. CRN#: 34070 1 Session S 3/13 8 a.m.-5 p.m. NOTE: NUR023: Due to Covid regulations, please check with us on the course locations for the labs. These classes may begin as Structured Remote.

Health Sciences students, please check the website often for updates: https://www.montgomerycollege.edu/wdce/health-sciences
Nurse Refresher Course—Online

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

Course: NUR069 100 Hours
1,235 + 235 fee = 1,470; NMR add 650

Hybrid (TP/SS Campus for labs and DL)
CRN#: 34077 1/25-3/5
Mandatory labs on Saturdays: 2/6, 2/13, 2/20 from 9 a.m.-1 p.m.

NOTE: NUR069: Due to Covid regulations, please check with us on the course locations for the labs.

Nursing Refresher: Clinical TIP

Practicing nurse experts supervise your 60 hours of clinical experience in medical-surgical nursing, which includes patient assignments, team work, completing documentation and care plans, and giving medication. Basic skills lab practice and emergency medicine review will be provided. You must register for the classroom, clinical, and lab in order to use the payment plan. There is a nonrefundable fee to participate in the payment plan.
Prerequisite: Concurrent enrollment in NUR057 and NUR023. TWA

A. Nursing License: If your Maryland license has lapsed, you must apply for, pay for, and receive an inactive license. If you have an active license from any state other than Maryland, you must apply for and receive a Maryland license before starting your clinical.
B. CPR Certification: This must be a healthcare provider-level course from American Heart Association.
C. 1. A complete physical exam, signed by your health provider, within 9 months of the start date for clinical. (You must use the Montgomery College Nurse Refresher Health form).
2. Proof of immunity to the following diseases: *Mumps, Measles (Rubella) and Rubella: Must provide serologic evidence that you are immune to Mumps, Measles and Rubella (positive titers). If blood titers are negative for any of these 3 diseases, you must receive two (2) doses of Mumps, Measles and Rubella vaccine (MMR) given 4 weeks apart. (Information documenting past MMR vaccinations is appreciated but cannot take the place of the titer test results.) *Varicella: Must provide serologic evidence that you are immune to Varicella (positive titers). If titers are negative, you are required to receive two (2) doses of Varicella vaccine given 4 weeks apart. (Documentation of childhood disease will not be accepted). *Hepatitis B: Three (3) doses of Hepatitis B vaccine given 0,1, and 6 months apart, followed by Hepatitis B surface antibody testing 1-2 months after dose #3 is required. If you cannot provide documentation of the 4-step vaccination process described above, you must obtain serologic evidence of immunity (positive Hep Bs Antibody titer). If this titer is negative for immunity, the vaccination series must be repeated. *Tetanus, Dipheria, 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 Dipheria vaccine was given. *Influenza: Vaccine is to be given at least 1 month prior to the start date for clinical. Please note: Vaccine series must be completed by the second week of class. All laboratory titers must have date blood was drawn as well as test results.
3. Tuberculin Skin Test: (Mantoux Tuberculin test) within 9 months of the start date for clinical is required. If test results show TB exposure in the past or present, you must obtain clearance from your health provider that you are able to attend clinical. A chest x-ray may be needed. (Use the Montgomery College TB clearance form which will be provided with the Health Inventory Form when getting evaluated.)

Course: NUR007 60 Hours
1,110 + 210 fee = 1,320; NMR add 650

Structured Remote/Holy Cross Hospital—Silver Spring
CRN#: 34066 10 Sessions M W 3/8-4/14 5-11:15 p.m.
No class 3/15-3/21
CRN#: 34065 10 Sessions W R 3/10-4/15 5-11 p.m.
No class 3/15-3/21

Hybrid/Holy Cross Hospital—Germantown
CRN#: 34067 10 Sessions T R 3/23-4/22 5-11 p.m.

Note NUR007: Due to Covid regulations, please check with us on the course locations for the Clinicals. These classes will begin as Structured Remote.

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 teaching 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. This class will also have online components. You will receive a Zoom invite. Registration deadline is 3 p.m. on Friday, 2/12. TWA
Course: NUR014 16 Hours
290 + 90 fee = 380; NMR add 160

Structured Remote
CRN#: 34068 2 Sessions S 2/13-2/20 7:30 a.m.-4 p.m.

Coronavirus and Course Locations: What You Need to Know

Some classes in this schedule may reflect on campus locations; however, until the end of spring break in March 2021, most classes will be online through Distance Learning or Structured Remote teaching. Classes that are listed as only Structured Remote or Distance Learning will remain that way unless otherwise noted.
Please check our website often for up-to-date information.
See page 2 for more information.

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Hospitality, Food Safety, and Event Management

Event Management

Case Study in Event Management Forum
Explore the nuances of executing an event through participation in the case study method. Evaluate risks associated with the case and incorporate strategies and contingencies. If course is being taken independently student must provide references and/or a portfolio of events. EEMCE core class, certificate seeking students are required to take: Intro to Event Mgmt., HOS034; Event Operation, HOS030; Event Marketing, HOS047 TWA

Course: HOS044 9 Hours
72 + 100 fee = 172; NMR add 120

Structured Remote
CRN#: 34071 3 Sessions M W 3/3-3/10 6-9 p.m.

Event Management Business Prep
Learn how to open an Event Planning business. Acquire knowledge of the start-up process, relate competitive analysis, economic factors, and political ramifications to your enterprise aspirations. Position yourself to initiate or expand your event management business. This course is an elective in the Event/Experience Management Continuing Education Certificate Program. TWA

Course: HOS060 9 Hours
72 + 100 fee = 172; NMR add 120

Structured Remote
CRN#: 34073 3 Sessions M W 3/15-3/22 6-9 p.m.

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

Course: HOS047 12 Hours
110 + 120 fee = 230; NMR add 140

Structured Remote
CRN#: 34072 4 Sessions M W 2/3-2/15 6-9 p.m.

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

Course: HOS030 12 Hours
110 + 120 fee = 230; NMR add 140

Structured Remote
CRN#: 34062 4 Sessions M W 1/20-2/1 6-9 p.m.

Going Virtual: Hybrid and Online Events NEW
This class will acquaint students with major trends, methodologies, and practices that have been adapted to facilitate and execute successful online events. Various modifications that can be made to online events are learned and used as tools in team projects presented by students. TWA

Course: HOS064 12 Hours
110 + 120 fee = 230; NMR add 140

Structured Remote
CRN#: 34075 4 Sessions M W 2/17-3/1 6-9 p.m.

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

Course: HOS034 12 Hours
110 + 120 fee = 230; NMR add 140

Structured Remote
CRN#: 34063 4 Sessions M W 1/4-1/13 6-9 p.m.

Income Tax

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

Course: TAX009 8 Hours
160 + 90 fee = 250; NMR add 140

Structured Remote
CRN#: 34837 1 Session S 1/16 9 a.m.-6 p.m.
There will be a break in class from 12:30-1:30 p.m.
CRN#: 34838 1 Session S 2/6 9 a.m.-6 p.m.
There will be a break in class from 12:30-1:30 p.m.

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

Course: TAX003 54 Hours
439 + 90 fee = 529; NMR add 250

Structured Remote
CRN#: 34835 9 Sessions M T W R F 1/5-1/15 9:30 a.m.-4:30 p.m.
There will be a break in class from 12:30-1:30 p.m.
Small Business I Tax Course

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

Course: TAX007
30 Hours
295 + 150 fee = 445; NMR add 225
Structured Remote
CRN#: 34836 10 Sessions  R F
1/21-2/19 6-9 p.m.

Instituto Hispano de Negocios y Entrenamiento

computación para el trabajo de oficina

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

Course: HBI138
30 Hours
300 + 175 fee = 475; NMR add 225
Structured Remote
CRN#: 34539 10 Sessions  R F
1/21-2/19 6-9 p.m.

Instituto Hispano de Negocios y Entrenamiento

Computación

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Course: HBI138
30 Hours
300 + 175 fee = 475; NMR add 225
Structured Remote
CRN#: 34539 10 Sessions  R F
1/21-2/19 6-9 p.m.
Preparación para el examen de Home Improvement
Este curso le ayudará a prepararse para tomar el examen de mejoras para el hogar de Maryland; debe aprobar este examen para obtener una licencia. El estudiante obtendrá conocimiento de la remodelación del hogar y las leyes laborales, regulaciones de seguridad en el lugar de trabajo, pago de salarios, derechos y obligaciones del propietario y contratista, y otros temas. Los estudiantes deben comprar el manual: Guía NASCLA sobre Finanzas, Legislación y Gestión de Proyectos para Contratistas de Maryland, 6ta edición, disponible en www.psonlinestore.com; La clase y el examen se ofrecen en español. Las personas mayores de 60 años no pagan la matrícula, solo el derecho de admisión. TWA

Course: HBI195  30 Hours
95 + 205 fee = 300; NMR add 160
Structured Remote
CRN#: 34547  8 Sessions  S
1/9-2/27  9 a.m.-1 p.m. (1/9-2/20)
9 a.m.-11 a.m. (2/27)

Contabilidad

Contabilidad Computarizada (QuickBooks)
Esta clase presentará a los estudiantes a QuickBooks. Algunos temas a tratar incluyen: gestión y copia de archivos, creación de carpetas o directorios, presupuestos y facturas. Se requieren conocimientos básicos de contabilidad y computación. TWA

Course: HBI153  18 Hours
100 + 150 fee = 250; NMR add 140
Rockville Campus
CRN#: 34544  6 Sessions  M W F
1/25-2/5  6-9 p.m.

Contabilidad Computerizada (QuickBooks II)
En esta continuación de Quickbooks I, los estudiantes aprenderán algunas funciones contables adicionales como pagos, procesamiento de formularios de impuestos y seguimiento de inventario, entre otros temas. Prerrequisito: Contabilidad computarizada (Quickbooks) I. TWA

Course: HBI211  15 Hours
99 + 120 fee = 219; NMR add 140
Rockville Campus
CRN#: 34552  5 Sessions  M W F
2/15-2/24  6-9 p.m.

Negocios

El ABC de comenzar un negocio
Este curso explicará los pasos fundamentales necesarios para comenzar un negocio. Guiará a los estudiantes sobre cómo desarrollar una idea de negocio, un segmento de mercado en el que centrarse y cubrir las diferentes estructuras legales. La publicidad, el marketing, los problemas de ventas y el uso de las redes sociales también estarán cubiertos. TWA

Course: HBI201  21 Hours
80 + 140 fee = 220; NMR add 140
Structured Remote
CRN#: 34548  7 Sessions  M W F
1/25-2/8  6-9 p.m.
CRN#: 34549  7 Sessions  M W F
3/1-3/15  6-9 p.m.

Preparación para el medio laboral
Aprenda a crear un perfil y currículum profesional, mientras aprende a usar las plataformas de redes sociales para promocionarse en el mercado laboral. Los requisitos previos incluyen: comprensión del inglés básico al intermedio y cómo usar una computadora. TWA

Course: HBI166  9 Hours
60 + 75 fee = 135; NMR add 120
Structured Remote
CRN#: 34555  2 Sessions  S
1/23-1/30  9 a.m.-1:30 p.m.
CRN#: 34546  2 Sessions  S
4/17-4/24  9 a.m.-1:30 p.m.

Lifelong Learning Institute

A Taste of History: The World in Spices (NEW)
The Spice Trade Route was one of history’s greatest anomalies: shrouded in mystery, it existed long before anyone knew of its extent or configuration. Examine how spices (such as pepper, cinnamon, cloves, nutmeg, ginger, cumin, saffron and vanilla, to name a few) changed the world through trade, exploration, and colonization, but most of all through taste. Explore the history of the Spice Route and the discovery of spices around the world. Discuss the symbolic and societal meaning of spices in their regions of origin. Analyze how spices from the East to symbolize, reinforce, and occasionally challenge cultural values, social norms, and political realities in the countries that consumed them and the regions that produced them. Explore the relationships between the Spice Route and the development of the global economic system. Learn about the social, political, economic, and ecological realities of spice production and consumption from perspectives of different stakeholders. Discuss patterns of local spice production and consumption in the modern world. TWA

Course: LLI558  8 Hours
59 + 79 fee = 138; NMR add 120
Structured Remote
CRN#: 34666  4 Sessions  F
2/5-2/26  10:30 a.m.-12:30 p.m.
Exploring The National Parks
New Content
The Washington, D.C. metro area hosts a complete collection of national parks that includes iconic monuments, memorials, and natural habitats. But did you know there are several lesser-known national park sites that are just a day trip away? Join your instructor, a 36-year career National Park Service employee, to discuss the history of the parks of the D.C. metro area and how they came to be part of the national park system. Examine well- and lesser-known parks of the D.C. metro area and learn the best method to plan your next visit. TWA
Course: LLI116 8 Hours
structured remote
CRN#: 34608 4 Sessions  M 2/22-3/22 6:30-8:30 p.m.
No class 3/15

Global Issues Through History, Literature, and Philosophy
Explore a number of topics related to global issues through historical, literary, linguistic, and philosophical lenses. Recognize your responsibilities to society-locally, nationally, and globally. Examine current issues of global importance. Note: You will be joining credit students in this co-listed credit class. Use credit ANTH240 CRN 30141 for textbook information. TWA
Course: LLI890 37.5 Hours
Structured Remote
CRN#: 34724 28 Sessions  T R 2/9-5/13 12:30-2:05 p.m.

Latin Feast: The Culinary History and Culture of Mexico
Explore Mexico’s culinary history and culture through the myriad of agricultural, culinary, and cultural influences ranging from the Mayas to the Aztecs. Discuss how after the Spanish conquest, many other cuisines including Caribbean, South American, French, West African, and Portuguese flavors were assimilated into Mexico’s fare. Examine the aspects of Mexican gastronomy and culture through history and its impact today including the domestication of corn by the Mayas and the introduction of chili, honey, and chocolate by the Aztecs. TWA
Course: LLI009 8 Hours
structured remote
CRN#: 34598 4 Sessions  W 4/14-5/5 2-4 p.m.

Introduction to Archaeology
This course is an introduction to the discipline of archaeology. Learn how this discipline emerged slowly from explorations of ancient cultures to the science that it is today with accurate dating, archaeological data excavated with precision, theories that guide interpretation, and ethical concerns. The course also includes a survey of global prehistoric archaeological cultures. Note: You will be joining credit students in this co-listed credit class. Use credit ANTH240 CRN 30141 for textbook information. TWA
Course: LLI802 37.5 Hours
structured remote
CRN#: 34823 30 Sessions  T R 1/26-5/6 9:30 a.m.-10:45 a.m.

U.S. African-American (Diaspora) Traditions: Culture, Folklore, and Rituals
Do you know the origins of U.S. African-Americans? Examine the Black American Experience from modern day, going back to the original cultural influences that have prevailed down through the centuries. Analyze the layers of dominate culture to view “A Nation Within a Nation” that is the experience of African-Americans. Explore the roots of the various cultures, beliefs, and traditions, including rituals, folklore, music, art, and spirituality/religions throughout the African diaspora coming together in the U.S. Compare and contrast the southern and northern Black cultural experience. Learn about the commonality that has survived through the collective consciousness and ancestral memory of matriarchal tribal systems. Discuss the tenets of brilliance, beauty, music, intelligence, richness, humor, creativity, imagination, and love within these varied cultures, that sustains, defines, and supports the life throughout the African/African-American Diaspora. TWA
Course: LLI564 10 Hours
structured remote
CRN#: 34682 5 Sessions  T 3/23-4/20 10:30 a.m.-12:30 p.m.

Urbanism in the Ancient Americas
Did you know that most theories concerning archaic urbanism were developed by Western scholars drawing almost exclusively on Old World examples? Explore urban traditions in the ancient Americas using archaeological and historic sources. Examine how cities in the Americas coincide with or differ from traditional concepts of the city through exploration of Cahokia, Tikal, Teotihuacan, Tenochtitlan, Caral, Huari/Tiahuanaco, Chan Chan, Cuzco, and more. Discuss the interdependence of cities and their surroundings. Learn about the internal diversity of cities and the development of urbanism in the Americas. TWA
Course: LLI565 10 Hours
structured remote
CRN#: 34815 5 Sessions  W 2/3-3/3 1:30-3:30 p.m.

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

Amazing Photos With Your DSLR Camera
Explore the settings found on a modern digital camera. Discuss the different exposure, metering, autofocus, and white balance modes of a digital camera. Practice the basic methods of saving and storing your digital images. This course is for beginners in digital photography or those who acquired a camera with manual controls. TWA
Course: LLI470 10 Hours
65 + 89 fee = 154; NMR add 120
Structured Remote
CRN#: 34631 5 Sessions R
3/5-4/26 8 Hours
6:30-8:30 p.m.

Amazing Photos with Your Phones and Tablets
Start with the basics of learning how to use a mobile phone camera; review the settings for optimal image capture; and explore pro tips and techniques of exposure, composition, and focus to produce the best results. Assess a select group of apps for image capture, processing, and display. Practice ways of transferring images from your mobile device to a computer. This class is designed for students of any skill level. Supply list is available on the LLI website. TWA
Course: LLI698 12 Hours
95 + 92 fee = 187; NMR add 120
Structured Remote
CRN#: 34822 6 Sessions T
1/19-2/23 6:30-8:30 p.m.
CRN#: 34715 6 Sessions M
3/22-4/26 10:30 a.m.-12:30 p.m.

How to Paint Like an Impressionist
This course will introduce you to the Impressionist movement and explain how it came about. Discuss the historical context, style, and inspiration for the movement. Explore techniques such as pointillism, impasto, use of palette-knife, layering, and Impressionist use of color. Apply these methods with individual instructor to create your own Impressionist painting with watercolor or acrylic. Supply list is available on the LLI website. TWA
Course: LLI652 12 Hours
95 + 92 fee = 187; NMR add 120
Structured Remote
CRN#: 34714 6 Sessions F
3/5-4/23 10:15 a.m.-12:15 p.m.
No class 3/19, 4/02

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: LLI970 12 Hours
95 + 92 fee = 187; NMR add 120
Structured Remote
CRN#: 34726 6 Sessions R
3/25-4/29 10:30 a.m.-12:30 p.m.

Coronavirus and Course Locations: What You Need to Know
Some WDCE classes in this schedule may reflect on campus locations; however, until the end of spring break in March 2021, most classes will be online through Distance Learning or Structured Remote teaching. Classes that are listed as only Structured Remote or Distance Learning will remain that way unless otherwise noted.

See page 2 for more information.

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

The Art of Sketching
Whether you are an avid sketcher or new to the art, sketching allows you to record events such as a trip to a foreign land, a tour of a local garden, or a special occasion such as a birth or anniversary. Examine different types of sketches, such as, drawings, or quick paintings. Explore adding short captions, notes, parts of conversations, and observations to create a journal. Utilize sketches to plan an organic garden, create a preliminary drawing for a painting or portrait, or provide an outlet for discovering solutions to a variety of problems. Learn how to improve your observational skills while sketching with pen, pencil, or watercolor. Bring supplies to the first class. Supply list is available on the LLI website. TWA
Course: LLI987 20 Hours
114 + 109 fee = 223; NMR add 140
Structured Remote
CRN#: 34727 8 Sessions F
2/12-4/16 10 a.m.-12:30 p.m.
No class 3/19, 4/02
Antoni Gaudi: Catalan Visionary
Have you seen or visited Spain’s most popular tourist site—the La Sagrada Familia—and wondered about the architect? In this course, you will learn about the life and whimsical works of famed architect, Antoni Gaudi. You will examine his many architectural wonders in and around Barcelona including the iconic church, La Sagrada Familia, private residences, a park, and even furniture. You will explore the variety of materials he used to achieve his distinctive style including scrap iron, broken dishes, and reinforced concrete. You will also discuss how Gaudi looked back to the Gothic, Moorish, Islamic, and Indian styles in order to create his own unique language of architecture.
TWA
Course: LLI359  4 Hours
45 + 69 fee = 114; NMR add 120
Structured Remote
CRN#: 34619  2 Sessions  T
2/2-2/9  6:30-8:30 p.m.

Auguste Rodin: The Modern Sculptor
Auguste Rodin revolutionized sculpture in the nineteenth century. Explore how his works abandoned traditional idealization and polish and focused on the frenetic intensity and restlessness of a modern body. Trace the evolution of his style and look at the importance of drawing and photography to his creative process. Analyze the most celebrated of his masterpieces: The Gates of Hell (1899), The Thinker (1880), The Kiss (c.1884), and The Burghers of Calais (1889).
TWA
Course: LLI104  6 Hours
45 + 72 fee = 117; NMR add 120
Structured Remote
CRN#: 34600  3 Sessions  R
1/14-1/28  6:30-8:30 p.m.

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

Chicago: The Birthplace of Modern Architecture
Chicago is often deemed the city that gave rise to contemporary American architecture. Such well-known architects as Louis Sullivan, Frank Lloyd Wright, Daniel Burnham, and Ludwig Mies van der Rohe practiced in the city and surrounds. Why? Might the origins stem from the great Chicago fire of 1871? Or, the Columbian Exposition of 1893? Or, the fact that Chicago was the undisputed rail terminus in the U.S.? Examine the history of Chicago and why it produced so many inventive and ingenious thinkers in the world of architecture. Explore Chicago architecture, from the first skyscraper to the Frank Lloyd Wright dwellings that put Chicago on the map, as a world-renowned center of architecture. Discuss prize-winning works of the 21st century.
TWA
Course: LLI535  8 Hours
59 + 79 fee = 138; NMR add 120
Structured Remote
CRN#: 34903  4 Sessions  F
4/9-4/30  10:30 a.m.-12:30 p.m.

Earth, Hell, Heaven, and Hieronymus Bosch
Are you familiar with the art of Hieronymus Bosch, who is considered one of, if not the most, visionary artists of his time? Learn about Bosch’s, whose real name was Hieronimus van Aken, startling, hallucinogenic visions of late-medieval culture. Compare and contrast Bosch’s art with the major stylistic elements of Northern European paintings. Explore the enigmatic, surrealist quality of his symbolic language that intrigues viewers and is still the subject of many speculative interpretations. Analyze his most famous paintings, such as The Garden of Earthly Delights, Ship of Fools, and The Haywain Triptych. Discuss how on the five-hundred-year anniversary of his death in 2016, exciting new discoveries about his works emerged.
TWA
Course: LLI546  6 Hours
45 + 72 fee = 117; NMR add 120
Structured Remote
CRN#: 34904  3 Sessions  W
2/24-3/10  10:30 a.m.-12:30 p.m.

How to Decipher Paintings
Byzantine-Renaissance-Baroque
What makes paintings timeless? Do you want to understand paintings on a more profound level? This course will help you appreciate the language of paintings, understand the meaning behind symbols, identify focal points, and recognize cultural and historical elements in different paintings. Explore visual elements: line, shape, tone, color, patterns, texture, and form, and see how artists utilize these elements to express their ideas.
TWA
Course: LLI957  10 Hours
55 + 79 fee = 134; NMR add 120
Structured Remote
CRN#: 34725  5 Sessions  M
2/8-3/8  10:30 a.m.-12:30 p.m.

Russian Avant-Garde: 1890-1932
Learn about the time of great artistic freedom in Russia (1890-1930) when modernist art flourished and multiple art movements existed simultaneously. Explore the styles of Suprematism (geometrical abstraction), Constructivism (to construct art), and Neo-Primitivism (appreciation of primitive). Compare and contrast works by such artists as Kazimir Malevich, Alexander Rodchenko, and Natalia Goncharova. Discuss the impact Russian artists had on the development of modern art in the West. Analyze post-1932 revolutionary ideas of the avant-garde that clashed with the newly emerged conservative direction of socialist realism.
TWA
Course: LLI556  6 Hours
45 + 72 fee = 117; NMR add 120
Structured Remote
CRN#: 34663  3 Sessions  R
4/1-4/15  10:30 a.m.-12:30 p.m.

Your instructor will contact you 3 days before the start of your LLI class to provide you with class information. Please email all three of us, the day before your class, if you do not hear from the instructor.
tracy.ritenour@montgomerycollege.edu
lynda.schrack@montgomerycollege.edu
natasha.sacks@montgomerycollege.edu
Van Eyck: An Optical Revolution

Do you know who was accredited as being the founding father of the Northern Renaissance and the first Flemish painter to achieve international fame? Explore the art of Jan van Eyck and its impact—the artist who created what is credited as the most famous European altarpiece—The Ghent Altarpiece. Learn about one of the first court artists who championed the technique of oil painting and produced remarkably life-like portraits. Analyze Van Eyck’s role in the Northern Renaissance. Discuss why Van Eyck was revered by his contemporaries for his miraculous illusions of human form, his magnificent rendering of textures, be they jewels, furs or blades of grass, and his astounding capture of light in paint. Examine his most famous paintings and decode the symbolism of such works as The Ghent Altarpiece, The Rolin Madonna, and The Arnolfini Wedding Portrait. TWA

Course: LLI547  6 Hours
45 + 72 fee = 117; NMR add 120

Structured Remote
CRN#: 34643  3 Sessions  W 3/24-4/7  10:30 a.m.-12:30 p.m.

Brain Fitness Institute

Brain Fitness: Fun with Numbers and Brain Games

In this course, you will challenge your brain and enhance your memory with interesting brain games, computer games, puzzles, and simple math problems. You will revisit mathematical concepts and analyze basic math problems. You will develop puzzle solving skills and practice problem solving through computer games. You will also learn games you can play with your kids and grandkids. This course will be interactive and fun with a focus on a different type of activity each class session. TWA

Course: LLI374  10 Hours
59 + 89 fee = 148; NMR add 120

Structured Remote
CRN#: 34621  5 Sessions  R 2/4-3/4  1-3 p.m.

Building Resiliency and a Strong Immune System

Explore strategies that strengthen the immune system and boost mental and physical resiliency. Examine the fundamental principles of immunity-boosting practices for healthy living, including relaxation techniques for stress management, physical activity, nutrition, sleep, mental fitness, and social connection. Assess personal levels of well-being and readiness to change desired behaviors. Create a personal wellness vision, identify values, motivators, and strengths. Prepare weekly readiness-specific SMART goals to improve mind-body health. TWA

Course: LLI577  9 Hours
59 + 79 fee = 138; NMR add 120

Structured Remote
CRN#: 34702  6 Sessions  M 3/22-4/26  2-3:30 p.m.

Cultivating Compassion through Meditation

Do you want to learn how to be calm during even the most heated moments? Explore the process of RAIN (Recognize, Allow, Investigate, Nurture) – a powerful tool used in calming meditation. Examine the role of meditation in cultivating compassion for self and others. Learn new ways to meet life’s many challenges with more openness, equanimity, and compassion through reading, discussion and meditation practice. Recommended book: Radical Compassion by Tara Brach (2019). TWA

Course: LLI534  6 Hours
45 + 72 fee = 117; NMR add 120

Structured Remote
CRN#: 34638  4 Sessions  F 1/8-1/29  10:30 a.m.-12 p.m.

Meditation Practices—Heart, Brain, Body Connections

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

Course: LLI185  12 Hours
75 + 92 fee = 167; NMR add 120

Structured Remote
CRN#: 34610  8 Sessions  W 1/6-2/24  10 a.m.-11:30 a.m.
No class 3/17

Meditation Practices—Heart, Brain, Body Connections—Continued

Examine a variety of topics relevant to meditation based on the published work of leading experts. Topics may include: mindfulness, the intersection between yoga and meditation, and the neuroscience of meditation. Each class session will include a period of meditation practice. Prerequisite: Completion of Meditation Practices—Heart, Brain, Body Connections, Meditation for Mindfulness and Stress Reduction or previous experience with meditation. TWA

Course: LLI445  12 Hours
75 + 92 fee = 167; NMR add 120

Structured Remote
CRN#: 34626  8 Sessions  T 3/2-4/20  1-2:30 p.m.

Registration Process During COVID-19

Due to COVID-19, face-to-face registrations are not available until the restrictions are lifted. Each person must register in order to attend any class—including online classes. Please see page 104 for registration information.

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

What is Positive Psychology? How can it benefit different areas of your life—work/school, retirement, and the quality of your daily life? Learn to apply the principles of Positive Psychology with activities and exploration exercises that foster your ability to thrive and fulfill your potential. Discover your personal strengths and what gives you a sense of meaning and fulfillment. Learn to nurture yourself and your professional/personal relationships. Cultivate your inner self to boost resilience, optimism, gratefulness, forgiveness, and the joy of experiencing life. This class will include presentations by guest speakers and will provide a variety of interactive activities, video clips, and readings. TWA

Course: LLI586 6 Hours
35 + 72 fee = 107; NMR add 120
Structured Remote
CRN#: 34819 4 Sessions  R 2/4-2/25 7-8:30 p.m.

Practicing Mindfulness for Stress Reduction

Are you spreading yourself too thin and becoming stressed with work, friends, and financial responsibilities? Are you spending hours on social media? Explore how to unplug and add more balance to your life. Discover the purpose of mindfulness. Learn how to implement goals/steps to practice mindfulness. Examine strategies for setting a work/life balance. Acquire better sleep habits. TWA

Course: LLI533 4 Hours
35 + 49 fee = 84; NMR add 50
Structured Remote
CRN#: 34637 4 Sessions  R 4/8-4/29 10 a.m.-11 a.m.

Careers and Employment for 50+

How Montgomery College Can Help You with Employment and Job Training

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

Course: LLI276 2 Hours
5 + 5 fee = 10; NMR add 30
Structured Remote
CRN#: 34614 1 Session  W 1/13 6:30-8:30 p.m.
CRN#: 34615 1 Session  T 3/9 6:30-8:30 p.m.

How to Be Organized and Efficient at Work and Home

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

Course: LLI032 6 Hours
35 + 69 fee = 104; NMR add 120
Structured Remote
CRN#: 34603 3 Sessions  M 2/15-3/1 6:30-8:30 p.m.

Looking for Career and Employment for 50+ classes?

See our Professional and Career Development on page 76 for:
Career Exploration Boot Camp Course: CRP013  •  CRN#: 34636
Employment Search Boot Camp Course: CRP014  •  CRN#: 34640

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: LLI569 2 Hours
15 + 10 fee = 25; NMR add 30
Structured Remote
CRN#: 34945 1 Session  F 1/15 1-3 p.m.
CRN#: 34946 1 Session  T 3/23 6:30-8:30 p.m.

Knowing Technology II: Your Cloud Computing Services

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: LLI570 2 Hours
15 + 20 fee = 35; NMR add 30
Structured Remote
CRN#: 34688 1 Session  F 1/29 1-3 p.m.
CRN#: 34690 1 Session  T 3/30 6:30-8:30 p.m.
Lifelong Learning Institute

Knowing Technology III: Your Digital Security and Privacy
Everyone has created a digital footprint. Whether it’s your password, username, SSN, IP address, or your home address, everyone has a digital identity. Protecting and controlling your digital identity starts with understanding what it is, and how you control its use and privacy in the digital world. This course is designed to provide you with the tools to secure and protect your digital identity and privacy in your daily life. This class is part three of a sequence of classes. Prerequisite: Knowing Technology I and II or equivalent knowledge.

Course: LLI571  
2 Hours
15 + 20 fee = 35; NMR add 30
Structured Remote
CRN#: 34697  
1 Session  
F
2/12  
1-3 p.m.
CRN#: 34698  
1 Session  
T
4/6  
6:30-8:30 p.m.

Using Instagram and YouTube Like a Pro
There’s no better time than now to get started with Instagram and YouTube. Find and follow Instagram accounts. Learn how to share photos and videos to create stories with special effects. Explore how to browse your feed and interact with posts. Discuss how to go live to connect with your friends at the moment or message your friends in private. Examine the Explore tab and IGTv. Create a YouTube Channel. TWA

Course: LLI482  
4 Hours
35 + 49 fee = 84; NMR add 50
Structured Remote
CRN#: 34634  
2 Sessions  
T
2/16-2/23  
6:30-8:30 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. TWA

Course: LLI572  
4 Hours
20 + 49 fee = 69; NMR add 30
Structured Remote
CRN#: 34816  
2 Sessions  
F
2/26-3/5  
1-3 p.m.
CRN#: 34817  
2 Sessions  
T
4/20-4/27  
6:30-8:30 p.m.

History and Current Events

A Nation of Dissidents  
NEW
How did a group with such different backgrounds and beliefs form "A more perfect Union"? Discuss the political and religious beliefs of the first European settlers to the American colonies. Examine what the founding documents have to say about religion and politics. Explore the evolution of interactions between politics and religion in America and how it differs from Europe. TWA

Course: LLI581  
6 Hours
45 + 72 fee = 117; NMR add 50
Structured Remote
CRN#: 34707  
3 Sessions  
W
1/20-2/3  
10:30 a.m.-12:30 p.m.

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

A World of Nation-States: Here to Stay?  
NEW
Do nation-states bring about the emergence of democracy or are they more likely to devolve into authoritarianism? Are nation-states the basis of geopolitical stability or more likely to provoke and cause violent wars? Explore the historical context in which nation-states emerged. Discuss the social, economic, and political changes that preceded the nation-state. Examine the relationship between nation-states and democracy. Analyze how the European transformation into nation-states played a role in WWI and WWII. Learn what impact the nation-state had on decolonization. Assess the current status of nation-states during times of crisis. TWA

Course: LLI554  
12 Hours
69 + 92 fee = 161; NMR add 120
Structured Remote
CRN#: 34654  
6 Sessions  
M
3/8-4/26  
1:30-3:30 p.m.
No class 3/15, 3/29

An Insight Into Politics and Current Events

New Content! What will be the outcome of the Presidential election? Discuss the results of the election and the expectations for the next for years. Examine the impact of a newly minted Senate and House of Representatives. Explore the status of the pandemic in the United States and around the world. Analyze the condition of the economy, racial justice issues, and international relations. Join your fellow students to discuss these issues and many more that will arise from the news headlines between February and May of 2021. All political views are welcome in the discussion group. TWA

Course: LLI511  
12 Hours
69 + 92 fee = 161; NMR add 120
Structured Remote
CRN#: 34635  
6 Sessions  
W
2/24-5/5  
10:30 a.m.-12:30 p.m.
Class meets 2/24, 3/10, 3/24, 4/7, 4/21, 5/5

Interested in receiving the Lifelong Learning Institute e-newsletter with class updates and free events?  
E-mail: tracy.ritenour@montgomerycollege.edu  
or visit our website to sign-up to be placed on our mailing list.  
www.montgomerycollege.edu/workforce-development-continuingeducation/lifelong-learning/lli-mailinglist.html
Ashkenaz: The Jews of Eastern Europe
This course presents an overview of the history of the Jews of Eastern Europe from the time of their arrival in the Middle Ages to the contemporary period. Examine how, when, and with what experience Jews arrived in Eastern Europe where they initially found refuge. Explore the cultural, religious, and political impact of the medieval golden age on these Jewish communities. Examine the age of Enlightened Absolutism in the 18th century, which held out the possibility of emancipating the Jews of Eastern and Central Europe. Focus on the developments of the 19th and 20th centuries, a period intimately tied up with modernity and nationalism. Explore the historic, religious, political, and artistic heritage of Ashkenazi Judaism. TWA
Course: LLI421  12 Hours
69 + 92 fee = 161; NMR add 120
Structured Remote
CRN#: 34624  6 Sessions  R
4/1-5/6  6:30-8:30 p.m.

Empress: Ruling Women from Rome to the Renaissance
Explore the meaning of queenship and how it evolved from antiquity and beyond. Examine the complex and contradictory figure of the ruling woman from late antiquity, through the renaissance, to the early modern period. Discuss the varied roles that queens played within their societies, their relationship to broader social and cultural institutions, such as the Christian Church, and the ways in which queens were celebrated, criticized, and imagined by writers and artists of their time. Learn about less well-known female rulers like Radegund from the Frankish Kingdom and the infamous, like Catherine de Medici. Examine the women who ruled the world before modernity cast them aside. TWA
Course: LLI550  8 Hours
59 + 79 fee = 138; NMR add 120
Structured Remote
CRN#: 34647  4 Sessions  R
2/25-3/25  1:30-3:30 p.m.
No class 3/18

Enlightenment Revolution
Liberty and equality. Human rights. Freedom of thought and expression. Belief in reason and progress. The value of scientific inquiry. These are just some of the ideas that were conceived and developed during the Enlightenment, and which changed forever the intellectual landscape of the Western world. But what exactly was the Enlightenment? Was it a cohesive philosophical project? A discrete geographical and time period when reason and equality came to the fore? An open-ended intellectual process that continued long after the eighteenth century ended? Explore these questions while looking at the principal thinkers who defined the Enlightenment (John Locke, Immanuel Kant, Jean Jacques Rousseau, Thomas Jefferson, Isaac Newton, Johannes Kepler to name a few) and their world transformational ideas. Learn how the Enlightenment provided the philosophical underpinnings of the modern world and was a revolution in thought that continues and matters to this day. TWA
Course: LLI578  10 Hours
65 + 89 fee = 154; NMR add 120
Structured Remote
CRN#: 35052  5 Sessions  T
1/19-2/16  2-4 p.m.

European History: Fall of Rome to the 17th Century
One of two related courses (with LLI 469), which may be taken in either order. Trace the accumulated experience of Western civilization and its worldwide relationships and provide a contextual framework for integrating all areas of Western human activity and thought. Inquire into the foundations of Western civilization and its heritage of Ashkenazi Judaism. TWA
Course: LLI596  37.5 Hours
396 + 136.20 fee = 532.20; NMR add 871.20
Structured Remote
CRN#: 34712  14 Sessions  M W
1/25-3/10  11:30 a.m.-2:15 p.m.
Use Credit HIST147 CRN 33213 for textbook information.
CRN#: 34711  32 Sessions  T R
1/26-5/13  9:30 -10:45 a.m.
Use Credit HIST147 CRN 31691 for textbook information.

European History: 17th Century to the Present
Trace the accumulated experience of Western civilization and its worldwide relationships and provide a contextual framework for integrating all areas of Western human activity and thought. Explore the changes in thought, social, economic, and political structures from the Copernican revolution and the Enlightenment through the American and French revolutions, the traumas of economic depressions, world wars, and the upheavals of the contemporary world. Examine the tensions between individual liberty and traditional powers of state and society, the rise of ideologies, pressures of industrialism and national identity, the problems of the Darwinian hypothesis, the role of women in society, the rise of masses, the disenchantment with traditional liberalism and totalitarian alternatives, as well as the reflections of these human endeavors and anxieties in

Update Your Email and Contact Information
Please contact customer service (240-567-5188) to update your email address or other contact information so you can receive the classroom instructions. Your instructor will contact you 3 days before the start of your LLI class to provide you with class information. Please email all three of us, the day before your class, if you do not hear from the instructor.
tracy.rittenour@montgomerycollege.edu
lynda.schrack@montgomerycollege.edu
natasha.sacks@montgomerycollege.edu
the arts and letters of these centuries. Note: You will be joining credit students in this co-listed credit class. TWA

Course: LLI469  37.5 Hours
396 + 136.20 fee = 532.20; NMR add 871.20
Structured Remote
CRN#: 34629  32 Sessions  T R
1/26-5/13  11 a.m.-12:15 p.m.
Use Credit HIST148 CRN 31692 for textbook information.
CRN#: 34630  14 Sessions  M W
3/29-5/12  11:30 a.m.-2:15 p.m.
Use Credit HIST148 CRN 31693 for textbook information.

From Ancient Greece to Medieval Grandeur, and Beyond: A History of City States  NEW

Have you heard of the phrase city-states? Do you know what it means and where it originated? Explore the rich and consequential history of city-states, ranging from the ancient Greek city-states (like Sparta, Syracuse, and Athens) to the medieval and renaissance cities of Italy (like Florence, Venice, and Rome). Discuss the emergence of the city-states, their size and population, and their political organization. Analyze the role of the Church as a temporal power in Rome and the emergence of the Italian city-states. Examine the cultural significance and geo-strategic importance of city-states during the age of empires and beyond. Discuss the political, social, and economic forces that brought the city-states to a virtual end. TWA

Course: LLI549  10 Hours
65 + 89 fee = 154; NMR add 120
Structured Remote
CRN#: 34645  5 Sessions  M
1/25-2/22  1:30-3:30 p.m.

History of Modern China  NEW

China is never out of the news. Learn about the modern history (including human rights abuses in Xinjiang and the continued legacy of Tiananmen Square), politics, economy, thriving cultural scene, and its relations with the wider world. Discuss the late imperial state and its collapse during the nineteenth century when confronted with European intervention. Analyze the many incarnations of the Communist regime from the Great Leap Forward debacle to the Cultural Revolution under Mao to the economic transformation that began in the 1970s. TWA

Course: LLI573  12 Hours
69 + 92 fee = 161; NMR add 120
Structured Remote
CRN#: 34699  6 Sessions  W
2/24-4/7  2-4 p.m.
No class 3/17

History of Modern Iraq  NEW

Explore the early religious, political, and social forces that shaped Iraq's history. Learn about the dramatic changes in Iraq following the end of four hundred years of Ottoman rule and the imposition of a fully invented monarchy by the British following World War I. Examine the central importance of the ouster of the monarchy and its replacement by a military dictatorship with political and economic control concentrated in the hands of the ruling Ba'ath Party (and within it- Sadam Hussein). Discuss the stability of the Hussein regime, its corrupt and tyrannical rule, his confrontations with Iran and Saudi Arabia, the invasion of Kuwait, the treatment of the Kurds, and finally the invasion in 2003. Analyze the post-invasion period comparing Iraqi democracy with neighboring regimes during the Arab Spring and the fight against ISIS. Special focus will be paid to the impact of Western political and cultural influence and the linkage between the Arab-Israeli conflict and the domestic political arena in Iraq. TWA

Course: LLI568  12 Hours
69 + 92 fee = 161; NMR add 120
Structured Remote
CRN#: 34686  6 Sessions  M
3/8-4/26  6:30-8:30 p.m.
No class 3/15, 3/29

History of Modern Israel II

Israel, the world's only Jewish state, is a source of pride to many, and a source of conflict to others. Explore Modern Israel from 1967 to the present. Discuss The Six Day War, the Camp David Accords, the Jordan Peace Treaty, as well as the current situation with Iran and the Gulf States. Analyze Israeli/Palestinian narratives. Instructor is the author of Return to Zion: The History of Modern Israel. TWA

Course: LLI435  10 Hours
65 + 89 fee = 154; NMR add 120
Structured Remote
CRN#: 34625  5 Sessions  W
3/3-4/7  6:30-8:30 p.m.
No class 3/17

History of Montgomery County's Segregated Schools  NEW

Our county's century-long history of legally segregated schools, mirrored throughout the South, manifested itself in stark inequalities—but was also met with fierce determination by African Americans to overcome an unfair system. Learn about post-Civil War Black communities and early grassroots initiatives to provide long-denied education. Examine how segregation came about, and how it played out in our schools. Explore local challenges to separate-but-not-at-all-equal, including Thurgood Marshall’s connection to Montgomery County and its national significance. Trace the desegregation process in the mid-20th century. Analyze and consider the historical consequences and legacy of school segregation for today. This class is offered in collaboration with Montgomery History.

Course: LLI580  2.5 Hours
20 + 15 fee = 35; NMR add 30
Structured Remote
CRN#: 34704  1 Session  W
2/3-2/3  10 a.m.-12:30 p.m.

Consider making a donation to the emergency funds for MC students.
Visit montgomerycollege.edu/onlinegiving and click on “student emergency assistance” in the dropdown menu.
**International Relations NEW Co-L**

Critical analysis of international problems. A survey of the concepts and problems of sovereignty and nationalism as well as the successes and failures of international institutions and organizations. Special attention given to the role of the United Nations in today’s world and to contemporary situations that affect world politics. Note: You will be joining credit students in this co-listed credit class. Use credit POLI203 CRN 31850 for textbook information. TWA

Course: LLI599

37.5 Hours

396 + 136.20 fee = 532.20; NMR add 871.20

Structured Remote

CRN#: 34924

30 Sessions

T R

2/9-5/13

9:30 a.m.-10:55 a.m.

**Notable African American Women Who Inspired and Motivated Change 1900–Present NEW**

Did you know that three African American women started the "Me Too" and "Black Lives Matter" movements only to be shuttled aside when they mainstreamed? Survey the lives of notable Black women who made a difference for their people and Americans in general, such as: Ella Baker, Ida B Wells, Madam C.J. TWAlker (the real story), Sojourner Truth, Dorothy Heights, Barbara Jordan, and more. Examine how Black transwomen brought attention to the members of the LBGTQ community that created change in their fight for human rights. Learn about the many Black suffragettes who fought to get the vote for all women and Black men. Explore the lives of the Black women who made credible contributions to the women’s movement from the 70s. Discuss why these women have been left out of American history as a practice of racial exclusion, especially Black history due to misogynoir. TWA

Course: LLI574

12 Hours

69 + 92 fee = 161; NMR add 120

Structured Remote

CRN#: 34700

6 Sessions

T

2/16-3/30

10:30 a.m.-12:30 p.m.

**Russia: History and Culture—From Tsar Nicholas II to President Putin**

Explore the dramatic events of the last days of the Romanov Dynasty, World War I, and the Revolution of 1917. Learn about the formation and achievements, as well as difficulties and problems, of the first socialist State. Examine the everyday life of the Soviet people during this period, and its reflection in Russian literature, music, art, and architecture. Travel in time through the periods of the Civil war, Industrialization, Stalin’s purges, and World War II. Discuss the Cold war, the events of Perestroika, and modern-day life under President Putin. TWA

Course: LLI468

37.5 Hours

396 + 136.20 fee = 532.20; NMR add 871.20

Structured Remote

CRN#: 34628

32 Sessions

M W

1/25-5/12

10-11:15 a.m.

**Political Ideologies Co-L**

Survey and analyze leading ideologies of the modern world such as anarchism, nationalism, fascism and national socialism, classical liberalism and conservatism, Fabian socialism, Marxism-Leninism, and liberal democracy. Explore current extremist ideologies of both left and right. Examine the nature and function of ideologies in political movements and in governance. Note: You will be joining credit students in this co-listed credit course. Use credit POLI206 CRN 31688 for textbook information. TWA

Course: LLI575

12 Hours

69 + 92 fee = 161; NMR add 120

Structured Remote

CRN#: 34701

6 Sessions

T

2/2-3/9

10:30 a.m.-12:30 p.m.

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

tracy.ritenour@montgomerycollege.edu
lynda.schrack@montgomerycollege.edu
natasha.sacks@montgomerycollege.edu
The House of Medici  
At its height, Renaissance Florence was a center of enormous wealth, power, and influence. A republican city-state funded by trade and banking, its often-bloody political scene was dominated by rich mercantile families, the most famous of which were the House of Medici. Explore the history of the Medici and their rise to power as bankers, politicians, and patrons of the arts. Discuss the main political and cultural attributes of Renaissance Florence. Analyze the role of the Medici in the rise of Florence as one of the most powerful city-states of the time. Learn about the expansion of Medici power beyond Florence (in Rome and the Vatican) and the role art patronage played in it. Discuss the fall of Florence and the Medici dynasty. TWA  
Course: LLI551  
10 Hours  
65 + 89 fee = 154; NMR add 120  
Structured Remote  
CRN#: 34649  
5 Sessions  
R  
2/18-3/25  
10:30 a.m.-12:30 p.m.  
No class 3/18  

The Ottomans: From Osman I to the Ottoman Empire  
Who were the Ottomans? Explore the origins of the empire, the spread of its culture, and its impact on all the geographic reaches from its original corner of Anatolia in the 13th century to the doors of Vienna. Analyze the Ottoman imperial experience in relation to previous Muslim and Byzantine imperial traditions. Explore how the fall of the Ottoman Empire was influenced by changing political realities at home and in Europe prior to WWI. Discuss the early modern and modern era transformation of the Ottoman Empire and its legacy for contemporary Eastern Europe, the Middle East, and North Africa until its fall during WWI. TWA  
Course: LLI155  
12 Hours  
69 + 92 fee = 161; NMR add 120  
Structured Remote  
CRN#: 34662  
6 Sessions  
T  
3/2-4/13  
2-4 p.m.  
No class 3/16  

The United States Supreme Court and its Important Decisions  
New Content! Did you know that The United States Constitution provides only for a Supreme Court? Do you know how the lower courts were created and what they consist of? During this course, you will explore the framework of the federal court system, identify the jurisdiction that each level of the federal court system possesses, and learn the differences between presenting cases at all three levels. You will discuss how the federal court system intersects with the executive and legislative branches of the government, and the Advice and Consent process through which judges nominated by the President are evaluated by the United States Senate. In addition, you will examine the decisions of the Supreme Court from a historical perspective and some of the famous justices who have sat on the court. The decisions of the court that will be examined include Marbury v. Madison, Dred Scott, Plessy v. Ferguson, Brown v. the Board of Education, Roe v. TWA, the Heller case, and the Citizens United case. TWA  
Course: LLI190  
12 Hours  
69 + 92 fee = 161; NMR add 120  
Structured Remote  
CRN#: 34612  
6 Sessions  
R  
4/1-5/6  
10:30 a.m.-12:30 p.m.  

US Trade Policy in the New Administration  
Do you wonder about the headlines warning of a global trade war? Examine how the current administrations trade policies differ from previous administrations, and the reasons for underlying tensions between the United States and its main trading partners. Discuss what the current approach could portend for US leadership, the US economy, and your own financial situation. Explore the pathways to resolution of trade frictions and their implications. This class is offered by Barbara Weisel, Managing Director, Rock Creek Global Advisors and former Chief U.S. Negotiator for the Trans-Pacific Partnership Agreement.  
Course: LLI344  
2 Hours  
15 + 15 fee = 30; NMR add 30  
Structured Remote  
CRN#: 34617  
1 Session  
F  
4/1  
2-4 p.m.  

Wall Street: History and Mystery  
They’re the most important nine blocks in all of Manhattan—maybe in all of the world. TWAll Street is home to the financial markets where companies go to get the capital they need to grow and thrive. However, Wall Street does most of this work behind closed doors, in ways most investors do not understand. Learn to cut through the jargon and mythology, how Wall Street does its business, and why it plays such a central role in our economy and in our individual financial lives. Explore the excesses—the scams, the double-dealing, the unrestrained greed—that led to demands for government regulation to protect average investors. Analyze the waning of Wall Street dominance over the years, and how and why these transitions to a more restrained version of market capitalism and a more decentralized global economy, took place. TWA  
Course: LLI238  
6 Hours  
45 + 72 fee = 117; NMR add 120  
Structured Remote  
CRN#: 34613  
3 Sessions  
R  
2/11-2/25  
6:30-8:30 p.m.  

Why We Should Care About Our Local Economy  
As Maryland’s largest jurisdiction, Montgomery County is the state’s biggest economic engine. However, the county is facing unprecedented challenges in the face of profound demographic and economic shifts in the local region. The global pandemic not only revealed the underlying inequality, but also the underlying weaknesses in the country’s economic infrastructure and the tax and employment base. Examine how Montgomery County can continue to lead the state and the region in economic vitality. Explore what can be done to expand job opportunities and tax base to pay for what matters. Discuss what individual residents can do to help ensure a strong economy. This class is taught by Lily Qi, Maryland State Delegate.  
Course: LLI566  
2 Hours  
20 + 15 fee = 35; NMR add 30  
Structured Remote  
CRN#: 34684  
1 Session  
F  
4/30  
1:30-3:30 p.m.
World War II
Two decades after World War I, World War II was the greatest conflict and tragedy in human history. This war involved over 30 countries and resulted in the death of 55 million people. The focus of this course will be on the causes, development, and implications of World War II and will also cover the war in East/West Europe, Soviet Union, North Africa, the Holocaust, D-Day, Pearl Harbor, and the Atomic Bomb. Finally, students will discuss how this war affected political and social structures in the post-war era. TWA
Course: LLI078 4 Hours
CRN#: 34601 1 Session W 1/27 6:30-9:30 p.m.

Horticulture

Annuals and Perennials for Your Garden NEW
Do you want to know how to plant and maintain an annual and perennial garden in this growing zone? Learn how to select plants, where to purchase annuals and perennials, and plan a blooming 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 an annual and perennial garden. Identify which garden items to avoid, what species make viable substitutions, and compatible plants. Determine how often to divide and how to maintain annual and perennial plants. Examine shade and sun loving plants as well as tropical species that can add special interest to a garden. Discuss which annuals are viable to winter over and how to integrate annuals and perennials into a full season of blooming color and design. TWA
Course: LLI175 16 Hours
CRN#: 34620 8 Sessions W 3/24-5/12 10:30 a.m.-12:30 p.m.

Decorative Trees and Shrubs
Do you know which trees and shrubs are successful in Mid-Atlantic garden spaces? Learn how to select woody ornamentals and plan a Mid-Atlantic region garden. Discuss deer resistant shrubs and the challenges of bamboo and other invasive plants in the landscape. Analyze which trees and shrubs to avoid. Explore general maintenance techniques. TWA
Course: LLI078 4 Hours
CRN#: 34606 2 Sessions W 2/17-2/24 6:30-8:30 p.m.

Garden Design
Do you ever wish you could have a beautiful home garden? Garden enthusiasts and homeowners will examine the basics of garden design. Discuss current garden trends, and how to integrate the architecture of your home/buildings into the landscape for a cohesive overall design. Learn about using plants and materials that are suitable for the Mid-Atlantic region to create a garden design suitable for your own home. TWA
Course: LLI370 8 Hours
CRN#: 34620 4 Sessions W 3/3-4/7 6:30-8:30 p.m.
No class 3/17, 3/24

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
CRN#: 34720 2 Sessions W 2/17-2/24 6:30-9 p.m.

Orchids: How to Grow and Bloom
Orchids are more popular than ever, and are readily available at mass markets, florists, and garden centers. Explore how to be successful with orchid selection in the home environment. Learn how to purchase, care, transplant, and water your orchids. Discuss how to rebloom your orchid, when to fertilize, and when to root prune. The instructor will use live plants to demonstrate best practices. You are encouraged to bring your orchid plants for questions.
Course: LLI022 3 Hours
CRN#: 34601 1 Session W 1/27 6:30-9:30 p.m.

Human and Natural Science

Evolution of the Universe from the Big Bang to Today
Human understanding of the universe has increased tremendously in the last few decades. Discuss the evolution of the universe from the Big Bang to its structure today. Examine the stars and star types; as well as their life cycle, characteristics, and how they work. Explore the planets in our solar system, their characteristics, what we have learned from them, and what we are seeking to learn. Study the evolution of Earth, events that have shaped it, and the interplay between life and planet Earth. Join a docent from the Smithsonian Air and Space Museum for this fascinating class. TWA
Course: LLI013 8 Hours
CRN#: 34599 4 Sessions T 2/2-2/23 10:30 a.m.-12:30 p.m.

www.montgomerycollege.edu/wdce
Global Geography Understanding People and Places
Do you want to learn why the world is divided into 12 regions, and what makes them unique? Examine the socio-economic, cultural, environmental, health, and political issues that result from both homogenization and diversification. Learn why China and India are the most populated countries in the world. Discuss what is globalization and how it affects every aspect of people’s lives around the world. Analyze what the increase of population density means for the environment carrying capacity. Explore the economic interdependencies and cultural interconnections between realms and regions. TWA
Course: LLI476 12 Hours
69 + 92 fee = 161; NMR add 120 Structured Remote
CRN#: 34633 6 Sessions T 1/19-2/23 2-4 p.m.

Introduction to Philosophy NEW Co-L
Introduction to philosophical analysis of the problem of knowledge, the problem of reality, and the problem of the good. Major philosophical attitudes of Western civilization are introduced. Special attention is paid to some of the philosophical implications of contemporary natural and social science. The basic themes of the course are that the major questions philosophy deals with are present in the lives of all persons; that we must clarify the questions, if possible, before we try to answer them, and that the basic questions are always concerned with the nature and meaning of human existence. Note: You will be joining credit students in this co-listed credit class. Use credit PHIL101 CRN 30799 for textbook information. TWA
Course: LLI600 37.5 Hours
396 + 136.20 fee = 532.20; NMR add 871.20 Structured Remote
CRN#: 34925 14 Sessions M W 1/25-3/10 12-2:45 p.m.

Prescription Drugs: How Medication Is Developed, Approved, and Released to Market
Have you ever wondered how prescription drugs are made, approved, and released to market for use? How about the differences between brand name drugs and generic, and why the generic is typically cheaper? In this course, you will examine the differences between pharmaceutical drugs and dietary supplements, as well as important regulations and guidelines for their development, storage, and distribution. No science background is needed. The instructor is the author of Pharmaceutical Analysis for Small Molecules.
Course: LLI379 2 Hours
15 + 15 fee = 30; NMR add 30 Structured Remote
CRN#: 34622 1 Session W 2/3 6:30-8:30 p.m.

Social Media, Social Movements: Utopia or Dystopia?
With the explosion of virtual communities and social media, technology and its effect on society has become a daily reality, invading all areas and aspects of our lives. Explore the changes these technologies are bringing to daily life, how they affect behavior, connections, democracy, and the possibility of change. Analyze various approaches to understanding democracy and social change and look at specific cases of how technology has helped or hindered these processes. Discuss the intersection of data, security, and privacy: from increased surveillance and filtering capacity, to delivering propaganda over the internet. Examine how governments around the world are broadening their social, technical, and legal tools for control and suppression, and how technology might help citizens trying to avoid it. TWA
Course: LLI379 2 Hours
35 + 69 fee = 104; NMR add 120 Structured Remote
CRN#: 34616 2 Sessions R 1/21-1/28 6:30-8:30 p.m.

Understanding Today’s Immigrants: Why We Came Here and What We Care About NEW
One in three residents in Montgomery County is an immigrant, but there is little understanding of this vast and diverse community beyond headlines and political rhetoric. Explore the ethnic make-up of Montgomery County’s immigrant community. Discuss what brought them to this country and to this place. Learn about what matters to them. This course will provide an overview of the local immigrant community followed by a panel of immigrant community leaders who are making a difference through local engagement. This class is taught by Lily Qi, Maryland State Delegate.
Course: LLI553 2 Hours
15 + 15 fee = 30; NMR add 30 Structured Remote
CRN#: 34653 1 Session F 4/16 1:30-3:30 p.m.

Registration Process During COVID-19
Due to COVID-19, face-to-face registrations are not available until the restrictions are lifted. Each person must register in order to attend any class—including online classes. Please see page 104 for registration information.

Please register at least 3 days before the start of class to ensure your information is provided to your instructor. If you are registering less than 3 days prior to the class, please contact customer service at 240-567-5188.
World Religions and the United States of America: Unity in Diversity NEW

Do you want to understand world religions better than you do now? Learn some of the basic practices, teachings, and worldviews of major world religions and Native American traditions as they are practiced today. Using Diana Eck’s text, A New Religious America: How a Christian Country Has Become the World’s Most Religiously Diverse Nation, identify the ways in which each religion is reaching deep within themselves to keep to their roots, but at the same time, is reaching outward to grow new forms that also aspire to embody the USA motto, “e pluribus unum.” Discuss how this dynamic impacts American life in terms of race, sex, sexual orientation, and other fraught topics in our culture. Explore the differences between exclusivist, inclusivist, and pluralist religions. Analyze how events like the Immigration Act of 1965, 9/11, the culture wars, race relations, and our current pandemic impacts the growth of religion in the USA. TWA

Course: LLI539 6 Hours
45 + 72 fee = 117; NMR add 120
Structured Remote
CRN#: 34813 3 Sessions M 2/1-2/15 6:30-8:30 p.m.
Film and Literature  **Co-L**
This course is a comparative study of films and literature with special attention given to the practical and theoretical problems of adapting literature to film and the basic differences between the two. Explore how character development, plot, narrative, symbols, and language are translated from literary texts to film, and considers the limitations of film adaptation. Read, analyze, and respond critically to texts in class discussions, examinations, and essays. Note: You will be joining credit students in this co-listed credit class. Use credit ENGL235 CRN 30708 for textbook information. TWA

**Course:** LLI984  **37.5 Hours**
396 + 136.20 fee = 532.20; NMR add 871.20

**Structured Remote**
CRN#: 34824  15 Sessions  W  1/27-5/5  2-4:40 p.m.

Gothic Novels of the Romantic Period  **NEW**
The Romantic Period of literature, the late 18th and early 19th century, saw the invention and proliferation of the “gothic” novel, works featuring haunted castles and houses, eccentric villains, and monsters and monstrous deeds. Learn about gothic fiction of the Romantic Era of English and American literature. Discuss the characteristics and structure of the gothic novel. Examine the relationship between a work of literature and the social and intellectual forces of the period in which it was written. In this course, taught by Bob Shoenberg, you will explore six of those novels, beginning with the first one in this genre, Horace Walpole’s *The Castle of Otranto* and continuing with such works as Mary Shelley’s *Frankenstein*, Jane Austen’s spoof of the gothic, *Northanger Abbey*, and Hawthorne’s *The House of Seven Gables*. Please read *The Castle of Otranto* before coming to the first class. Reading lists available on the LLI website for additional information. TWA

**Course:** LLI548  **12 Hours**
69 + 92 fee = 161; NMR add 120

**Structured Remote**
CRN#: 34644  6 Sessions  T  3/30-5/4  1:30-3:30 p.m.

History of Film: A Historical Approach to Understanding the World  **NEW**
Interested in learning about film history? Learn about the movers and shakers of the film industry. Examine the impact that the Weimar period had on filmmakers in Germany. Discuss the works of Director Fritz Lang and his importance in film history. Discuss two musicals (Seven Bridges for Seven Brothers and Gigi) in regards to the role women played on film and the role they played in reality. Explore the themes in four different films (The Seven Samurai, The Magnificent Seven, The Hidden Fortress, and Star Wars). TWA

**Course:** LLI537  **8 Hours**
59 + 79 fee = 138; NMR add 120

**Structured Remote**
CRN#: 34812  4 Sessions  F  4/9-4/30  10:30 a.m.-12:30 p.m.

Literary Café  **NEW**
Join a group of insightful and interesting readers in a relaxed Parisian Left Bank cafe setting for engaging discussions about different literary genres and pieces of literature. Together we will focus on the following different examples of literary production: memoir, the novel, poetry, the short story, and drama. Some will be familiar, old favorites; others will be new to you and will introduce you to surprisingly rich and rewarding material. Readings include: J. M. Coetzee’s *Boyhood: A Memoir*, Toni Morrison’s *Beloved*, Selection of poetry by W. B. Yeats; Student selected poetry; T. S. Eliot’s essay, *Tradition and the Individual Talent* (available online); Julio Cortázar, *Blow-Up and House Taken Over* (available online); Tom Stoppard’s *Arcadia*. Reading list is available on the LLI website for additional information. TWA

**Course:** LLI070  **37.5 Hours**
2-4:45 p.m. 14 Sessions 2/1-3/11  2-4:45 p.m.

Survey of American Literature II  **NEW  Co-L**
Examine American Literature from its beginnings through the mid-19th century, focusing on representative works in poetry, fiction, the essay, drama and/or oral traditions studied in the context of the multicultural American experience. Explore recurrent themes in the scope of American literature and culture. Students read, analyze, and respond critically to texts in class discussions. Note: You will be joining credit students in this co-listed credit class. Use credit ENGL211 CRN 30706 for textbook information. TWA

**Course:** LLI984  **396 + 136.20 fee = 532.20; NMR add 871.20**

**Structured Remote**
CRN#: 34910  14 Sessions  T  1/26-3/11  2-4:45 p.m.

Nordic Noir: Beyond The Girl with the Dragon Tattoo  **NEW**
What is Nordic noir? Scandinavian crime fiction has become a global entertainment “brand” since the 1990s—Nordic noir. Explore how this combination of entertainment and social issues actually works and what is says about Scandinavian and global popular culture. Examine the themes, genres, styles, and influences in Nordic noir. Learn about some of the most iconic writers and works of Nordic noir. Discuss Scandinavian society today as mirrored in crime fiction. Analyze how different past political events might have shaped Nordic noir. TWA

**Course:** LLI552  **10 Hours**
65 + 89 fee = 154; NMR add 120

**Structured Remote**
CRN#: 34652  5 Sessions  M  2/1-3/1  6:30-8:30 p.m.
Survey of British Literature I Co-L
Examine British literature, including prose, poetry, and drama, from its beginnings circa the 9th century through the mid-18th century. Discuss works of major authors are studied in their literary, historical, and sociopolitical contexts. Explore recurrent themes in the scope of British literature and culture. Students read, analyze, and respond critically to texts in class discussions, examinations, and essays. Note: You will be joining credit students in this co-listed credit class. Use credit ENGL214 CRN 33125 for textbook information. TWA
Course: LLI467 37.5 Hours
396 + 136.20 fee = 532.20; NMR add 871.20
Distance Learning
CRN#: 34874 1 Session
1/25-5/5 Online 24/7
Note: This course is a 24/7 asynchronous course. There will be no sessions in real time and this course will not move to face-to-face at any point.

The Short Story Co-L
A study of the short story in world literature with emphasis on the literary form. Examine the basic elements of fiction as they appear in short stories. Discuss content, structure, and literature techniques used. Analyze short stories from a variety of critical perspectives. Note: You will be joining credit students in this co-listed credit class. Use credit ENGL233 CRN 30709 for textbook information. TWA
Course: LLI239 37.5 Hours
396 + 136.20 fee = 532.20; NMR add 871.20
Structured Remote
CRN#: 34809 15 Sessions T R 1/26-3/16 11 a.m.-1:45 p.m.

Thomas Merton: A Man for All Seasons and All Religions NEW
Catholicism, Judaism, Islam, and Buddhism
Who was the real Thomas Merton? Learn about Merton's struggle with celibacy and his falling in love. Explore Merton's love relationship with Buddhism, his prayer life, and his life as a monk and world figure. Discuss Merton's life as a social critic, friend of beat poet Lawrence Ferlinghetti, publisher Robert Giroux, and musician Joan Baez. TWA
Course: LLI540 12 Hours
69 + 92 fee = 161; NMR add 120
Structured Remote
CRN#: 34814 4 Sessions M 3/1-3/22 1-4 p.m.

Music

Stravinsky: Innovator, Revolutionary, Icon—Enigma NEW
An oft-quoted credit credits Igor Stravinsky as "one of music's truly epochal innovators." Learn about the first truly 20th century composer, Igor Stravinsky, who had a significant impact on the music and culture of his time and on the development of classical music. Discuss why he was named as one of the 100 most influential people of the century by Time magazine. Examine how his music was infused with innovative approaches, especially as regards to the use of rhythm and harmony. Analyze the distinctive features found in all of his music and what makes it retain a distinctive and identifiable Stravinsky identity. TWA
Course: LLI841 7.5 Hours
30 + 62 fee = 92; NMR add 50
Structured Remote
CRN#: 34722 6 Sessions W 2/17-3/31 1-2:15 p.m.
No class 3/17

Bread Baking 101 NEW
What is better than the smell of fresh bread coming out the oven? Fill your house with the enticing smell of fresh baked bread while you fill your mouths with the unbeatable taste of real homemade bread. Learn how to make a variety of breads while learning the basic principles of bread making. Some breads might include: Focaccia and Pizza, Tuscan Wheat Sourdough, Challah, and wholesome quick breads and muffins. The class is presented by a professional chef/baker. You will be able to observe and ask questions. TWA
Course: LLI593 6 Hours
59 + 89 fee = 148; NMR add 120
Structured Remote
CRN#: 34820 4 Sessions T 2/2-2/23 7-8:30 p.m.

The Art of Listening: A Fresh Look at Music You Love
This course is designed to help you sharpen your critical listening skills, to learn what to listen for, and, thereby, to enhance your enjoyment of the music you love. Each class session will focus on a different musical genre: Great Symphonies, Choral Masterpieces, Broadway Musicals, and Classic Jazz. Musical examples in each genre will be examined using five analytical elements: melody, tone color, rhythm, dynamics and tempo. Discussion during sessions will further broaden participants critical listening habits. TWA
Course: LLI716 8 Hours
59 + 79 fee = 138; NMR add 120
Structured Remote
CRN#: 34717 4 Sessions R 2/4-2/25 10 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: LLI716 8 Hours
59 + 79 fee = 138; NMR add 120
Structured Remote
CRN#: 34717 4 Sessions R 2/4-2/25 10 a.m.-12 p.m.

Did you know that WDCE often adds additional course offerings throughout the semester?
Visited our website often for up-to-date course offerings and information.
Cook Like a Chef  NEW
Do you enjoy cooking at home? Learn basic skills and tips and tricks to help take your food to another level. Restaurant food is not always a healthier or better option, and when you know the principles behind how to cook and present a dish you will be able to impress your family and friends better than any restaurant would! Take your cooking skills to a next level. In this class you will cover the following topics: Planning a Meal, Sourcing Ingredients, Balancing Flavors, Presentation, Knife Skills; Salads and Dressings; Soup Making; Cooking Perfect Pasta Every time; Getting a Sear, and Sweet Endings—Desserts. This class is presented by a professional chef with 20 years of experience. You will be able interact, ask questions, and cook along. TWA
Course: LLI594  6 Hours
59 + 89 fee = 148; NMR add 120
Structured Remote
CRN#: 34709  4 Sessions  T
3/2-3/30  7-8:30 p.m.
No class 3/16

Grandparenting Skills
This course offers an opportunity to learn how to be an effective grandparent of grandchildren of different ages. Learn to maintain proper boundaries with parents, spend time productively with kids, and apply rules of safety. Build healthy and loving relationship. This class is taught by an Early Childhood Education teacher. TWA
Course: LLI038  4 Hours
35 + 49 fee = 84; NMR add 50
Structured Remote
CRN#: 34604  2 Sessions  T
1/19-1/26  10:30 a.m.-12:30 p.m.

The History of Baseball, Part 1: Origins to 1960  NEW
Why is baseball considered the national pastime? Explore the origin of the game up to 1960, the year before the number of franchises began to expand. Examine the early rules of the game, baseball before the turn of the century, and before the World Series began. Discuss the “dead ball” era, the spitball, the Black Sox scandal of 1919, and the reserve clause, which kept players bound to one team forever. Analyze the home run era, the Negro Leagues, and the integration of baseball. Learn about the literature of baseball. TWA
Course: LLI538  12 Hours
69 + 92 fee = 161; NMR add 120
Structured Remote
CRN#: 34641  6 Sessions  T
3/23-4/27  10:30 a.m.-12:30 p.m.

Parents and Grandparents As Teachers  NEW
Are you wondering how you are going to manage the “new normal” of supporting your child’s/grandchild’s learning at home? Have no fear, this course will prepare you to expand your online learning capacity, engage in a collaborative partnership with your child’s teacher, create a stronger bond with your child, create a conducive learning environment at home to support their child’s learning goals, and secure educational resources to support you in your new role. TWA
Course: LLI585  6 Hours
30 + 69 fee = 99; NMR add 50
Structured Remote
CRN#: 34905  4 Sessions  W
1/27-2/17  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: LLI351  4 Hours
15 + 30 fee = 45; NMR add 30
Structured Remote
CRN#: 34618  2 Sessions  W
2/17-2/24  6:30-8:30 p.m.

Wellness

Chronic Disease Self-Management—Living Well  NEW
Learn how to improve your health and live well. Discuss problem solving, action planning, communication with health care providers, nutrition, physical activity, and ways to improve symptom management. Explore how to maximize your potential even when a long-term health condition may require you to alter your activities. Discover new ways to break the “symptom cycle.” This evidence-based program was developed by Stanford University and sponsored by Holy Cross to help people with long-term health conditions make small steps toward positive change and healthier living. TWA
Course: LLI583  12 Hours
59 + 69 fee = 128; NMR add 120
Structured Remote
CRN#: 34708  6 Sessions  F
2/5-3/12  1-3 p.m.

Financial planning can make your life and retirement easier.
See our Personal Finance Academy on pages 74-76.

Healthcare Insurance For Retirement........pg. 74
Making Smart Investment Decisions........pg. 74
Money Matters for Millennials ...............pg. 74
Retirement Planning Today ....................pg. 75
Stocks: An In-depth Look .....................pg. 76
Gentle Yoga for Mood and Strength
Learn postures that strengthen muscles to support joints while creating stronger bones. Explore postures to balance strength with flexibility and create more energy. Practice breathing techniques to calm the nervous system and decrease anxiety. Bring awareness to alignment in the spine and body to achieve improved balance. Understand the interconnectedness of the body’s systems to treat the body as a whole. TWA
Course: LLI723 6 Hours
35 + 65 fee = 100; NMR add 120
Structured Remote
CRN#: 34719 5 Sessions F
1/22-2/19 11 a.m.-12:15 p.m.
Class on 2/19 will meet 11 a.m.-12 p.m.
CRN#: 34720 5 Sessions F
3/5/4/16 11 a.m.-12:15 p.m.
No class 3/19, 4/02

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 different difficulty levels and is not a swimming course. TWA
Course: LLI595 10 Hours
52 + 68 fee = 120; NMR add 120
Rockville Campus
CRN#: 34710 12 Sessions M W
3/22-4/28 9 a.m.-9:50 a.m.
This class will meet face-to-face unless conditions change. If conditions change, this class will be cancelled. Please monitor the MC website for updates.

Virtual Face-to-Face in Real-Time!
All Lifelong Learning Winter/Spring Classes are being taught online (structured remote/synchronous or distance learning) using live Zoom sessions. Zoom offers students the opportunity to interact with the instructor and other students—asking questions and joining in discussions.

Pilates for a Strong Body and Mind
Are you looking to strengthen your abdomen and pelvis as well as maintain good posture? Learn a series of exercises derived from Joseph Pilates to help improve posture and core strength. Practice precise Pilate moves and specific breathing techniques. Explore how Pilates improves concentration and focus. This course is taught by an Exercise Sergeant in the Israeli Army, certified aerobic instructor, certified Pilates instructor, and personal trainer. TWA
Course: LLI462 10 Hours
65 + 79 fee = 144; NMR add 120
Structured Remote
CRN#: 34627 10 Sessions M W
3/22-4/21 10 a.m.-11 a.m.

T’ai Chi for Physical and Mental Well-being
T’ai Chi is an ancient Chinese exercise for health and conscious relaxation. Learn a series of quiet, slow, and connected movements from the Cheng Man-Ching Yang Style short form, which cultivate the spirit and nurture the body. Practice low impact movements that put minimal stress on muscles and joints while improving body awareness and balance. Experience the benefits of t’ai chi, which include increased energy, building strength with flexibility and mental and physical resilience. TWA
Course: LLI188 12 Hours
69 + 79 fee = 148; NMR add 120
Structured Remote
CRN#: 34611 12 Sessions W
2/3-4/28 10 a.m.-11 a.m.
No class 3/17

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

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 + 385 fee = 685; NMR add 300
Structured Remote
CRN#: 34517 4 Sessions T S
2/20-3/2 9 a.m.-1 p.m. (T) 6-9:30 p.m. (S)

Coaching Essentials, Competencies, and Practices
Building on Coaching Clinic-Introduction, this course explores various coaching competencies, operating assumptions, and practices. Continue to experiment with the language of coaching and distinguish between the effects of various techniques. You will deepen your learning of how to implement a defined coaching framework to structure a coaching session, learn its benefits, and employ a specific methodology to establish credibility and build trust with the coaches. Complete the course with the experience of coaching and being coached in a classroom setting, as well as working with a practice client between classroom sessions. Prerequisite: Coaching Clinic-Introduction. TWA
Course: MGT264 15 Hours
300 + 385 fee = 685; NMR add 300
Structured Remote
CRN#: 34513 5 Sessions T
3/23-4/20 6:30-9:30 p.m.
Coaching Skills for Everyday Life
Do you want to improve your communication with your family, friends, or colleagues at work? Coaching skills are not just for professional coaches or managers, they are for everyday life whether you’re interacting with children at home, trying to help a family member, friend or a colleague or team at your place of work. Through a hands-on, interactive approach, you will learn better questions, better manage conflicts and more! TWA.

Course: MGT590 6 Hours
170 + 89 fee = 259; NMR add 140
Structured Remote
CRN#: 34518 2 Sessions S 3/13-3/20 9 a.m.-12 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
Structured Remote
CRN#: 34516 1 Session 2/6 9:30 a.m.-1 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 be delegated; and learn how to monitor progress without over-managing. TWA

Course: MGT636 6 Hours
170 + 89 fee = 259; NMR add 140
Structured Remote
CRN#: 34524 3 Sessions R 4/1-4/15 6:30-9:30 p.m.

Human Resources

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

Course: MGT315 18 Hours
425 + 500 fee = 925; NMR add 400
Structured Remote
CRN#: 34514 12 Sessions T R 3/16-4/22 5:30-9:30 p.m. 6-9 p.m. (3/23-4/15)

NEW

Montgomery College Project Management Certificate
Montgomery College WDCE introduces the Project Management Certificate starting Spring 2021.
The PM Certificate Program will incorporate fundamental PM knowledge, predictive and agile approaches, and concept deep dives through a series of required and elective courses.
Get Information, schedule and costs at www.montgomerycollege.edu/wdce/projectmanagement
Interested in a Project Management Institute certification preparation course? Go to www.montgomerycollege.edu/wdce/projectmanagement/pmi.

Conflict Management / Mediation

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

Course: MGT352 40 Hours
260 + 335 fee = 595; NMR add 250
Structured Remote
CRN#: 34515 6 Sessions R 3/25-4/29 6:30-9:30 p.m.
Management and Leadership

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

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: MGT593 16 Hours
400 + 455 fee = 855; NMR add 400
Structured Remote
CRN#: 34519 8 Sessions  T R
1/26-2/18 6-8 p.m.

Certified Internal Auditor® (CIA®) Exam Prep: Part II—Internal Audit Practice

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

Course: MGT595 16 Hours
400 + 455 fee = 855; NMR add 400
Structured Remote
CRN#: 34521 8 Sessions  T R
4/6-4/29 6-8 p.m.

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: MGT594 16 Hours
400 + 455 fee = 855; NMR add 400
Structured Remote
CRN#: 34520 8 Sessions  T R
3/2-3/25 6-8 p.m.
Leading Through Change
Effective leadership requires a whole host of interpersonal skills in normal times. This is further exacerbated during pandemic times. This unprecedented period of change requires that leaders utilize specific interpersonal skills to lead others through change. This further requires an understanding of change management and how it connects to skill such as being resilient, communicating effectively, and utilizing empathy. TWA

Course: MGT633 4 Hours
80 + 49 fee = 129; NMR add 120
Structured Remote
CRN#: 34912 2 Sessions T R
2/23-2/25 6-8 p.m.

Strengthening Effective Communication
How much of your day is spent communicating? Being able to effectively communicate is a critical interpersonal skill for professional success and is especially needed during the current crisis. This course will review the fundamentals of communication and provide instruction on how to strengthen your communication skills effectively. TWA

Course: MGT634 4 Hours
80 + 49 fee = 129; NMR add 120
Structured Remote
CRN#: 34913 2 Sessions T R
4/20-4/22 6-8 p.m.

Sustaining Resilience
During this unprecedented time of change and uncertainty, we are required to draw on all our reserves and resilience. Understanding what resilience is and how it connects to change is necessary for understanding our lives during a pandemic. Examples of resilience and specific exercises will be utilized to prepare participants to strengthen and sustain resilience over a period of time. TWA

Course: MGT632 4 Hours
80 + 49 fee = 129; NMR add 120
Structured Remote
CRN#: 34911 2 Sessions T R
1/26-1/28 6-8 p.m.

Nonprofit Fundraising and Development
Effective fundraising requires strategic planning and buy-in from staff and volunteers. This course will provide the basics of best practices in nonprofit fundraising and development, and will cover areas such as major donor development, solicitation techniques, donor database management, event planning, seeking corporate support and grants, and much more. This course is ideal for Executive Directors, Fundraising staff, Major Gifts Officers, and volunteers. TWA

Course: NPT002 12 Hours
200 + 125 fee = 325; NMR add 160
Structured Remote
CRN#: 34790 6 Sessions W
3/3-4/7 6:30-8:30 p.m.

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

Course: NPT009 36 Hours
300 + 300 fee = 600; NMR add 300
Structured Remote
CRN#: 34793 36 Hours
9 a.m.-12 p.m.
2/5-4/30 F
No class 3/19
Nonprofit Marketing and Communications
Raising the profile of your nonprofit organization and telling your story requires strategy and planning. This course will provide training using a wide variety of tools including social media, websites, newsletters and e-mail marketing, and media advisories. Emphasis will be on branding and messaging in support of your organization's fundraising efforts and the latest trends. This course is ideal for Executive Directors, Marketing and Communications staff, and volunteers. TWA
Course: NPT003 12 Hours
200 + 125 fee = 325; NMR add 160
Structured Remote
CRN#: 34791 6 Sessions  W 1/20-2/24 6:30-8:30 p.m.

Program Performance Measurement & Evaluation for Nonprofits
In the nonprofit sector, the professionals measuring the performance of the programs and evaluating the results are in high demand in multiple sectors such as health, education, law and governance, and human rights. Learn how to design and implement program evaluations in nonprofits. The modules that will be covered in this course are planning a program evaluation, data (collection strategy, quality measurement, matching stakeholder needs, analysis and interpretation, and reporting results), and data-driven decision making. This course is ideal for executive directors, project managers, board members, grant writers, and program officers. No textbook is required. TWA
Course: NPT012 36 Hours
200 + 195 fee = 395; NMR add 160
Structured Remote
CRN#: 34794 12 Sessions  T 2/9-4/27 6-9 p.m.

Writing to Win: Preparing Strong Grant Application Templates
Nonprofit organizations of every size depend on grants to fund important initiatives designed to benefit the community. A good master proposal and planning will increase your chances of writing a winning proposal. Join us and learn the process of preparing strong grant application templates. This course is ideal for executive directors, program directors, board members and freelance grant writers seeking to develop or refine their grant writing skills. You must bring textbook(s) and a USB Flash drive to first class. TWA
Course: NPT006 12 Hours
195 + 115 fee = 310; NMR add 160
Structured Remote
CRN#: 34792 6 Sessions  M 3/1-4/5 6:30-8:30 p.m.

Nonprofit Leadership Boot Camp
Application cycle is open for the Spring 2021 Nonprofit Leadership Boot Camp. Do you have experience in the nonprofit sector but want to learn more and expand your network? Join us as we delve deeper to understand nonprofits in a fun and creative setting. Applicants should have at least three years of nonprofit experience.

Performing Arts
Welcome to our community of artists! Community Arts provides non-credit classes for professional and aspiring artists, taught by working artists. Montgomery College’s campuses are not fully reopening this spring, so we are running our classes remotely. Please read the section notes to understand how each class will be structured.

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

Dance
African Dance
Discover the art and beauty of African dance. Learn the posture, movements, and stylistic technique of traditional dances from places like Ethiopia, Mali, Guinea, and Senegal. Apply what you’ve learned in performance-focused choreography. Sign up for all 10 sessions with this course and save $20, or sign up for individual sessions below. TWA
Course: PFA089 7.5 Hours
55 + 40 fee = 95; NMR add 50
Structured Remote
CRN#: 34207 10 Sessions  S 2/13-4/24 10 a.m.-10:45 a.m.
No class 3/20

Coronavirus and Course Locations:
What You Need to Know
Some classes in this schedule may reflect on campus locations; however, until the end of spring break in March 2021, most classes will be online through Distance Learning or Structured Remote teaching. Classes that are listed as only Structured Remote or Distance Learning will remain that way unless otherwise noted.

See page 2 for more information.
African Dance Sessions
Discover the art and beauty of African dance. Learn the posture, movements, and stylistic technique of traditional dances from places like Ethiopia, Mali, Guinea, and Senegal. Apply what you’ve learned in performance-focused choreography. Sign up for this class if you want to attend a single session, or register for the whole series above.

Structured Remote
Each session is 45 minutes.
Cost of each workshop is $8 + $4 = $12; NMR add $8
Session 1: Course: PFA062
CRN#: 34141  S 2/13  10-10:45 a.m.
Session 2: Course: PFA063
CRN#: 34142  S 2/20  10-10:45 a.m.
Session 3: Course: PFA064
CRN#: 34143  S 2/27  10-10:45 a.m.
Session 4: Course: PFA065
CRN#: 34144  S 3/6  10-10:45 a.m.
Session 5: Course: PFA066
CRN#: 34145  S 3/13  10-10:45 a.m.
Session 6: Course: PFA067
CRN#: 34146  S 3/20  10-10:45 a.m.
Session 7: Course: PFA068
CRN#: 34147  S 3/27  10-10:45 a.m.
Session 8: Course: PFA069
CRN#: 34148  S 4/3  10-10:45 a.m.
Session 9: Course: PFA070
CRN#: 34149  S 4/10  10-10:45 a.m.
Session 10: Course: PFA071
CRN#: 34150  S 4/17  10-10:45 a.m.

Ballet I Co-L
An introduction to fundamental exercises, techniques, and steps of classical ballet. Basic ballet terminology, correct body alignment, and simple adagio and allegro combinations are introduced in barre and center work. TWA
Course: FLM037  37.5 Hours
264 + 90.80 fee = 354.80; NMR add 580.80
Structured Remote
CRN#: 34576  30 Sessions  T R
1/26-5/13  2-3:15 p.m.
No class 3/16, 3/18

Ballet II Co-L
Further your study of classical ballet. Develop an aesthetic awareness of the art, understanding ballet theory, and perfecting technique. Review basic exercises and terminology. Expand your repertoire with techniques such as pirouettes and petite batterie. Prerequisite: Basic knowledge of ballet can be achieved through FLM037/DANC101 Ballet I. TWA
Course: FLM060  75 Hours
396 + 136.20 fee = 532.20; NMR add 871.20
Structured Remote
CRN#: 34745  21 Sessions  M W F
1/25-3/12  2-5 p.m.

Ballroom Dance: Topics
Discover ballroom dance with a different topic each semester! Move your feet to dances like swing, foxtrot, waltz, and rumba. Learn basic and simple variations, footwork, and lead and follow techniques designed to make you shine on the dance floor. At the end of each class enjoy practicing your new moves to a variety of music. TWA
Course: PFA085  7.5 Hours
55 + 40 fee = 95; NMR add 50
Structured Remote
CRN#: 34200  6 Sessions  R
2/11-3/18  7-7:45 p.m.
Topic: The Hustle
Learn the fundamentals of one of the most versatile and energetic dances from the disco days. The Hustle is a powerful social dance that can make you stand out on the dance floor, and is perfect for beginners. It shares a basis with Salsa, but lets you to float across the dance floor like the Waltz and Foxtrot. The dance is highly dynamic, flashy, and powerful. The Hustle is danced to a syncopated rhythm, creating a unique pulse perfect for pop, disco, jazz, and techno tunes. Class meetings are supplemented by a half hour of self-paced content each week.

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

Tap Dance: Introduction
Learn the basics of tap dance technique as you express your inner rhythms through your feet. Shuffle, flap, and paddle and roll in simple rhythmic combinations using both structure and improvisation. Experience percussive style tap while dancing to Motown, Beatles and Stones, Reggae, and Jazz tunes. TWA
Course: PFA078  12.5 Hours
100 + 65 fee = 165; NMR add 120
Structured Remote
CRN#: 34152  10 Sessions  F
2/12-4/23  12-1:15 p.m.
No class 3/19
Music

American Popular Music Co-L
Explore American popular music from the turn of the 20th century to the present with an emphasis on rock music. TWA
Course: FLM006 37.5 Hours
396 + 136.20 fee = 532.20; NMR add 871.20
Structured Remote
CRN#: 34039 21 Sessions M W F
1/25-3/12 10-11:50 a.m.
CRN#: 34040 21 Sessions M W F
1/25-3/12 12-1:50 p.m.
CRN#: 34041 21 Sessions M W F
3/29-5/14 12-1:50 p.m.

Class Piano I Co-L
Functional piano training for beginners. You will learn basic keyboard skills for development of the ability to improvise accompaniments, transpose, sight-read, and play by ear. Rehearse technical studies and repertoire of elementary piano pieces. TWA
Course: FLM022 50 Hours
264 + 90.80 fee = 354.80; NMR add 580.80
Structured Remote
CRN#: 34574 14 Sessions T R
1/26-3/11 1-4:35 p.m.

College Band: Wind Ensemble Co-L
Learn the preparation and performance of marching band, concert band, and symphonic band (wind ensemble) literature. Concerts are a regular part of the course. The ability to read music is required. TWA
Course: FLM056 37.5 Hours
132 + 69 fee = 201; NMR add 266.80
Structured Remote
CRN#: 34737 15 Sessions T
1/25-5/13 4:30-7 p.m.
No class 3/16

Introduction to Music Theory Co-L
Discover the basic elements of music! Learn terminology, notation, scales, intervals, triads, and traditional diatonic harmony. Apply these to reading, playing, and creating music. This course is intended for students with a limited musical background. TWA
Course: FLM011 37.5 Hours
396 + 136.20 fee = 532.20; NMR add 871.20
Rockville Campus
CRN#: 34051 28 Sessions M T W R
3/29-5/13 11 a.m.-12:25 p.m.
Class will meet as Structured Remote if campuses remain closed.
Structured Remote
CRN#: 34050 28 Sessions M T W R
1/25-3/11 11 a.m.-12:25 p.m.

Private Music Lessons
Study your instrument one-on-one with a professional musician. Open to all levels.
See our list of private lessons on page 72.

Performing Arts

Guitar: Introductory Group
Take your first steps to becoming a guitar legend! Even the greats started by muddling through simple chords on an acoustic. Learn basic strumming and picking techniques, common chord progressions, scales, notation, and tablature reading. On completion, you will have a foundation to take more advanced courses, start private lessons, or continue learning on your own. Students must provide their own guitars. TWA
Course: PFA082 14 Hours
120 + 90 fee = 210; NMR add 140
Structured Remote
CRN#: 34199 8 Sessions W
2/17-4/14 10-11:45 a.m.
No class 3/17

History of Jazz Co-L
This course surveys jazz in the United States from the turn of the century to the present. Study several major African-American figures in depth. The art of listening to jazz music is emphasized; outside listening will be required. TWA
Course: FLM010 37.5 Hours
396 + 136.20 fee = 532.20; NMR add 871.20
Structured Remote
CRN#: 34049 14 Sessions M W
1/25-3/10 2-4:45 p.m.
CRN#: 34048 14 Sessions T R
3/30-5/13 6:30-9:15 p.m.

Listening to Music Co-L
Discover the rich variety of musical genres available today. Learn how to actively listen to music such as symphony, opera, ballet, chamber music, art song, and contemporary. TWA
Course: FLM013 37.5 Hours
396 + 136.20 fee = 532.20; NMR add 871.20
Structured Remote
CRN#: 34057 45 Sessions M W F
1/25-5/14 9-9:50 a.m.
No class 3/15, 3/17, 3/19
CRN#: 34054 21 Sessions M W F
1/25-3/12 9-10:50 a.m.
CRN#: 34055 21 Sessions M W F
1/25-3/12 11 a.m.-12:50 p.m.
CRN#: 34058 14 Sessions T R
1/26-3/11 9:30 a.m.-12:15 p.m.
CRN#: 34056 30 Sessions T R
1/26-5/13 11 a.m.-12:15 p.m.
No class 3/16, 3/18
CRN#: 34052 21 Sessions M W F
3/29-5/14 9-10:50 a.m.
CRN#: 34053 14 Sessions T R
3/30-5/13 9:30 a.m.-12:15 p.m.
Performing Arts

Piano: Introductory Group
Music is a universal language sculpted by the compositions of many great minds. Learning piano introduces you to the elements of this language, such as melody, harmony, and rhythm. In this class, you will learn the basics of piano in a group setting. Using a fundamentals approach, we will play and harmonize melodies from the beginning. No previous experience needed. Textbook required: Adult Piano Adventures All-in-One Piano Course Book 1 by Nancy and Randall Faber. TWA
Course: PFA080 16 Hours
120 + 90 fee = 210; NMR add 140
Structured Remote
CRN#: 34197 7 Sessions  T 1/26-3/9 10:30 a.m.-12 p.m.
Class meetings are supplemented by 45 minutes of self-paced content each week.

Piano: Level 2 Group
Continue your exploration of piano! Improve your fluency when reading music and your hand coordination and movement. Develop a repertoire of elementary piano pieces as a basis for further development and performance. Continue your study of music theory and apply it to the piano. Prerequisite: PFA032 Intro Group Piano or rudimentary skills in reading treble and bass clefs and a basic understanding of keyboard orientation and geography. Textbook required: Adult Piano Adventures All-in-One Piano Course Book 1 by Nancy and Randall Faber. TWA
Course: PFA081 16 Hours
120 + 90 fee = 210; NMR add 140
Structured Remote
CRN#: 34198 7 Sessions  W 3/24-5/5 6:30-8:45 p.m.

Private Lessons: Guitar (45 min.)
Study guitar one-on-one with a music professional! Whether you’re just starting out or are a musician looking to hone your skills, join us for lessons crafted to your level and goals. If all sections are full, please contact communityarts@montgomerycollege.edu for availability. This private lesson is open to students of all levels. TWA
Course: PFA087 11.25 Hours
185 + 730 fee = 915; NMR add 400
Structured Remote
CRN#: 34205  15 Sessions  1/25-5/15
Guitar and Bass Guitar. Meets once a week for 45 minutes. Please contact communityarts@montgomerycollege.edu to connect with your instructor and choose a meeting time.

Private Lessons: Other Instrument (45 minutes)
Study your instrument one-on-one with a music professional! Whether you’re just starting out or are a musician looking to hone your skills, join us for lessons crafted to your level and goals. See section notes for instrument offered. If all sections are full, please contact communityarts@montgomerycollege.edu for availability. This private lesson is open to students of all levels. TWA
Course: PFA088 11.25 Hours
185 + 730 fee = 915; NMR add 400
Structured Remote
CRN#: 34206 15 Sessions  1/25-5/15
Saxophone, clarinet, oboe. Meets once a week for 45 minutes. Please contact communityarts@montgomerycollege.edu to connect with your instructor and choose a meeting time.

Songwriting
Discover the art of songwriting, and compose your own original songs! Songwriting is a continual process of discovery, watching your ideas unfold as you build a song. Examine the basic elements of songs, playing with a wide range of techniques. Study the qualities of successful songs and songwriters. Experiment, edit, and share your creations in a safe and nurturing environment, building a supportive community of songwriters. Bring a notebook and/or staff paper to the first class. Bring an instrument if you play one. No musical background necessary! Required textbook: Essential Songwriting: Everything You Need to Compose, Perform, and Sell Great Songs, by C.J. TWAtson. TWA
Course: PFA077 16 Hours
120 + 90 fee = 210; NMR add 140
Structured Remote
CRN#: 34151 8 Sessions  T 3/23-5/11 10:30 a.m.-11:30 a.m.
Class meetings are supplemented by an hour of self-paced content each week.

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

NEW Art + Design and Performing Arts offerings:
Marketing for Artists and Makers...pg. 10
Writing a Web Series...pg. 73
World Ensemble Co-L
Join a mixed ensemble of voices and instruments from around the world, including percussion, strings, bass, drums, piano, guitars, and flutes. Explore indigenous, traditional, and contemporary music from around the world, reflecting our college community that represents over 171 nationalities. Open to all levels; no experience necessary. TWA
Course: FLM055 37.5 Hours
132 + 69 fee = 201; NMR add 266.80
Structured Remote
CRN#: 34870 15 Sessions M
1/25-5/10 4-6:30 p.m.
No class 3/15

World Music Co-L
Enjoy a survey of cross-cultural popular music and the traditional music that influenced it. Topics include social and cultural roles of music and factors influencing its development and dissemination. Participate in music-making, listen to live and recorded music, and engage in stimulating reading, writing, and discussions. TWA
Course: FLM005 37.5 Hours
396 + 136.20 fee = 532.20; NMR add 871.20
Structured Remote
CRN#: 34036 21 Sessions M W F
3/29-5/14 10-11:50 a.m.

Theater Arts

Stand-up Comedy: Introduction
Ever wanted to give stand-up comedy a try? Learn to use your own life experiences and unique sense of humor to create an original 3-minute comedy routine to perform in front of a live audience. The course will cover joke- and comedy-writing basics, stage techniques, and comedic persona—all in a fun, interactive, and supportive atmosphere. Bring something to write on and record with (like a smartphone) to the first class. TWA
Course: PFA083 12.5 Hours
100 + 65 fee = 165; NMR add 120
Structured Remote
CRN#: 34827 5 Sessions R
3/25-4/22 1-3:30 p.m.

Theatre: Introduction Co-L
Learn to engage with the theater arts on a deeper level. Investigate the work of the actors, directors, writers, and technicians who create the theatre arts. Learn to analyze script structures and form through historical and modern perspectives. TWA
Course: FLM057 37.5 Hours
396 + 136.20 fee = 532.20; NMR add 871.20
Structured Remote
CRN#: 34738 30 Sessions M W
1/25-3/10 2-4:45 p.m.
No class 3/15, 3/17
CRN#: 34740 14 Sessions M W
3/29-5/12 1-3:45 p.m.
CRN#: 34741 45 Sessions M W F
1/25-5/14 8:30-9:20 a.m.
No class 3/15, 3/17, 3/19
CRN#: 34742 14 Sessions T R
1/26-3/11 9:30 a.m.-12:15 p.m.
CRN#: 34743 14 Sessions M W
1/25-3/10 6:30-9:15 p.m.
CRN#: 34744 30 Sessions T R
1/26-5/13 9:30-10:45 a.m.
No class 3/16, 3/18

Voice-Over Workshop
Discover how to use your speaking voice for commercials, films, videos, and more. In this introductory class, learn about a unique, outside the box way to break into this creative, fulfilling, and potentially lucrative industry. Voice-overs can be managed on your own terms, on your own turf, in your own time, and with minimal overhead! Whether you choose to pursue voice-overs part-time or full-time, this could be the game changer you’ve been looking for.
Course: PFA075 2 Hours
22 + 18 fee = 40; NMR add 30
Structured Remote
CRN#: 34826 1 Session W
3/3 6:30-8:30 p.m.

Writing a Web Series
Create clever, engaging, character driven short content pieces for posting online (Instagram live/TV, Twitter, FB, YouTube, Tik Tok etc.). Since television and film are not in production and there is little to no new content, people are turning to short content in the virtual space. Why not put your work out there to be seen? Produce a final script and storyboard that is easy to shoot on your phone or camcorder without any special equipment. Rehearse with fellow classmates to prepare your material for its Internet debut, and get direction, suggestions and invaluable feedback from a comedy pro! Open to students of all levels. TWA
Course: PFA092 12.5 Hours
100 + 65 fee = 165; NMR add 120
Structured Remote
CRN#: 34830 5 Sessions M
2/8-3/8 7-9:30 p.m.

Increase Your Global Art Awareness
Discover the arts from regions around the world, and learn to create in traditional styles!

Increase Your Global Art Awareness

African Dance.................................page 69
Chinese Brush Painting......................page 14
Woodcut: Global Printmaking..............page 15
World Ensemble ............................page 73
World Music .................................page 73
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 50
Structured Remote
CRN#: 34405 1 Session  W
3/31 6:30-9:30 p.m.

Maximizing Social Security Benefits

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

Course: PRF159 3 Hours
20 + 20 fee = 40; NMR add 30
Structured Remote
CRN#: 34406 1 Session  T
4/6 6:30-9:30 p.m.

Making Smart Investment Decisions [NEW]

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

Course: PRF173 2.5 Hours
15 + 20 fee = 35; NMR add 30
Structured Remote
CRN#: 34412 1 Session  M
2/8 6:30-9 p.m.
CRN#: 34413 1 Session  W
4/14 6:30-9 p.m.

Structured Remote (SR) vs Distance Learning (DL)

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

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

Hybrid (In person & DL or SR)

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

See page 2 for more information.
Mutual Funds

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

Course: PRF175 2 Hours
15 + 25 fee = 40; NMR add 30
Structured Remote
CRN#: 34414 1 Session M 3/8 6:30-8:30 p.m.

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

Course: PRF150 4 Hours
55 + 66 fee = 121; NMR add 120
Structured Remote
CRN#: 34404 2 Sessions W 3/3-3/10 6:30-8:30 p.m.

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

Course: PRF174 6 Hours
36 + 69 fee = 105; NMR add 120
Structured Remote
CRN#: 35047 2 Sessions W 3/3-3/10 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
Structured Remote
CRN#: 34397 2 Sessions R 1/7-1/14 6:30 p.m.-9:30 p.m.
CRN#: 34398 2 Sessions T 1/12-1/19 6:30 p.m.-9:30 p.m.
CRN#: 34393 2 Sessions T 2/16-2/23 6:30 p.m.-9:30 p.m.
CRN#: 34394 2 Sessions R 2/25-3/4 6:30 p.m.-9:30 p.m.
CRN#: 34387 2 Sessions T 3/2-3/9 6:30 p.m.-9:30 p.m.
CRN#: 34388 2 Sessions W 3/3-3/10 6:30 p.m.-9:30 p.m.
CRN#: 34399 2 Sessions R 3/4-3/11 6:30-9:30 p.m.
CRN#: 34400 2 Sessions T 3/9-3/16 6:30-9:30 p.m.
CRN#: 34389 2 Sessions W 3/24-3/31 6:30 p.m.-9:30 p.m.
CRN#: 34390 2 Sessions R 3/25-4/1 6:30 p.m.-9:30 p.m.

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

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

Course: PRF138  5 Hours
50 + 65 fee = 115; NMR add 120
Structured Remote
CRN#: 34401  2 Sessions  M
3/22-3/29  6:30-9 p.m.

Stocks: An In-Depth Look
This course will provide students with tools to understand and evaluate stocks and review multiple strategies for using stocks in a personal portfolio. Topics include: understanding U.S. and global economic cycles, how to evaluate a company's financial health, and how to use stocks for personal finances. Instructor cannot make stock recommendations. TWA

Course: PRF147  8 Hours
50 + 75 fee = 125; NMR add 120
Structured Remote
CRN#: 34403  4 Sessions  T
3/2-3/30  6:30-8:30 p.m.
No class 3/16

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

Course: PRF160  6 Hours
60 + 75 fee = 135; NMR add 120
Structured Remote
CRN#: 34408  2 Sessions  R
2/11-2/18  6:30-9:30 p.m.
CRN#: 34407  2 Sessions  W
4/14-4/21  6:30-9:30 p.m.

Looking for Career and Employment for 50+ classes?
See page 53 for:
How Montgomery College Can Help You with Employment and Job Training
Course LLI276
CRN#: 34614  1/13
Wednesday  6:30-8:30 p.m.
CRN#: 34615  3/9
Tuesday  6:30-8:30 p.m.

How to Be Organized and Efficient at Work and Home
Course LLI032
CRN#: 34603  2/15-3/1
Mondays  6:30-8:30 p.m.
Real Estate

Continuing Education

ABCs of Selling a House
In this practical guide to selling a house under any market condition, we will cover contract clauses, how to prepare for a smooth closing, minor improvements, and advantages/disadvantages of listing a home with a real estate professional. Approved: 3 hours. TWA
Course: REC127 3 Hours
25 + 25 fee = 50; NMR add 50
Structured Remote
CRN#: 34089 1 Session W 2/17 9 a.m.-12 p.m.

Brokerage Relationships and Disclosures
This Continuing Education course is for existing Maryland real estate professionals and fulfills the requirement set by MREC to maintain a Maryland Real Estate License. Topics include: moving from agency to brokerage, properly completing brokerage agreements, review licensee duties, analyze client/customer scenarios, identifying and dealing with dual agency, and provide information on updated brokerage relationship disclosure. TWA
Course: REC203 3 Hours
25 + 25 fee = 50; NMR add 50
Structured Remote
CRN#: 34095 1 Session W 2/17 1-4 p.m.

Buying / Selling Foreclosure Properties
Gain a better understanding of the foreclosure process, property condition, and risks associated with buying a foreclosure sale. Approved: 3 hours. TWA
Course: REC034 3 Hours
25 + 25 fee = 50; NMR add 50
Structured Remote
CRN#: 34087 1 Session R 2/18 4-7 p.m.

Contracts and Offer to Purchase
Students will be re-introduced to the basic elements of a Real Estate sales contract. Topics covered will include: how to help a client satisfy disclosure obligations, protect interests with contingencies, and how a contract is terminated. Approved: 3 hours. TWA
Course: REC195 3 Hours
25 + 25 fee = 50; NMR add 50
Structured Remote
CRN#: 34094 1 Session S 2/20 1-4 p.m.

Ethics: Predatory Lending / Flipping
This course covers the Maryland Real Estate Commissions’ Code of Ethics, including the practice of flipping, predatory lending, and how it affects the licensees business relationships. Approved: 3 hours. TWA
Course: REC012 3 Hours
25 + 25 fee = 50; NMR add 50
Structured Remote
CRN#: 34086 1 Session R 2/18 9 a.m.-12 p.m.

Evaluating / Financing the Fixer-Upper
Can you estimate the fair market value of property after the completion of renovations/repairs? Do you know the difference between homeowner strategies and renovator strategies? Can you determine the discount needed for a quick sale price? These topics and more, will be covered in this course. Approved: 3 hours. TWA
Course: REC035 3 Hours
25 + 25 fee = 50; NMR add 50
Structured Remote
CRN#: 34088 1 Session F 2/19 4-7 p.m.

Fair Housing
Satisfy the requirement for 1.5 hours of continuing education for Fair Housing. This course covers the history of fair housing and current laws. Approved: 1.5 hours. TWA
Course: REC173 1.5 Hours
15 + 15 fee = 30; NMR add 30
Structured Remote
CRN#: 34091 1 Session F 2/19 9 a.m.-10:30 a.m.

Real Estate Basic Principles Retest
You will engage in a retake of the Maryland law and/or General knowledge exam in order to be approved to take the PSI Real Estate Professional Licensure Certification exam. Testing period for the Maryland exam is one hour; two hours for the General knowledge exam. Exams are graded within one week, if successfully passed, records are submitted to PSI.
Course: REB142 3 Hours
15 + 15 fee = 30; NMR add 30
Rockville Campus
CRN#: 34778 1 Session W 1/13 6-9 p.m.
CRN#: 34779 1 Session W 2/10 6-9 p.m.
CRN#: 34780 1 Session W 3/17 6-9 p.m.
CRN#: 34781 1 Session W 4/14 6-9 p.m.

Rentals, Renters, and Landlords
A comprehensive overview of how to deal with rentals, renters, and landlords. Learn how to qualify applicants and the procedures required by the State of Maryland. Approved: 3 hours. TWA
Course: REC189 3 Hours
25 + 25 fee = 50; NMR add 50
Structured Remote
CRN#: 34093 1 Session R 2/18 1-4 p.m.

Understanding and Using Short Sales
What exactly is a short sale and how/when should it be used? What is the homeowners financial responsibility, if any, and what is the effect of a short sale on the homeowners credit? Do you know what the debtor and lender rights are when loan default occurs? These questions, as well as how to prepare and process a short sale offer, will be covered. Approved: 3 hours. TWA
Course: REC182 3 Hours
25 + 25 fee = 50; NMR add 50
Structured Remote
CRN#: 34092 1 Session S 2/20 9 a.m.-12 p.m.
Basic Appraisal Principles
This State approved course is designed for appraisal trainee licensure in Maryland. Topics include transfer of ownership rights, market value, market analysis, and ethics. A textbook is required in the first class, all course minutes must be attended and the course exam passed to receive certification. TWA
Course: REC175 30 Hours
179 + 109 fee = 288; NMR add 140
Hybrid (Germantown Campus & SR)
CRN#: 34833 4 Sessions S U 1/9-1/17 8 a.m.-4 p.m.
Last class on 1/17 will meet on the Germantown Campus from 8 a.m.-4 p.m.

Basic Appraisal Procedures
In this second prelicensing course for appraisal trainees, students will cover topics such as: land site valuation, cost approach, market data and the appraisal process. Prerequisite: Basic Appraisal Principles. Textbook required at first class, all minutes of the course must be attended and course exam must be passed to receive certification. TWA
Course: REC176 30 Hours
179 + 109 fee = 288; NMR add 140
Hybrid (Germantown Campus & SR)
CRN#: 34834 4 Sessions S U 2/6-2/21 8 a.m.-4 p.m.
Last class on 2/21 will meet on the Germantown Campus from 8 a.m.-4 p.m.

Basic Real Estate Principles and Practices for Salespersons
Learn the necessary information on how to become a real estate Salesperson in Maryland; general knowledge topics and Maryland law will be covered. Exams administered on last day of class and students must pass EACH exam with a minimum of 70%; The 60 hours of the course must be attended and exams must be passed within 90 days. TEXT BOOKS REQUIRED ON THE FIRST DAY OF CLASS: Modern Real Estate Practice 20th Edition, Maryland Real Estate Practice and Law 15th Edition, and Study Guide. TWA
Course: REB010 60 Hours
230 + 149 fee = 379; NMR add 160
Hybrid (Rockville Campus & SR)
CRN#: 34085 15 Sessions M W 1/4-3/3 5:30-9:30 p.m. (SR)
Last class on 3/3 meets 6-9 p.m. on the Rockville Campus.
No class 1/18

Real Estate Legislative Update
This course will cover legislative issues that have been introduced and passed in recent years. It complies with the Maryland Real Estate Commission requirement for three hours of legislative update. Approved: 3 hours. TWA
Course: REC149 3 Hours
25 + 25 fee = 50; NMR add 50
Structured Remote
CRN#: 34090 1 Session F 2/19 12-3 p.m.

Real Estate: Appraisal Standards and Ethics
This final prelicensing course covers topics such as: licensing and certification requirements, exam contents, federal and state laws and agencies, among others. Textbook: Uniform Standards of Professional Appraisal Practices (USPAP) and 15-hour Student Manual for USPAP are required at first class and available ONLY at the Appraisal Foundation, 800-348-2831 or www.appraisalfoundation.org. All minutes of the course must be attended and course exam must be passed to receive certification. Prerequisites: Basic Appraisal Principles and Basic Appraisal Procedures. TWA
Course: REC069 15 Hours
119 + 99 fee = 218; NMR add 140

Germantown Campus
CRN#: 34832 2 Sessions S U 3/13-3/14 8 a.m.-4 p.m.

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
Structured Remote
CRN#: 34732 3 Sessions T R S 2/16-2/20 6-9 p.m.
Last class on 2/20 meets 9 a.m.-12 p.m.
CRN#: 34733 3 Sessions M W F 3/22-3/26 6-9 p.m.
CRN#: 34734 3 Sessions M W F 4/26-4/30 6-9 p.m.

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 = 2,200; NMR add 1,050
Flexible schedule
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 = 1,100; NMR add 650  
**Flexible schedule**

**CDL-DIL Refresher Course**

This course is designed to provide additional practice and reinforcement of skills as needed. It is also to be used for Gaithersburg MVA transport for testing.

**Course:** CDL014  
**3 Hours**  
$185 + $70 = $225; NMR add $140  
**Flexible schedule**

**Motorcycle Safety**

**Basic Rider Course 2-License Waiver (BRC2-LW)**

This course is NOT for beginners! This eleven-hour course is for individuals that have current street riding experience and are seeking a class M license. This course includes three hours of formal classroom and five hours of riding exercises. It also includes three hours of independent study done at home via an online E-course prior to class. Participants are encouraged to use their own motorcycle by transporting them legally to the range. Upon successful completion of both a knowledge and riding skills test, you will receive a certificate and course completion card recognized by the Maryland Motor Vehicle Administration. 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. E-course must be completed before first class session; must bring printed certificate to first class. TWA

**Course:** SFT077  
**11 Hours**  
119 + 100 fee = 219; NMR add 140

**Hybrid (Gaithersburg Driving Range/DL)**

**CRN#: 34573**  
**2 Sessions**  
**S**  
4/8-4/10  
Online 24/7

Class on 4/10 meets at the driving range from 7:45 a.m.-3:45 p.m.

**Beginners Motorcycle Safety**

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

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

**14 Firstfield Rd Driving Range**

**CRN#: 34571**  
**1 Session**  
**U**  
3/28  
3-5 p.m.

**CRN#: 34572**  
**1 Session**  
**U**  
4/18  
3-5 p.m.

**Motorcycle Retest**

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

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

**Drive Range:**

**CRN#: 34570**  
**3 Sessions**  
**S U**  
3/17-3/19  
Online 24/7 (3/17-3/19)

**CRN#: 34761**  
**3 Sessions**  
**S U**  
5/25-5/28  
Online 24/7 (5/25-5/27)

**CRN#: 34762**  
**3 Sessions**  
**S U**  
4/1-4/4  
Online 24/7 (4/1-4/3)

**CRN#: 34766**  
**3 Sessions**  
**S U**  
4/22-4/25  
Online 24/7 (4/22-4/24)

**CRN#: 34764**  
**3 Sessions**  
**S U**  
4/15-4/18  
Online 24/7 (4/15-4/16)

**CRN#: 34765**  
**3 Sessions**  
**S U**  
4/20-4/24  
Online 24/7 (4/20-4/24)

**CRN#: 34768**  
**3 Sessions**  
**W R**  
4/27-4/29  
Online 24/7 (4/27-4/28)

**CRN#: 34769**  
**3 Sessions**  
**W R**  
4/28-4/29  
Online 24/7 (4/28-4/29)

**Driver Safety**

Prepare for the Maryland State Driver License Exam with MVA licensed and certified instructors.

- **Learner Permit Prep**
- **Driver Education**
- **Driver Education with Additional Support**
- **Additional driving lessons available**

See our website for up-to-date information and course schedules.  
[www.montgomerycollege.edu/wdce](http://www.montgomerycollege.edu/wdce)
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<tr>
<th>Course Title</th>
<th>Description</th>
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<tr>
<td><strong>ACT Prep</strong></td>
<td>This course is designed for anyone preparing to take the ACT. It is intended to strengthen test-taking skills in order to increase scores. Focus is on familiarization with ACT-type questions, developing test-taking strategies, managing test panic, increasing confidence and speed. A review of test content includes algebra, geometry, trigonometry, science, reading comprehension, grammar, and essay writing. Daily practice with ACT test sections. Textbook required at first class; details available at the campus bookstore.</td>
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**Course:** SAT004  
30 Hours  
255 + 130 fee = 385; NMR add 160  
**Structured Remote**  
CRN#: 34100  
8 Sessions  
S U  
1/9-1/31  
9 a.m.-1 p.m.  
CRN#: 34101  
8 Sessions  
S U  
3/6-3/28  
9 a.m.-1 p.m.  

**CLEP: An Inexpensive Way to Translate Knowledge into College Credit**  
CLEP is a way to receive credit for what you already know by earning qualifying scores on any of the 33 exams that are offered.  
Due to COVID-19, CLEP testing at our GBTC testing site is currently suspended. We look forward to serving you soon. Please visit www.collegeboard.org/clep to find open testing centers. Scores can still be sent to Montgomery College to appear on your transcript. Email us at: clep@montgomerycollege.edu with questions.  

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| **GRE Preparation** | This course is designed as an overview and review for people preparing to take the Graduate Record Exam (GRE). Instruction will be given in how to answer each type of question and will include one or more practice diagnostic tests. You will have an opportunity to ask questions on specific problems. Textbook required and available for purchase at the Rockville campus bookstore. TWA  
**Course:** TPR021  
30 Hours  
255 + 130 fee = 385; NMR add 160  
**Structured Remote**  
CRN#: 34211  
10 Sessions  
T R  
3/2-4/8  
6:15-9:15 p.m.  
No class 3/16, 3/18  

**GRE/GMAT Test Preparation Math Fundamentals**  
This math preparatory course is designed to augment a basic GRE or GMAT Test Preparation course. Topics include a review of arithmetic, algebra, and geometry skills so that participants will be able to participate in a GRE or GMAT Preparation courses with a sufficient knowledge base in math. Textbook required and available for purchase at the Rockville campus bookstore. TWA  
**Course:** TPR029  
9 Hours  
126 + 59 fee = 185; NMR add 120  
**Structured Remote**  
CRN#: 34212  
3 Sessions  
U  
2/7-2/21  
9 a.m.-12 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  
**Structured Remote**  
CRN#: 34224  
4 Sessions  
S  
1/9-1/30  
9 a.m.-12 p.m.  
CRN#: 34226  
8 Sessions  
M W  
3/1-3/31  
6:30-8:30 p.m.  
No class 3/15, 3/17
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#: 34301 12 Sessions  W
2/17-5/12 6-10 p.m.
No class 3/17

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#: 34322 12 Sessions  R
2/18-5/13 6-10:05 p.m.
No class 3/18

Welding Fundamentals
This course introduces you to the basic processes used in the welding field and emphasizes welding safety. Learn the various types of welding equipment, identification and selection of filler materials, types of welds, and the different welding positions. Instructor will provide textbook information for students to order themselves on the first meeting. TWA

Course: TTG571 56 Hours
571 + 156 fee = 727; NMR add 350

Rockville Campus
CRN#: 34334 14 Sessions  S
2/6-5/15 8 a.m.-12 p.m.
No class 3/20

Welding I: Introduction to Welding
Introduces the basic processes in the welding field. Emphasizes welding safety. Introduces the various types of welding equipment, identification and selection of filler material, types of welds, and the different welding positions. This course is also part of a series that will help prepare for D1.1 Certification. Prerequisite or Co-requisite: Completion of TTG582 (Welding Symbols and Blueprint Reading) or completing both courses simultaneously. TWA

Course: TTG583 90 Hours
617 + 370 fee = 987; NMR add 400

Rockville Campus
CRN#: 34343 24 Sessions  W R
3/3-5/27 5:30-9:15 p.m.
No class 3/17, 3/18

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. TWA

Course: TTG572 46 Hours
470 + 127 fee = 597; NMR add 250

Rockville Campus
CRN#: 34335 12 Sessions  S
2/20-5/15 1-5 p.m.
No class 3/20

Workforce Technologies Special Note:
Some classes will be held on campus with safety measures in place. Classes that are listed as Structured Remote may continue meeting through videoconference, if conditions do not allow to improve more in-person classes during the second half of the spring semester. If you are required to come on campus, please follow the safety guidelines and procedures found on our website: www.montgomerycollege.edu/coronavirus/return-to-campus-health-safety.html.
### Workforce Technologies

**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. TWA

**Course:** TTG573       **64 Hours**  
470 + 286 fee = 756; NMR add 350

**Rockville Campus**  
CRN#: 34336  12 Sessions M  
2/15-5/10       5:30-9:20 p.m.  
No class 3/15

**Welding Symbols and Blueprint Reading**
Introduces various types of prints used in the welding industry. Topics include print reading, measurements, metallurgy, types of welds and joints, and welding symbols. TWA

**Course:** TTG582       **30 Hours**  
250 + 150 fee = 400; NMR add 225

**Structured Remote**  
CRN#: 34342  8 Sessions W R  
2/3-2/25       5:30-9:15 p.m.

### Maker Space / Fab Lab

#### 3-Dimensional Modeling (3D Modeling)
Do you have a product idea you want to create, or even send to a 3D printer? Do you love concept design, character art, or just visualizing your ideas in 3D space? In this 3D modeling course we are going to take a look at how you can do all of that by learning the basics of 3D modeling. Course includes development and editing of solid entities, importing and exporting models, and use of solid models in manufacturing situations. TWA

**Course:** TTG565       **60 Hours**  
306 + 357 fee = 663; NMR add 300

**Rockville Campus**  
CRN#: 34333  15 Sessions M  
2/1-5/17       6-10 p.m.  
No class 3/15

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

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

**Rockville Campus**  
CRN#: 34329  2 Sessions M  
3/1-3/8       2:30-5 p.m.  
CRN#: 34330  2 Sessions S  
4/17-4/24     10 a.m.-12:30 p.m.

#### Maker Space / Fab Lab CNC Router Applications
Are you interested in creating superior metal work, photo etching, metal laser cutting? Well, this course is designed for you because in this class, you will learn how to etch metals, plastics and other materials. Topics in this class will include machine setup, and operation, and safety procedures **Prerequisite:** successful completion of the Maker Space / Fab Lab Applications course. TWA

**Course:** TTG562       **6 Hours**  
53 + 48 fee = 101; NMR add 120

**Rockville Campus**  
CRN#: 34328  2 Sessions S  
3/6-3/13     10 a.m.-1 p.m.  
CRN#: 34327  2 Sessions M  
3/29-4/5     2-5 p.m.

#### Maker Space / Fab Lab Laser Cutter Applications
Have you ever seen a spectacular woodwork design and pondered upon how it came to existence? Look no further—in this class, you will learn how to make precise repeatable cuts on flat or low elevation wood or plastic projects. Topics in this class will include machine setup, and operation, and safety procedures. **Prerequisite:** successful completion of the Maker Space / Fab Lab Applications course. TWA

**Course:** TTG564       **5 Hours**  
45 + 40 fee = 85; NMR add 50

**Rockville Campus**  
CRN#: 34332  2 Sessions S  
3/27-4/3     10 a.m.-12:30 p.m.  
CRN#: 34331  2 Sessions M  
4/19-4/26     2:30-5 p.m.

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**Workforce Technologies Special Note:** Some classes will be held on campus with safety measures in place. Classes that are listed as Structured Remote may continue meeting through videoconference, if conditions do not improve to allow more in-person classes during the second half of the spring semester.

If you are required to come on campus, please follow the safety guidelines and procedures found on our website: [https://www.montgomerycollege.edu/coronavirus/return-to-campus-health-safety.html](https://www.montgomerycollege.edu/coronavirus/return-to-campus-health-safety.html).
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. You may purchase your book through the Rockville Campus Bookstore. Go to www.bkstr.com/montgomerycollegestore/home for more details about purchasing, buybacks, returns, contact information, etc.

World Language Students: Not sure of your level?
Ask yourself: If I am in a situation where I must speak the language, how well am I able to understand and be understood? Then read through the course descriptions and register for the level that seems most appropriate. When you go to the first class you may confer with the instructor and then transfer to a more appropriate level if necessary. If you need more assistance, contact Laura Weihrauch at laura.weihrauch@montgomerycollege.edu or 240-567-1862.

Just Enough ASL
This is a beginning ASL course for students who are looking for a basic overview. You will learn, review and practice basic ASL grammar, fingerspelling, numbers, and basic sign vocabulary on a variety of topics. Aspects of Deaf culture will also be discussed. TWA
Course: LAN175  22 Hours
154 + 135 fee = 289; NMR 140
Structured Remote
CRN#: 34486  12 Sessions  R
2/18-4/13  2-4 p.m.
No class 3/18

Chinese

Chinese Conversation and Grammar Review #2 NEW
Develop increased fluency, practice conversation, review grammar, and increase your vocabulary through extended discussions based on readings and conversational topics. Readings to improve comprehension and develop vocabulary include simplified versions of novels and articles on various topics. Learn to communicate proficiently and comfortably, especially for travel. TWA
Course: LAN254  22 Hours
190 + 130 fee = 320; NMR add 160
Structured Remote
CRN#: 34492  12 Sessions  W
2/17-5/12  7-9 p.m.
No class 3/17

French

French I–Part 1
This course is designed as an introduction to spoken French for those with no previous experience in the language. You will learn introductory-level vocabulary and grammar, enabling you to engage in simple, practical everyday communications. Topics include greetings, polite expressions, and exchanging personal information. You will learn to manage exchanges in the present tense. Textbook is required. Details available at Rockville Campus bookstore. TWA
Course: LAN041  22 Hours
133 + 128 fee = 261; NMR add 140
Structured Remote
CRN#: 34464  12 Sessions  F
2/19-5/14  1-3 p.m.
No class 3/19

French I–Part 2
This is a continuation of French I-Part 1 or for those with some basic experience. Grammar topics include present tense of regular and irregular verbs, definite and indefinite articles, and gender and number. You will expand your vocabulary as you practice communicating basic needs and responding to questions on everyday topics. Textbook is required. Details available at Rockville Campus bookstore. TWA
Course: LAN042  22 Hours
133 + 128 fee = 261; NMR add 140
Structured Remote
CRN#: 34466  12 Sessions  F
2/19-5/14  1-3 p.m.
No class 3/19
World Languages

French II—Part 1
Completion of French I or some basic foundation in French is helpful to succeed at this level. You will be speaking and responding to questions more easily in everyday situations about routines, travel, and planning as you learn descriptive adjectives and the 'near future' tense. French and Francophone cultural topics are also discussed. Textbook is required. Details available at Rockville Campus bookstore. TWA

Course: LAN043
22 Hours
133 + 128 fee = 261; NMR add 140

Structured Remote
CRN#: 34467 12 Sessions  R
2/18-5/13  10 a.m.-12 p.m.
No class 3/18

French II—Part 2
This is a continuation of French II-Part 1 and is for nonnative speakers with some basic foundation in French. You will continue to improve your ability to communicate and feel at ease in everyday situations. French and Francophone cultural topics are also discussed. Textbook is required. Details available at Rockville Campus bookstore. TWA

Course: LAN044
22 Hours
133 + 128 fee = 261; NMR add 140

Structured Remote
CRN#: 34470 12 Sessions  W
2/17-5/12  7-9 p.m.
No class 3/17

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 'connaitre.' Textbook is required. Details available at Rockville Campus bookstore. TWA

Course: LAN046
22 Hours
133 + 128 fee = 261; NMR add 140

Structured Remote
CRN#: 34471 12 Sessions  W
2/17-5/12  7-9 p.m.
No class 3/17

French Conversation and
Grammar Review #1
This course is designed to develop your fluency. You will practice conversation and increase your vocabulary. Grammar is reviewed. Read simplified versions of well-known authors works and participate in short discussions on selected topics. You will be able to use past, imperfect and future tenses and conditionals in oral communication. TWA

Course: LAN101
22 Hours
190 + 130 fee = 320; NMR add 160

Structured Remote
CRN#: 34477 12 Sessions  M
2/15-5/10  7-9 p.m.
No class 3/15

French—Advanced
This course is designed for nonnative French speakers with an excellent command of the spoken language. It is conducted exclusively in French. Emphasis is on participation in extended discussion of topics of choice. Student oral presentations are followed by class dialogue. Grammar is reviewed as necessary. TWA

Course: LAN105
22 Hours
190 + 135 fee = 325; NMR add 160

Structured Remote
CRN#: 34479 12 Sessions  M
2/15-5/10  2-4 p.m.
No class 3/15
CRN#: 34480 12 Sessions  T
2/16-5/11  12:30-2:30 p.m.
No class 3/16
CRN#: 34902 12 Sessions  W
2/17-5/12  12:30-2:30 p.m.
No class 3/17
CRN#: 34481 12 Sessions  W
2/17-5/12  2-4 p.m.
No class 3/17
CRN#: 34482 12 Sessions  W
2/17-5/12  7-9 p.m.
No class 3/17

Did you know that WDCE often adds additional course offerings throughout the semester?
Visited our website often for up-to-date course offerings and information.
Hebrew—Advanced  NEW
This course is designed for nonnative Hebrew speakers with an excellent command of the spoken language. It is conducted exclusively in Hebrew. Emphasis is on participation in extended discussion of topics of choice. Grammar is reviewed as necessary. Topics of discussion and reading selections are chosen in class and may include current media topics, culture, and literature. TWA
Course: LAN253  22 Hours
190 + 135 fee = 325; NMR add 160
Structured Remote
CRN#: 34491  12 Sessions  T
2/16-5/11  7-9 p.m.
No class 3/16

Italian

Italian I—Part 2
This is a continuation of Italian I—Part 1, or for those who have completed Just Enough Italian, or with some basic experience with Italian. The continued emphasis on conversation will be supported with structure and grammar instruction, covering past tense, reflexive verbs, and the imperative. Learn about diverse aspects of contemporary Italian culture. TWA
Course: LAN073  22 Hours
133 + 128 fee = 261; NMR add 140
Structured Remote
CRN#: 34473  12 Sessions  R
2/15-5/10  7-9 p.m.
No class 3/16

Italian II—Part 1
This course is designed for nonnative speakers with an excellent command of the spoken language. It is conducted exclusively in Hebrew. Emphasis is on participation in extended discussion of topics of choice. Grammar is reviewed as necessary. Topics of discussion and reading selections are chosen in class and may include current media topics, culture, and literature. TWA
Course: LAN074  22 Hours
133 + 128 fee = 261; NMR add 140
Structured Remote
CRN#: 34474  12 Sessions  T
2/16-5/11  7-9 p.m.
No class 3/16

Italian—Advanced: Language and Culture
This course, conducted exclusively in Italian, is designed to increase the fluency of nonnative speakers. You will receive conversation practice through readings and discussion on current media and Italian cultural topics. Grammar is reviewed as needed. Writing practice and composition with proper grammar will be emphasized. TWA
Course: LAN078  22 Hours
190 + 135 fee = 325; NMR add 160
Structured Remote
CRN#: 34475  12 Sessions  T
2/16-5/11  2-4 p.m.
No class 3/16

Portuguese

Advanced Portuguese
This course, conducted almost exclusively in Portuguese, provides students with an excellent command of Brazilian Portuguese. You will increase your fluency through informal readings and discussions from Portuguese and Lusophone literature and culture. TWA
Course: LAN168  22 Hours
190 + 135 fee = 325; NMR add 160
Structured Remote
CRN#: 34484  12 Sessions  M
2/15-5/10  7-9 p.m.
No class 3/15

Spanish

Spanish I—Part 1
This course is an introduction to spoken Spanish. You will learn introductory-level vocabulary and grammar so that you can begin to engage in practical everyday communications. Topics include greetings, polite expressions, asking and answering questions, and exchanging personal information. The present tense of regular verbs is introduced. Details are required. Textbook is required. Details available at Rockville campus bookstore. TWA
Course: LAN009  22 Hours
133 + 128 fee = 261; NMR add 140
Structured Remote
CRN#: 34418  12 Sessions  M
2/15/10  7-9 p.m.
No class 3/15
CRN#: 34419  12 Sessions  W
2/17/12  2-4 p.m.
No class 3/17
CRN#: 34420  12 Sessions  S
2/20/15  12-2 p.m.
No class 3/20

Spanish I—Part 2
This is a continuation of Spanish I-Part 1 or appropriate for those with some basic experience. Grammar topics include present tense of regular verbs (ser and estar), definite and indefinite articles, and gender and number. You will expand your vocabulary as you practice communicating basic needs and responding to questions on everyday topics. Textbook is required. Details available at Rockville Campus bookstore. TWA
Course: LAN010  22 Hours
133 + 128 fee = 261; NMR add 140
Structured Remote
CRN#: 34424  12 Sessions  M
2/15/10  7-9 p.m.
No class 3/15
CRN#: 34422  12 Sessions  W
2/17/12  2-4 p.m.
No class 3/16
CRN#: 34426  12 Sessions  R
2/18/13  7-9 p.m.
No class 3/18

Coronavirus and Course Locations:
What You Need to Know
Some classes in this schedule may reflect on campus locations; however, until the end of spring break in March 2021, most classes will be online through Distance Learning or Structured Remote teaching. Classes that are listed as only Structured Remote or Distance Learning will remain that way unless otherwise noted.
See page 2 for more information.
World Languages

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.

Course: LAN011 22 Hours
133 + 128 fee = 261; NMR add 140
Structured Remote
CRN#: 34430 12 Sessions M 2/15-5/10 2-4 p.m.
No class 3/15
CRN#: 34428 12 Sessions M 2/15-5/10 7-9 p.m.
No class 3/15
CRN#: 34429 12 Sessions S 2/20-5/15 10 a.m.-12 p.m
No class 3/20

Spanish II—Part 2
This is a continuation of Spanish II-Part 1. You will improve your fluency as you practice articulating needs about topics such as sports, leisure, and managing money exchanges. Grammar study includes use of tener, and the preterite of regular and irregular verbs. Hispanic and Spanish cultural topics are discussed. Textbook is required. Details available at Rockville Campus bookstore.

Course: LAN012 22 Hours
133 + 128 fee = 261; NMR add 140
Structured Remote
CRN#: 34432 12 Sessions T 2/16-5/11 1:30-3:30 p.m.
No class 3/16
CRN#: 34433 12 Sessions T 2/16-5/11 7-9 p.m.
No class 3/16
CRN#: 34437 12 Sessions R 2/18-5/13 7-9 p.m.
No class 3/18

Spanish III—Part 1
You are gaining some competency in Spanish at this level. You will practice communications about everyday events in the present and past tenses. Grammar study focuses on imperfect tense, subjunctive mood, time expressions of hacer, and the use of por and para. Hispanic and Spanish cultural topics are discussed. Textbook is required. Details available at Rockville Campus bookstore.

Course: LAN013 22 Hours
133 + 128 fee = 261; NMR add 140
Structured Remote
CRN#: 34440 12 Sessions T 2/16-5/11 2-4 p.m.
No class 3/16
CRN#: 34439 12 Sessions R 2/18-5/13 2-4 p.m.
No class 3/18
CRN#: 34441 12 Sessions S 2/20-5/15 10 a.m.-12 p.m.
No class 3/20

JUST ADDED TO THE WINTER/SPRING 2021 SCHEDULE
For more information, call 240-567-5188 or email us at: laura.weihrauch@montgomerycollege.edu
Seats are limited.

<table>
<thead>
<tr>
<th>Title</th>
<th>Class ID</th>
<th>CRN</th>
<th>Dates</th>
<th>Days</th>
<th>Times</th>
<th>Location</th>
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<tbody>
<tr>
<td>ASL I</td>
<td>LAN223</td>
<td>35022</td>
<td>1/25-3/10</td>
<td>M W</td>
<td>9-11:45 a.m.</td>
<td>SR</td>
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<tr>
<td>ASL I</td>
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<td>35023</td>
<td>1/26-3/11</td>
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<td>11 a.m.-1:45 p.m.</td>
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<tr>
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<td>35024</td>
<td>1/25-5/12</td>
<td>M W</td>
<td>12-1:15 p.m.</td>
<td>SR</td>
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<td>35025</td>
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<td>2/8-5/12</td>
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<td>3-4:30 p.m.</td>
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<td>35028</td>
<td>2/8-5/12</td>
<td>M W</td>
<td>5-6:30 p.m.</td>
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<td>ASL I</td>
<td>LAN223</td>
<td>35026</td>
<td>2/9-5/13</td>
<td>T R</td>
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<td>SR</td>
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<td>35031</td>
<td>3/30-5/13</td>
<td>T R</td>
<td>11 a.m.-1:45 p.m.</td>
<td>SR</td>
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<td>ASL II</td>
<td>LAN240</td>
<td>35032</td>
<td>2/8-5/12</td>
<td>M W</td>
<td>7-8:30 p.m.</td>
<td>SR</td>
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<td>LAN215</td>
<td>35029</td>
<td>1/26-3/11</td>
<td>T R</td>
<td>5-6:30 p.m.</td>
<td>SR</td>
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<td>Fingerspelling/Number Use</td>
<td>LAN216</td>
<td>35030</td>
<td>3/30-5/13</td>
<td>T R</td>
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<td>Elementary Chinese I</td>
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<td>35035</td>
<td>2/8-5/12</td>
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<tr>
<td>Elementary Chinese II</td>
<td>LAN231</td>
<td>35036</td>
<td>2/9-5/13</td>
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<td>12-2:40 p.m.</td>
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<tr>
<td>Elementary German I</td>
<td>LAN218</td>
<td>35043</td>
<td>1/25-3/10</td>
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<td>9-10:30 a.m.</td>
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<td>35044</td>
<td>3/29-5/12</td>
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<td>9-10:30 a.m.</td>
<td>DL &amp; SR</td>
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<tr>
<td>Elementary Italian I</td>
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<td>1/25-3/14</td>
<td>T R</td>
<td>9-10:30 a.m.</td>
<td>DL &amp; SR</td>
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<tr>
<td>Elementary Italian II</td>
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<td>35046</td>
<td>2/8-5/13</td>
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<td>11 a.m.-12:30 p.m.</td>
<td>DL &amp; SR</td>
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<td>Elementary Japanese I</td>
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<td>Elementary Japanese II</td>
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<td>35038</td>
<td>2/9-5/13</td>
<td>T R</td>
<td>12-2 p.m.</td>
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<tr>
<td>Elementary Korean I</td>
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<td>35039</td>
<td>3/30-5/13</td>
<td>T R</td>
<td>11 a.m.-1:45 p.m.</td>
<td>SR</td>
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<td>Elementary Korean I</td>
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<td>35040</td>
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<td>T R</td>
<td>11 a.m.-1:45 p.m.</td>
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<td>Elementary Korean I</td>
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<td>35042</td>
<td>3/29-5/12</td>
<td>M W</td>
<td>12-2:45 p.m.</td>
<td>SR</td>
</tr>
</tbody>
</table>
Spanish III—Part 2
This is a continuation of Spanish III-Part 1. You will gain proficiency in expanded conversational exchanges. Topics include emotions, wishes, health and illness. Grammar includes subjunctive with impersonal expressions and verbs of emotion, subjunctive vs. indicative, and the future tense. Hispanic and Spanish cultural topics are discussed. Textbook is required. Details available at Rockville Campus bookstore. TWA
Course: LAN014  22 Hours
133 + 128 fee = 261; NMR add 140
Structured Remote
CRN#: 34443  12 Sessions  W
2/17-5/12  2-4 p.m.
No class 3/17
CRN#: 34442  12 Sessions  R
2/18-5/13  10 a.m.-12 p.m.
No class 3/18

Spanish IV—Part 1
This course is for nonnative speakers with a good foundation in Spanish. Grammar focus is on further practice with the subjunctive to express doubt, disbelief, and denial, as well as appropriate use of past perfect tense, present perfect subjunctive and the conditional. Hispanic and Spanish cultural topics are discussed. Textbook is required. Details available at Rockville Campus bookstore. TWA
Course: LAN015  22 Hours
133 + 128 fee = 261; NMR add 140
Structured Remote
CRN#: 34445  12 Sessions  T
2/16-5/11  1-3 p.m.
No class 3/16

Spanish Conversation and Grammar Review—Part 1
This is the first of a four-part sequence for nonnative speakers who have a foundation in all the basic grammar. Conversation practice and reading help to develop your vocabulary. Grammar review is an integral part of the course. Readings include simplified versions of novels and articles on various topics. You will be encouraged to write compositions on self-selected topics. TWA
Course: LAN017  22 Hours
190 + 130 fee = 320; NMR add 160
Structured Remote
CRN#: 34447  12 Sessions  M
2/15-5/10  2-4 p.m.
No class 3/15
CRN#: 34450  12 Sessions  T
2/16-5/11  9:30 a.m.-11:30 a.m.
No class 3/16
CRN#: 34446  12 Sessions  R
2/18-5/13  7-9 p.m.
No class 3/18

Spanish Conversation and Grammar Review—Part 2
This is the second course of a four-part sequence. Fluency is improved through extended discussions based on readings and conversational topics. Readings to improve comprehension and develop vocabulary include simplified versions of novels and articles on various topics. You are encouraged to write compositions on self-selected topics. TWA
Course: LAN018  22 Hours
190 + 130 fee = 320; NMR add 160
Structured Remote
CRN#: 34457  12 Sessions  W
2/17-5/12  7-9 p.m.
No class 3/17
CRN#: 34456  12 Sessions  F
2/19-5/14  10 a.m.-12 p.m.
No class 3/19

Spanish Conversation and Grammar Review—Part 4
This course, conducted exclusively in Spanish, is designed to increase the fluency of non-native speakers. Emphasis is in improving speech patterns through conversation practice. Grammar review is an integral part of the course. Reading topics include literature, culture, and current events. You will be encouraged to make a presentation on a self-selected topic. TWA
Course: LAN153  22 Hours
190 + 135 fee = 325; NMR add 160
Structured Remote
CRN#: 34483  12 Sessions  T
2/16-5/11  12-2 p.m.
No class 3/16

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

This conversational Spanish course, conducted entirely in Spanish and intended for advanced and intermediate level Spanish students, aims to improve language fluency, while building linguistic bridges with the 200,000-plus people of Hispanic origin who live in Montgomery County. We will examine excerpts from the Spanish press, community events calendars, local radio and television broadcasts, advertisements, poems and songs to generate discussion on current events, popular culture and the social, economic and political realities facing the Spanish-speaking population. Each week an invited guest will share their immigration story, underscoring their work in the region, giving students access, for example, to the editor of El Tiempo Latino, the founders of GALA Hispanic Theatre, and Latin American Studies professors from the University of Maryland. These activities will be supplemented with readings and videos to prepare students for the conversation. Early in the session students will receive an annotated list of local media resources, which will be updated in each class with valuable links on how to improve their reading comprehension, reading and writing skills. TWA

Course: LAN249  22 Hours
190 + 130 fee = 320; NMR add 160

Structured Remote
CRN#: 34489  12 Sessions  W
2/17-5/12  3-5 p.m.
No class 3/17

Spanish Through Cinema

This class is for anyone with intermediate to advanced language skills who is able to follow either the Spanish dialogues or subtitles. This semester will continue with the Simon Bolivar saga. 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

Structured Remote
CRN#: 34485  12 Sessions  T
2/16-5/11  7-9 p.m.
No class 3/16

How To Publish Your Book

Everyone has a story to tell! Join us for How to Publish Your Book and learn successful tips and tactics to help yourself become a published author. Whether this is your first book, or you have a series of novels, your success in the writing game will be determined by the amount of credible publishers attached to you and your work. Topics that will be covered are the publishing process, marketing and promotion stages, and finally the book selling process. If you are ready to become a writer and author, this step-by-step course will give you all the tools you need to get published, again and again. TWA

Course: WRT213  10 Hours
41 + 25 fee = 66; NMR add 50

Distance Learning
CRN#: 34881  5 Sessions  M
4/5-5/10  7-9 p.m.
No class 4/19

Mindmapping: Putting it Together

Have you ever had so many ideas that they all run together, but it works better for you when you see it written down. Learning to mindmap can help you clarify your thinking in almost anything. Mindmapping can help in planning your day, help in making plans in your family and personal life, creating a proposal at work, group projects, summarizing a book, planning and creating presentations, and writing blog posts. In this course you will learn how to draw a mind map that works for you, the many uses of a mind map and the techniques of mindmapping. TWA

Course: WRT213  6 Hours
75 + 125 fee = 200; NMR add 120

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

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 + 85 fee = 140; NMR add 50

Hybrid (Face to Face & DL)
CRN#: 34508  2 Sessions  S
1/23-1/30  9:30 a.m.-12 p.m.
CRN#: 34507  2 Sessions  S
3/6-3/13  9 a.m.-12 p.m.

Writing

Proper Sentences

Did you know that WDCE often adds additional course offerings throughout the semester?

Visited our website often for up-to-date course offerings and information.
Narrative Writing
This course is designed to teach you how to use and/or improve the clarity and coherence of narrative writing that is used in different types of reports and/or pleasure writing. Topics that will be covered are the major types of writing, how narrative writing is used, the writing process, basic grammar, punctuation and spelling. TWA
Course: WRT208 9 Hours
100 + 35 fee = 135; NMR add 120
Hybrid (Face to Face & DL)
CRN#: 34505 3 Sessions S
2/6-2/20 9:30 a.m.-12:30 p.m.

Wordiness—When Just a Few Words Will Do
Do you find yourself writing sentences that are too long? Have you ever re-read a sentence and struggled to finish it in one breath? Wordiness is one of the most common mistakes that happens when a writer, either intentionally or unintentionally, uses far too many words. In this course, students will learn what filler words are and how to eliminate the use of them, and how to stop using unnecessarily complex or abstract words. TWA
Course: WRT212 9 Hours
100 + 35 fee = 135; NMR add 120
Hybrid (Face to Face & DL)
CRN#: 34510 3 Sessions R
4/1-4/15 6:30-9:30 p.m.

Writing for Impact
Have you always wanted to organize your thoughts in a clear and concise manner, that will allow your ideas to have impact on your readers. Do you want to improve your writing skills by learning to select and use appropriate formats for your audience, and adjust your writing style accordingly. This writing course will give you an array of writing tools to identify your objective and communicate it clearly, learn to spot, correct, and avoid the most common writing pitfalls. You will gain valuable experience analyzing, writing, and revising a variety of documents, so that you will be able to write with impact. TWA
Course: WRT211 12 Hours
100 + 45 fee = 145; NMR add 120
Hybrid (Face to Face & DL)
CRN#: 34509 4 Sessions R
2/18-3/11 6:15-9:15 p.m.

The 5 Essential Skills to Find or Create Your Own Opportunities
Have you ever wanted to create your own opportunities in life whether it be income, or a career change? Then this is the course for you! This course is designed to help you develop and apply the five basic skills needed to apply change for new opportunities. You will learn to individually analyze and focus on each skill, learn how each skill is essential, and how to apply each skill to create new opportunities for yourself and how to assess your strengths in each individual skill. TWA
Course: WRT196 6 Hours
77 + 35 fee = 112; NMR add 120
Hybrid (Face to Face & DL)
CRN#: 34469 2 Sessions M W
4/26-4/28 6:30-9:30 p.m.

Writing for Pleasure

Fiction Writing
So you’ve always dreamed of writing a novel? Or have you already published a few pieces and you’re looking to take your writing further? In this hands-on workshop, you’ll learn all the elements of great fiction: from character, motivation, and conflict to structure, setting, and scene-writing. Practice your hand at crafting dialogue, writing gorgeous sentences, showing instead of telling, and revising your work to commercial writing standards. We’ll also discuss the business of writing—with a step-by-step guide to getting published! TWA
Course: WRT149 15 Hours
130 + 63 fee = 193; NMR add 120
Distance Learning
CRN#: 34416 6 Sessions M
2/1-3/8 7-9:30 p.m.

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

The Adult ESOL Program has six levels, and provides basic English language and life skills instruction to Maryland residents, whose native language is not English. This program is unable to provide services to F1 and J1 visa holders. Please see the FAQ section of our website for more details.

**Registration Guidelines:**

| 1. You must live in Maryland to register for classes. |
| 2. Students must be 18 years of age or older at the time of registration. |
| 3. Students 18 years of age must provide official documentation of school withdrawal. |
| 4. All new students must register in person. |
| 5. You may register at one of the centers listed below. |
| 6. Do not bring children to registration, testing, or class. |
| 7. If there is no room in the class for you, we will put your name on a waiting list for another class. |
| 8. Students in Advanced ESOL level classes must pay tuition. |

**Website:** [www.montgomerycollege.edu/wdce/aelg](http://www.montgomerycollege.edu/wdce/aelg)

**Call (240) 567-8950**

Press 2 for ESOL information and then:
- for information in English, press 1
- for information in Spanish, press 2
- for information in French, press 3
- for information in Amharic, press 4
- for information in Korean, press 5
- for information in Mandarin, press 6

**COVID-19 Updates:** All classes, registrations, and information sessions will be held via online/remote instruction until the end of March 2021. Please see website for updates.

### Early Morning Classes

<table>
<thead>
<tr>
<th>School</th>
<th>Registration</th>
<th>Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online: Structured Remote</td>
<td>See website</td>
<td>Monday–Friday 7:00 a.m.–9 a.m.</td>
</tr>
</tbody>
</table>

### Day Classes

<table>
<thead>
<tr>
<th>School</th>
<th>Registration</th>
<th>Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online: Structured Remote</td>
<td>See website</td>
<td>Monday–Friday 9:05 a.m.–11:05 a.m.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Monday–Friday 11:10 a.m.–1:10 p.m.</td>
</tr>
</tbody>
</table>

### Evening Classes

<table>
<thead>
<tr>
<th>School</th>
<th>Registration</th>
<th>Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online: Structured Remote</td>
<td>See website</td>
<td>Monday &amp; Wednesday 6:30 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>Online: Structured Remote</td>
<td>See website</td>
<td>Tuesday &amp; Thursday 6:30 p.m.–9:30 p.m.</td>
</tr>
<tr>
<td>Online: Structured Remote</td>
<td>See website</td>
<td>Monday, Tuesday, Wednesday, &amp; Thursday 6:30 p.m.–9:30 p.m.</td>
</tr>
</tbody>
</table>

### Saturday Classes

<table>
<thead>
<tr>
<th>School</th>
<th>Registration</th>
<th>Class Days and Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online: Structured Remote</td>
<td>See website</td>
<td>Saturday 9:00 a.m.–1:00 p.m.</td>
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We offer college and career services, U.S. citizenship classes, and ESOL vocational courses in healthcare, building trades, and customer service. For more information visit our website at [www.montgomerycollege.edu/wdce/aelg](http://www.montgomerycollege.edu/wdce/aelg) or call 240-567-8950.

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

*Westfield South: Disability access for this leased site is on the same side as the movie theatre entrance. For more information regarding disability access at this site, please call 240-567-8841*

**Disability Services:** For disability related accommodations, please contact the Montgomery College Disability Support Services Office at 240-567-4118 at least two weeks before orientation/registration. Some services may require a longer set up time, so we do encourage students to contact the disability support services office as soon as possible.

Montgomery College is an academic institution that is committed to equal opportunity and fostering diversity among its student body, faculty, and staff. This program is funded by the MD Dept. of Labor, the U.S. Dept. of Education and the Montgomery County Government.
Adult Literacy and GED® Test Preparation Classes

Registration Guidelines:                  
Call (240) 567-8950, Press 1 for GED® Test Preparation Class Information.

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

1. You must live in Maryland to register for classes.
2. Students must be 18 years of age or older at the time of registration.
3. Students 18 years of age must provide official documentation of school withdrawal.
4. All new students must register in person, and bring a picture ID.
5. Do not bring children to registration, testing, or class.
6. Choose a location offering class at a time you can attend.
7. Go there in person to register and get tested.
8. If there is no room in the class for you, we will put your name on a waiting list for another class.
9. Students in GED® test preparation level classes must pay tuition.
10. All students purchase their own textbooks.

COVID-19 Updates: All classes, registrations, and information sessions will be held via online/structured remote instruction until the end of March 2021. Please see website for updates.

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: 

Online: Structured Remote
See website for dates
6:30 p.m.

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.

School                  Registration            Class Days and Times

Day Classes
Online: Structured Remote
See website for dates
Monday–Thursday
9 a.m.–12 p.m.

Evening Classes
Online: Structured Remote
See website for dates
Monday–Thursday
6:30 p.m.–9:30 p.m.

Maryland iPathways (teacher supported in class and online learning program)

Online: Structured Remote
See website for dates
Friday
9 a.m.–12 p.m.

Official GED Practice Test™
For information about the Maryland state administration of the GED® test call 410-767-0936 or visit the website at http://www.dllr.maryland.gov/gedmd/. GED® is a registered trademark of the American Council on Education (ACE) and administered exclusively by GED Testing Service LLC under license. This information is not endorsed or approved by ACE or GED Testing Service.

Locations:
Gaithersburg High School
101 Education Blvd.
Gaithersburg, MD 20877

John F. Kennedy High School
1901 Randolph Road
Silver Spring, MD 20902

Montgomery Blair High School
1 University Blvd., East
Silver Spring, MD 20901

Montgomery College
20200 Observation Drive
Germantown, MD 20876

Montgomery College Rockville Campus
51 Mannakee Street Rockville, MD 20850

Montgomery College Takoma Park Campus
900 King Street
Takoma Park, MD 20910

Richard Montgomery High School
250 Richard Montgomery Drive
Rockville, MD 20852

Seneca Valley High School
19401 Crystal Rock Dr.
Germantown, MD 20874

Sligo Middle School
1401 Denis Ave.
Silver Spring, MD 20902

Thomas Edison High School of Technology
12501 Dalewood Dr.
Silver Spring, MD 20906

Westfield South (Wheaton)
11002 Veirs Mill Road, Suite 210
Silver Spring, MD 20902 (Use front entrance, across from the parking garage)

White Oak Middle School
12201 New Hampshire Ave.
Silver Spring, MD 20904

* Westfield South: Disability access for this leased site is on the same side as the movie theatre entrance. For more information regarding disability access at this site, please call 240-567-8841

Disability Services: For disability related accommodations, please contact the Montgomery College Disability Support Services Office at 240-567-4118 at least two weeks before orientation/registration. Some services may require a longer set up time, so we do encourage students to contact the disability support services office as soon as possible.

Montgomery College is an academic institution that is committed to equal opportunity and fostering diversity among its student body, faculty, and staff. This program is funded by the MD Dept. of Labor, the U.S. Dept. of Education and the Montgomery County Government.
The Adult ESOL Program provides basic English language and life skills instruction to Maryland residents whose native language is not English.

## Additional AELG Courses

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<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>
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<tbody>
<tr>
<td>Learn the English and basic skills you need to work in entry-level building trades jobs. Are you looking for a new job or a better job in carpentry, heating/air conditioning, or electricity? Do you want to learn more English for that job? Would you like to learn building/construction vocabulary? Do you want to improve your English?</td>
<td>Improve English-speaking skills and learn basic skills needed to enter the retail and customer service industry. Do you want to work in the sales and service industry? Would you like to improve your English-speaking skills?</td>
<td>Learn the English and basic skills you need to work in entry-level healthcare jobs. Are you looking for a new job or a better job in healthcare? Do you want to learn more English for your job? Would you like to learn medical vocabulary?</td>
<td>Learn English, study, and workplace readiness skills for careers in technology. Do you want to learn more about jobs and careers in the information technology field? Do you like computers and want to improve your computer skills?</td>
</tr>
</tbody>
</table>

**COVID-19 Updates:** All classes and registrations will be held via online structure remote instruction until the end of March 2021.

For up-to-date information and for more information, e-mail ESOL@montgomerycollege.edu or visit our website at www.montgomerycollege.edu/wdce/aelg.

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## TESOL Training Institute

**Make a difference... Learn to teach English to immigrants**

The TESOL Training Institute at Montgomery College WD&CE provides high-quality, innovative education that enables individuals to become highly competent instructors of adult English for Speakers of Other Languages (ESOL) classes.

Join us in a supportive and challenging environment that contributes to the best teacher training in the region.

*If interested, you must attend an information session.*

For more information and a class schedule, call 240-567-8169, e-mail nancy.newton@montgomerycollege.edu, or visit our website at www.montgomerycollege.edu/wdce/tesol.html

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## Do you want to be a U.S. citizen?

### Citizenship Preparation Program

- **Are you a legal, permanent resident?**
- **Do you need help preparing for your citizenship test and interview?**

Come to an information session and discover how Montgomery College may be able to help you... FOR FREE!

If interested, you must attend an Information/Registration Sessions. Please visit our website for dates and times.

**Information/Registration Sessions will be held online. Please visit our website www.montgomerycollege.edu/wdce/citizenship for up-to-date information.**

For more information call 240-567-8839, email Citizenshipprogram@montgomerycollege.edu.

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**PLEASE, NO CHILDREN!**
WDCE Bridge to Academic and Career Success Program

Students will be directed to the academic coordinator of Bridge based on their engagement in the MC English Remote Placement https://www.montgomerycollege.edu/admissions-registration/assessments.html. Once connected with the academic coordinator, the student will take a standardized reading assessment to determine which placement is the best fit. The WDCE Bridge Program or Connecting Reading and Writing. The Bridge Program is intended for students that test at a minimum of an 8th grade reading level. For the purposes of Spring 2021, Connecting Reading and Writing is intended for students that test between 5th and 7th grade reading levels.

The academic coordinator will provide the reading assessment to students that helps to determine Bridge Program versus Connecting Reading and Writing placement on a rolling basis, Tuesdays and Thursdays. To take the reading assessment, contact Academic coordinator, Jessica Hall jessica.hall@montgomerycollege.edu.

Participation in the WDCE Bridge program requires registration in all three courses, Student Success and Career Planning, Reading Comprehension, and Writing Comprehension, in the same group. Books and materials necessary for class can be purchased through the Montgomery College Bookstore. In addition, you must have access to Wi-Fi and a laptop, tablet or desk computer.

Program tuition and fees: $541 + $208= $749* Non-Residents: Add $465.00 (*Does not include the cost of books) Additional classes will be offered, based on need.

For WDCE Bridge enrollment and registration information contact Professor Margo Barnett margo.woodward@montgomerycollege.edu

Registration Period: November 30, 2020–January 26, 2021
No class March 15–21, 2021

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<tr>
<th>Group and Campus</th>
<th>CRN#</th>
<th>Course#</th>
<th>Title</th>
<th>Days</th>
<th>Dates</th>
<th>Times</th>
</tr>
</thead>
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<tr>
<td>Group 2 Rockville</td>
<td>34081</td>
<td>PTS016</td>
<td>Student Success and Career Planning</td>
<td>W</td>
<td>1/27–5/5</td>
<td>9:50 a.m.–10:50 a.m.</td>
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<tr>
<td></td>
<td>34083</td>
<td>PTS017</td>
<td>Reading Comprehension</td>
<td>M,W</td>
<td>1/25–5/5</td>
<td>11:00 a.m.–12:30 p.m.</td>
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<tr>
<td></td>
<td>34079</td>
<td>PTS014</td>
<td>Writing Composition</td>
<td>M,W</td>
<td>1/25–5/5</td>
<td>12:35 p.m.–1:05 p.m.</td>
</tr>
<tr>
<td>Group 3 Rockville</td>
<td>34082</td>
<td>PTS016</td>
<td>Student Success and Career Planning</td>
<td>T</td>
<td>1/26–5/4</td>
<td>9:50 a.m.–10:50 a.m.</td>
</tr>
<tr>
<td></td>
<td>34084</td>
<td>PTS017</td>
<td>Reading Comprehension</td>
<td>T,R</td>
<td>1/26–5/6</td>
<td>11:00 a.m.–12:30 p.m.</td>
</tr>
<tr>
<td></td>
<td>34080</td>
<td>PTS014</td>
<td>Writing Composition</td>
<td>T,R</td>
<td>1/26–5/6</td>
<td>12:35 p.m.–1:05 p.m.</td>
</tr>
</tbody>
</table>

The scheduled class sessions will be held via Structured Remote Learning until the College returns to normal operations.

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

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

Registration for Classes
Due to COVID-19, face-to-face registrations are not available until the restrictions are lifted. Registration options:

Online: Please visit the link below for Registration Information: www.montgomerycollege.edu/wdce/registerops.html
For assistance with online registration, please contact Customer Service 240-567-5188

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

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

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

### Business and Professional

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

### Education

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

### Health Care

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

### Information Technology

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

### Public Safety

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

### Technical

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

### Transportation

- 6 Hour MVA Behind the Wheel Course
- CDL Learner’s Permit Prep
- Driver’s Education/Non-CDL
- Driver’s Education/Non-CDL with Additional Supports
- Learner’s Permit Prep
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Do you have experience in the nonprofit sector but want to learn more and expand your network? Join us as we delve deeper to understand nonprofits in a fun and creative setting. Applicants should have at least three years of nonprofit experience.

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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.

Abrikadoodle
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
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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)

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- 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

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Montgomery College provides a wealth of opportunities that empower you to move forward and achieve the skills you need to become successful—both academically and in life.
Services for Students with Disabilities

Montgomery College complies with the provisions of Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2009. The college provides accommodations, access to facilities, programs, activities and services for qualified students with documented disabilities. Accommodations are determined on a case by case analysis based on information provided by a qualified professional.

If you need support services due to a disability, please contact Natalie Martinez, WDCE Disability Support Services Counselor, to schedule an appointment, phone 240-567-4118, e-mail natalie.martinez@montgomerycollege.edu, Fax: 240-567-5163 at least six weeks prior to the start of the classes to ensure timely services. If necessary and appropriate, students may register for courses or activities prior to or while going through the support services process but are expected to comply with required deadlines to ensure that appropriate accommodations can be secured.

Any student who may need assistance in the event of an emergency evacuation must identify to Disability Support Services; guidelines for emergency evacuations are at: www.montgomerycollege.edu/dss/evacprocedures.htm.

Under provisions of the Americans with Disabilities Act, this material is available in alternative formats by contacting the Disability Support Services Office at 240-567-4118. A Sorenson Video Relay Service with a large monitor is available in the Rockville, Takoma Park/Silver Spring and Germantown Campus libraries.

Students Under 16

Students must be 16 or older, or have permission of the program area by the start date of class, in order to participate. Call 240-567-5188 for more information.

Co-Listed Classes

Classes marked with this code [CoL] are co-listed. They are offered so that students may register either for credit or continuing education (noncredit) status. Co-listing gives students an option to choose the best path for their educational needs. Each section includes both credit and noncredit students. For students seeking credit classes, please consult the credit course schedule. The expectations for attendance, participation, and effort are the same for all students. Instructors will announce policies concerning class activities.

Textbooks and Materials

Textbooks/course materials: Purchase textbooks and/or course materials at the Campus where your class will be held. For classes held at the Gaithersburg Business Training Center, Distance Education and Learning Technologies (DELT), and off-Campus MCPS locations, please use the Rockville Campus MC Books & More; for classes at Westfield South use the Takoma Park/Silver Spring Campus MC Books & More. You do not need to go to a Campus store to make your purchase. You may purchase your textbooks/course materials online to have your purchases mailed to you. To order online or to find out more details about purchases, buybacks, returns, contact information, ebooks, rentals, and more, visit the College’s MC Books & More website at www.montgomerycollege.edu/bookstore or call the main number 240-567-5302. MC Books & More and the Cafritz Art Store & More are the Official Montgomery College Bookstores.

For information specific to WDCE, please visit our reference page at http://www.bkstr.com/montgomerycollege/store/home/

A USB flash drive/memory stick (at least 512 MB) is required for ITI classes unless otherwise specified. Please bring to first class.

Inclement Weather

Inclement weather conditions: go to www.montgomerycollege.edu or call 240-567-5000. If the College is closed, there are no classes. For classes meeting in a Montgomery County Public Schools facility, go to www.montgomeryschoolsmd.org. If MCPS is closed, or evening activities are cancelled, there are no classes. Students attending classes at local hospitals, will have class unless notified by their instructor.

Scholarship Opportunities

For detailed information regarding scholarship opportunities and how to apply, visit https://www.montgomerycollege.edu/workforce-development-continuing-education/wdce-scholarships/index.html

Montgomery College is an academic institution that is committed to equal opportunity and fostering diversity among its student body, faculty and staff. Inquiries regarding Montgomery College’s nondiscrimination compliance policies and procedures may be directed to Dr. Brenda Williams, Director of Employee & Labor Relations, Workforce Diversity and Inclusion, 240-567-5367.
General Information

Registration Options

Regardless of which registration option you select, registrants will be enrolled in the order that registration and payments are received (to avoid disappointment, register early); payment is required at the time of registration. All students must register prior to attending the first class.

Payments

Payment MUST be made IN FULL at the time of registration to avoid being deleted from the course. Complete information is required to process all registrations and payments. Further instructions for WEB, FAX, or MAIL-IN payments can be found at: www.montgomerycollege.edu/wdce/registerops.html.

Registration will not be processed without appropriate payment.

Option 1: In-Person Registration
A completed form with payment may be submitted in person at any of these Montgomery College Campus registration areas:

Gaithersburg Business Training Center
Room 400
8:30 a.m.–9 p.m. (M–R)
8:30 a.m.–4:30 p.m. (F)
8:30 a.m.–4 p.m. (S)

Germantown Campus
Humanities and Social Sciences Building
Room 241 and/or 243
8:30 a.m.–4 p.m. (M–F)

Rockville Campus
220 Campus Center
8 a.m.–7 p.m. (M–R)
8 a.m.–5 p.m. (F)
8:30 a.m.–12 p.m. (S)

Takoma Park/Silver Spring Campus
230 CF, Customer Service
8:30 a.m.–5 p.m. (M–F)

Westfield South, Room 306 ***
8:30 a.m.–9 p.m. (M–R)
8:30 a.m.–4:30 p.m. (F)
8:30 a.m.–4 p.m. (S)

Registrations are also accepted at all three Campus Admissions Offices.

**Cash payments can only be made at the Cashier’s Offices at the Germantown, Rockville, or Takoma Park/Silver Spring Campuses and will be accepted between 8:30 a.m.–1 p.m. and 2–4:30 p.m., M–F.

Option 2: Online (Web) Registration

A. Go to montgomerycollege.edu/wdce
B. Click on “How to Register” in the left navigation bar.
C. Click on “Register by Web.”
D. Follow the appropriate directions depending on if you are a new or returning student.

Option 3: Mail Registration
Send completed form with payment for total due to Montgomery College, WDCE, 51 Mannakee St., Rockville, MD 20850.

Option 4: Fax Registration
Fax completed form with payment information to WDCE at 240-567-1877.

Due to COVID-19, students CANNOT register in person until restrictions are lifted. Please visit montgomerycollege.edu/wdce/esl for more information or see page 5 of this schedule.

Policy

The following are general guidelines taken from the College policy on residency for tuition purposes. A complete copy of the policy is available in the Montgomery College Catalog.

A. Students attending Montgomery College will pay tuition according to their residency classification.

- To qualify for in-state tuition, a student must be a U.S. Citizen, Permanent Resident or have a qualifying Visa status.

B. To qualify, for tuition purposes, as a resident of the state of Maryland, legal domicile must have been maintained for a period of not less than three months prior to the first regularly scheduled class for the semester, unless you are a member of the Military covered under HB935.

C. The domicile of a person registering in a noncredit course at Montgomery College shall be considered as a person’s permanent place of abode, where physical presence and possessions are maintained, and where he/she intends to remain indefinitely.

Refund Policy

Refunds are paid at 100% for classes canceled, dropped online, or in person (using a Drop Form), prior to the start date of the class. Refunds are also paid at 100% if class is dropped prior to the Refund Date printed on your registration confirmation. DO NOT drop classes online on or after the day the class begins; you will not receive a refund. APPE students must call 240-567-7262 for refund/withdrawal instructions. Refunds for open enrollment classes will go to the registered student of record. For the Drop Form and more information, visit www.montgomerycollege.edu/wdce/register/refundpolicy.html.

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 VA code are approved for VA educational benefits under Title 38, U.S.C., Section 3676. (Post 9/11 GI Bill). For more information, visit www.montgomerycollege.edu/wdce/registerops.html.

Questions?
Call 240-567-5188.
Course Locations

Activity Center at Bohrer Park
506 S. Frederick Avenue
Gaithersburg, MD 20877

Adventist HealthCare Shady Grove Medical Ctr
9901 Medical Center Drive
Rockville, MD 20850

Agricultural History Farm Park
18400 Muncaster Road
Derwood, MD 20855

Asbury Methodist Village
301 Russell Avenue
Gaithersburg, MD 20877

Brooke Grove Nursing and Rehab Center
18131 Slade School Road
Sandy Spring, MD 20860

Bethesda-Chevy Chase Regional Service Ctr
4805 Edgemoor Lane, 2nd Fl.
Bethesda, MD 20814

Davis Library
6400 Democracy Blvd.
Bethesda, MD 20817

Gaithersburg Business Training Center (MC)
Montgomery College
12 S. Summit Avenue
Gaithersburg, MD 20877

Gaithersburg Driving Range
14 Firstfield Road (14 FR)
Gaithersburg, MD 20878

Gaithersburg Library
18330 Montgomery Village Ave.
Gaithersburg, MD 20879

Germantown Campus (MC)
20200 Observation Drive
Germantown, MD 20876

Holy Cross Hospital Germantown
119801 Observation Drive
Germantown, MD 20876

Holy Cross Hospital Silver Spring
1500 Forest Glen Road
Silver Spring, MD 20910

Ingleside at King Farm
701 King Farm Blvd.
Rockville, MD 20850

Kensington Park Library
4201 Knowles Avenue
Kensington, MD 20895

Kensington Park Senior Center
3620 Littledale Road
Kensington, MD 20895

La Madeleine—Pike and Rose
11610 Old Georgetown Road
Rockville, MD. 20852

La Madeleine—Old Georgetown Rd.
7607 Old Georgetown Road
Bethesda, Md 20814
Free parking.

Lawton Community Center
4301 Willow Lane
Chevy Chase, MD 20815

Maplewood Park Place
9707 Old Georgetown Road
Bethesda, MD 20814

Rockville Campus (MC)
51 Mannakee Street
Rockville, MD 20850

Rockville Campus (MC)
Mannakee Building
900 Hungerford Drive
Rockville, MD 20850

Silver Spring Library
900 Wayne Avenue
Silver Spring, MD 20910

Takoma Park/Silver Spring Campus (MC)
Health Sciences Bldg
7977 Georgia Ave.,
Silver Spring, MD 20910

Takoma Park/Silver Spring Campus (MC)
Takoma Park, MD 20912

Twinbrook Public Library
202 Meadow Hall Drive
Rockville, MD 20851

Westfield South (MC)
11002 Veirs Mill Road
Suite 306
Wheaton, MD 20902

Wheaton Library
11701 Georgia Avenue
Wheaton, MD 20902

For Montgomery County Public School locations, go to www.montgomerycollege.edu/wdce/mcps/locations.html.

How to Read Course Description

Course Title
Introduction to Event Management

Course Description
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 # Course Hrs
Course: HOS034 12 Hours

Tuition and Fees
110 + 120 fee = 230; NMR add 140

Location
Structured Remote

CRN # # of Sessions Day(s)
CRN#: 34063 4 Sessions M W
Date(s) Time
1/4-1/13 6-9 p.m.

Building Abbreviations

BE Bioscience Education Center
CC Campus Center
CF Cafritz Arts Center
CH Child Care Center
CM The Commons
CS Computer Science Building
CU Communication Arts Center
FH Falcon Hall
GU Gudelsky Institute for Technical Ed.
HC Health Sciences Center
HS Humanities and Social Sciences
HT High Technology and Science Center
HU Humanities
MK Mannakee
MP Mathematics Pavilion
MU Music
P1 Pavilion One
P2 Pavilion Two
P3 Pavilion Three
PE Physical Education
PG Physical Education
PK Paul Peck Academic and Innovation
RC Resource Center
SA Sciences and Applied Studies
SB South Campus Instructional Building
SE Science East
SN Science North
SW Science West
TC Technical Center
TT Interim Technical Training Center

Room Numbers

Room numbers will be printed on your registration receipt for classes held on our Campuses. Please be sure to keep the receipt for your records. Room numbers can also be found online.

Day Designation

M Monday
T Tuesday
W Wednesday
R Thursday
F Friday
S Saturday
U Sunday

Key to Codes

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

www.facebook.com/mcwdce

www.montgomerycollege.edu/wdce | 105
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

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

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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

NEW in Spring 2021
Montgomery College
Project Management Certificate

Montgomery College WDCE introduces the Project Management Certificate starting Spring 2021.

This program will elevate your skills and provide you the knowledge to be a better project manager. We combine our expert and experienced faculty with affordable and practical courses to help make YOU stand out in the project management field.

The Project Management Certificate Program will incorporate fundamental PM knowledge, predictive and agile approaches, and concept deep dives through a series of required and elective courses.

Get Information, schedule and costs at www.montgomerycollege.edu/wdce/projectmanagement

Interested in a Project Management Institute certification preparation course? Go to www.montgomerycollege.edu/wdce/projectmanagement/PMI.

Landscape Technology
Prepare for or advance your career in landscaping, landscape contracting, or landscape design with a degree or certificate from Montgomery College.

Our programs provide a comprehensive mix of academic and practical training in the field of ornamental horticulture.

For more information, email steve.dubik@montgomerycollege.edu. Or visit us on the web at https://www.montgomerycollege.edu/academics/programs/landscape-technology/index.html.

Come Join Us!
Join us May 28, 2021 in Germantown, MD for the Disney Institute—Leadership Excellence program presented by the Disney Institute and sponsored by Montgomery College!

In this unique, one-day workshop, participants will learn Disney’s time-tested leadership strategies and methods for improving team productivity and business results.

May 28, 2021
8 a.m.–4 p.m.
Germantown Campus

Get more information about when registration opens at www.montgomerycollege.edu/wdce/disney.

As to Disney artwork/properties: © Disney
Like us on Facebook and connect to all of our WDCE Facebook pages. facebook.com/mcwdce

**Resilient MC**

Throughout the ongoing pandemic, Montgomery College has prioritized the health and safety of its students and employees above all else. As we move into the next phase of teaching, learning, and working, this will continue to guide all of our decisions about the structure of our education programs and delivery of key services.

Watch and listen to our Conversation with Leadership: Resilient MC, where MC President DeRionne Pollard and senior vice presidents shared how the college is planning for the next phase of its resilient response to COVID-19.

**Winter/Spring 2021 semester classes will be offered online.**

Although classes in the brochure may reflect face-to-face meetings, please note, until further notice from the Montgomery County Leaders, classes will be taught online through Distance Learning or Structured Remote format. Classes will meet via Zoom and/or Blackboard learning systems. Therefore, you will need a computer, laptop, tablet, or smartphone camera ready with speakers, internet access and a browser that is current.

*See page 2 for details.*