

Corporate & Continuing Education Center

Expect
Excellence

Spring 2009

Personal
Enrichment

Professional
Development

Small Business
Acceleration



www.everettcc.edu/ce

Our Mission

We develop and deliver training programs that enrich lives and promote individual, corporate, and community prosperity.

- Personal Enrichment
- Professional Development & Certification
- Customized Corporate Training Solutions
- Small Business Acceleration



Learning is Lifelong.

We offer the learning opportunities you are looking for, with the flexibility you need.



Table of Contents

Accounting	4
Arts and Crafts	29
Business Focus	4
Caregiver Training	16
CATIA	11
Certification/Licensing	16
Communications	14
Computer Introductory Workshops	6
Computer Software Workshops	6
CPR	36
Creative Writing	23
Culinary Arts	15
Dance	31
Financial Management	15
Free Info Session	6
Geographic Information Systems	12
Health and Wellness	34
Home and Garden	14
Hypnotherapy Certification	18
Languages	19
Location Abbreviations	39
Manufacturing	13
Maps	39
Medical and Health Fields	35
Music	29
Online Classes	5, 12, 17, 23, 24 28, 29, 35, 37
Online Ed2Go	37
Pacific Fly Fishers	34
Personal Enrichment	24
Photography	32
Project Management	5
Real Estate	14
Recreation and Fitness	32
World Instructor Training	18
World Languages, Culture and Travel	19
Tourism/Hospitality	10
Training for Educators	11
Travel	22
Youth	36
How to Register	38



Dream it. Be it.
www.everettcc.edu/ce

Contacting Corporate & Continuing Education Center

Corporate & Continuing Education Center offices are located at the Applied Technology Training Center, 2333 Seaway Boulevard, Everett, 98203. Office hours: 8am-4pm, Monday - Friday.

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Every effort is made to ensure that the information and fees in this publication are accurate. However, changes and corrections do occur. Therefore, the provisions of this publication are not to be construed as a contract between the student and Everett Community College Corporate and Continuing Education Center. The College reserves the right to change any provision, fee, rule, requirement, policy, deadline, or procedure whenever necessary. Changes may apply not only to prospective students, but also to those currently enrolled. Advance notification will be given to students whenever possible.

REGISTER EARLY

By registering early you can help prevent a class from canceling due to low enrollment. If there is enough interest early on, we may even add additional sections.

HOW TO REGISTER

Registration is recommended at least one week prior to class start date. Turn to the last page of this brochure for a full description of your registration options.

SATISFACTION GUARANTEED

If you are not completely satisfied with one of our workshops, or were not able to attend due to an emergent situation, you may repeat it one time, tuition-free, for up to one year (as long as there is space available and the course is still offered). Valid picture identification required. Call Corporate and Continuing Education Center at 425-267-0150 for prior approval and arrangements. (Online courses and credit-bearing courses are excluded from this policy).

FINISHED WITH THIS BROCHURE?

Don't throw it away! Pass it along to an interested friend. The EvCC Corporate and Continuing Education Center program is a totally self-supporting organization, and we rely on our friends to help us spread the word.

CEUs and Clock Hours

If an employer, agency, or other third-party is paying your fee, do you need proof of completion? You may request Corporate & Continuing Education Center Units (CEUs) or Clock Hours for your class or workshop.

Please make your request at the time of registration.

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\$ ACCOUNTING

Bookkeeping Basics

(6HRS) \$125

Whether for personal or business reasons, bookkeeping is a necessary part of life. This course is designed as an overview of key concepts, bookkeeping practices, and terminology that will help you better utilize bookkeeping software (i.e. QuickBooks, Peachtree, and others). It is not meant to teach you how to become a bookkeeper. Topics include the accounting cycle, starting with an introduction of basic accounting terms and record keeping rules. You will be introduced to double-entry accounting (debits and credits); cash versus accrual accounting; chart of accounts and ledgers; and accounts receivable and accounts payable accounting. You'll also review how to reconcile your bank account and create financial statements (profit and loss, owner's equity, and balance sheet). Handouts included. Bring notepad, hand-held calculator, and a sack lunch for the one-hour break, or drive to local restaurants. (Pat Coughlin)

8812-A894 4/18 Sa 9am-4pm ATC 115

QUICKBOOKS PRO 2008 FUNDAMENTALS

(6HRS) \$145

Get your company books open and ready for business! This workshop is filled with tips and tricks on using various versions of QuickBooks efficiently. Discover how to tailor your company preferences, walk through setting up items and services, and customize your Chart of Accounts. Manage customer and vendor lists while gaining hands-on experience with several transactions from invoices to deposits. Reconcile and balance your bank and credit card statements and explore basic reports and financial statements. Prerequisites: Basic MS Windows knowledge. Bookkeeping Basics class is not required but highly recommended. Textbook included (\$20 value). (Keith Fowler)

8814-A894 5/2 Sa 9am-4pm ATC 220

QUICKBOOKS: Custom templates and mailings (3HRS) \$65

Move your business beyond the basic QuickBooks Invoice, Sales Receipt, Statements, and Estimates. You will create custom forms by using the Custom Template dialog box and the Layout Organizer. Activate custom fields and use those fields in forms and reports. Discover how to access customer lists, export lists to MS Excel and create labels. Explore the QuickBooks Letter Wizard to create custom mailings for your advertisement and communications needs. Prerequisite: Quickbooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)

8828-A894 5/16 Sa 9am-12pm ATC 220

QUICKBOOKS: Payroll (3HRS) \$65

Discover how to perform necessary payroll functions using Manual, Basic and Enhanced payroll features and decide for yourself, which is more suited for your company. Additional topics for this workshop will include: Washington State payroll laws and requirements, employee time tracking, setting up company and employee paid benefits, billing customers for time, setting up employees, paying employees, tracking tax liabilities, paying payroll taxes, and printing necessary forms and reports. Prerequisite: Quickbooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)

8831-A894 5/16 Sa 1pm-4pm ATC 220

QUICKBOOKS: Custom reports and graphs (2HRS) \$55

Creating the right report can be a difficult and daunting task. Every business has specific needs when it comes to accessing and displaying their data. This module will cover a range from report basics to advance customization. Explore how to run preset reports, modify reports, and export and print reports. Discover how to graphically display your data using graphs and memorize reports for later viewing. Prerequisite: Quickbooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)

8832-A894 3/28 Sa 8am-10am ATC 220

8835-A894 6/6 Sa 8am-10am ATC 220



QUICKBOOKS: Sales tax and inventory (2HRS) \$55

This workshop will cover what you need to know regarding sales tax and inventory using QuickBooks. Discover how easy it is to set up tax items, combine tax items, and track and pay sales tax. We'll also explore how to set up tax rates and payment agencies, and access various related reports. Small businesses that work with a limited inventory will benefit from the QuickBooks Inventory feature. Discover how to set up inventory items, adjust inventory, set-up reorder points, and access various inventory reports. Prerequisite: Quickbooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)

8833-A894 3/28 Sa 10am-1pm ATC 220

8838-A894 6/6 Sa 10am-1pm ATC 220

QUICKBOOKS: Audit trails, theft prevention and advanced bookkeeping entries (2HRS) \$55

The workshop will cover advanced bookkeeping entries such as large purchase transactions, loans, and depreciation. You'll use Quickbooks Pro to make journal entries, adjusting entries, and discuss closing your books. We will also discuss the proper way to handle non-sufficient funds and fix common bookkeeping mistakes. Workshop also includes multi-user accounts, auditing your books, and theft prevention. Prerequisite: Quickbooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)

8839-A894 3/28 Sa 2pm-4pm ATC 220

8830-A894 6/6 Sa 2pm-4pm ATC 220

BUSINESS FOCUS

CREATE A WEBSITE FOR FUN AND PROFIT! (5HRS)

NEW \$99

Join us and discover a step-by-step road map to create your own website for fun, hobbies or business. Determine how to choose the best web-hosting company for your needs and budget. Discover easy-to-use design tools that can build a basic site in 30 minutes! Topics include how to add a shopping cart to sell products, use Internet research tools to determine what to sell, and how to find reputable suppliers and drop shippers (so you won't have to stock inventory). Also, explore the best strategies to get your site noticed by the top search engines. Optional workbooks available for purchase during class. Taught by an award-winning instructor and published author. (Kevin Boyd)

9292-A894 5/9 Sa 9am-3pm ATC 107

**VOLUNTEER MANAGEMENT
AND TRAINING: On a budget!
(5HRS) (.5 CEUs)**

NEW \$89

Are budget challenges making it hard for your non-profit to manage and train volunteers? In this workshop-style class, you'll explore simple, cost-effective ways to manage and train the volunteers who keep your organization going. We'll discuss using the interview and expectations process to help you choose effective volunteers and keep them on target for your mission. You'll discover how to select clear outcomes for your training, and explore ways to train in-house, from the humble handout to memory aids and manuals that work. Discussion will focus on your needs, and you'll benefit from networking with other organizations facing similar challenges. (Marguerite Langlois)

9378-A894 5/15 F 1am-4pm ATC 112

CALCULATIONS FOR SUCCESS:

**Business math made easy
(3HRS) \$65**

Every company needs people who can work with numbers. While one business is weighing the pros and cons of a price increase, another may be comparing bids for an office renovation or deciding if it can afford to hire additional staff. How can any business decide what's best? It all comes down to complete, accurate information. This course is designed to review and strengthen your grasp of practical math concepts used in business settings. We'll begin by working with decimals and percentages, which are used every day to calculate markups, discounts, taxes, pay increases, bonuses, and much more. Next, we'll review the mathematical Order of Operations, basic algebra, series, and the use of logical tests. Because spreadsheets are used extensively in business, we'll show how these key math concepts can help develop that highly valued computer skill. Bring a notepad, pen or pencil, and handheld calculator. (Keith Fowler)

9905-A894 4/29 W 6pm-9pm LKH 106

9906-A894 5/6 W 6pm-9pm ATC 107

BUSINESS FOCUS ONLINE

You must have access to a PC with Internet Explorer 6.0 or its equivalent on a MAC, possess intermediate PC skills, and have an email account to participate in these courses. Please provide your email with registration.

**'GET ORGANIZED' FOR THE SELF-EMPLOYED
- ONLINE (10HRS) \$49**

There is no greater joy than the liberation of working for yourself! Whether you work five hours a week or 50, at home or in an office, it's vital to have a strong sense of organization to run your business professionally and efficiently. This online, self-paced class will give you the tools to develop a personalized, flexible system to keep your business running smoothly. You'll discover how to have time for your priorities, coordinate activities, finish projects, track expenses and tax deductions, retain information, and be ready for seasonal events. You may start this class anytime during the current term. (Beverly Schulz)

9108-A894 3/30-5/15 ARRANGED

**BUY A BUSINESS WITH NOTHING DOWN
- ONLINE (24HRS) \$69**

Tired of someone else calling the shots and limiting your earnings? How much richer would your life be if you owned your own business? Isn't it time you found out? In this online class, you will explore how to find a flexible seller, do a financial analysis, package loans, and manage cash flow. You will also discover 56 ways to leverage the purchase price, proven negotiating techniques, and the eight important sources of cash. You will have six weeks to complete the course but it is truly self-paced. (Gary Fugere)

9110-A894 4/28-6/11 ARRANGED

**HOW TO START A HOME-BASED BUSINESS
- ONLINE (24HRS) \$69**

Tired of working for someone else? Stop dreaming and start doing! This online class provides step-by-step techniques and strategies for quickly getting your business up and running. Topics include conducting market research, incorporating, licensing, filings, naming your business, becoming an independent contractor, setting prices, promoting your business, using bank accounts and credit cards, establishing IRS and home office deductions, buying a franchise, and finding small business resources including start-up capital. You will have six weeks to complete the course but it is truly self-paced. (Gary Fugere)

9111-A894 4/28-6/11 ARRANGED

**HOW TO START AN INTERNET BUSINESS
- ONLINE (24HRS) \$69**

Would you like to launch an Internet business? How much richer would your life be if you operated your own business? Join us for this online step-by-step class

that includes 'how-to' mentoring. Topics include identifying web businesses that do well, conducting market research on your idea, adding shopping carts and secure shopping for free, getting your web site online, creating strategies for getting others to pay you for advertising, bringing traffic to your site, and winning the search engine game. You will have six weeks to complete the course but it is truly self-paced. You must have access to a PC with Internet Explorer 6.0 or its equivalent on a MAC, and possess intermediate PC skills. (Gary Fugere)

9113-A894 4/28-6/11 ARRANGED

PROJECT MANAGEMENT

**PROJECT MANAGEMENT ESSENTIALS
(15HRS) \$295**

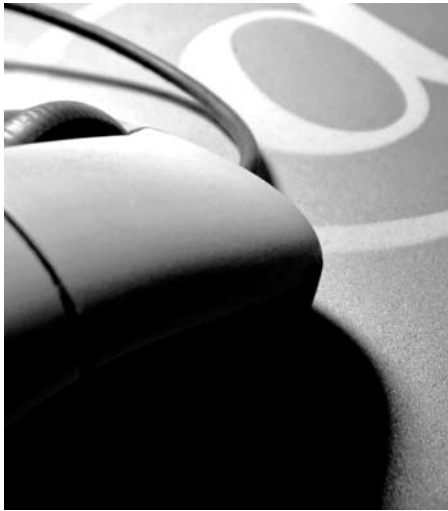
Project success doesn't just happen - it requires careful planning and effective management skills. This course will equip you with professional project management tools and techniques that you can put to use at work the next day to get your projects done on time and on budget. Course is based on the new 4th edition *Project Management Body of Knowledge (PMBOK® Guide)* principles. Workbook included (\$25 value). Optional texts; *The Guide to the Project Management Body of Knowledge (PMBOK® Guide)*, 4th ed., Publisher: Project Management Institute, ISBN: 978-1-933890-51-7, and Eric Verzuh, *The Fast Forward MBA in Project Management*, 3rd ed., Publisher: Wiley, ISBN: 978-0-470-24789-1. (Sal Thompson)

9126-A894 4/8-5/6 W 6pm-9pm ATC 214

**INTRODUCTION TO MS PROJECT 2007
(15HRS) \$195**

This course is designed for a person who has an understanding of project management concepts, who is responsible for creating and modifying project plans, and who needs a tool to manage those project plans. The topics in this course, such as working with PERT and GANTT charts, cover the critical skills necessary to create and modify a project plan file that contains tasks, resources, and resource assignments. You will create a project plan file containing tasks, organize these tasks in a work breakdown structure containing task relationships, create and assign resources, and finalize the project to implement the project plan. Textbook included (\$20 value). (Mikel Aldrich)

8815-A894 5/19-6/16 T 6pm-9pm ATC 221



Technology Focus -

Where the focus is on you!

EvCC's Corporate & Continuing Education Center offers MS Office applications workshops, Catia, Digital Photos, Quickbooks, and Quick Keyboarding to match your skill level and schedule. Attend our free information session (see schedule below).

Most computer classes are held at the Applied Technology Training Center (ATTC), located at 2333 Seaway Boulevard in south Everett (see map on the back of this schedule). However a few are held at Lake Stevens High School (marked LKH).

COMPUTER INTRODUCTORY WORKSHOPS

See the Personal Enrichment section for BLOGGING: Share your thoughts, talents, and interest and YOUTUBE: Share your videos.

In order to apply your new skills after a workshop is completed, you will need to have access to a computer with the appropriate software applications. All computer software workshops use the Windows XP operating system.

COMPUTER INFORMATION SESSION:

Making the right choices (2HRS) FREE!

Are you new to computers? Planning to purchase one? Wondering what workshops you should enroll in? Attend this free seminar and receive easy to understand help in selecting the best computer workshops to fit your skill level. Use this great opportunity to ask questions to gain the knowledge that will help you get started. Registration is not required. (Cindy Kling)

8860-A894 3/30 M 6pm-8pm ATC 113

QUICK KEYBOARDING (4HRS) \$139

Do you have difficulty using your computer and "hunt and peck" the characters because your fingers just don't know where the correct keys are? Whether for personal use or in your career correct keyboarding skills are a necessity. Discover to type the alphabet by touch (without looking at the keyboard) in just four short hours. You'll be delighted once you acquire correct keyboarding techniques including proper posture and wrist placement for a lifetime of healthy keyboarding! No prior computer knowledge or experience necessary. Typing book, colored chart, and software included (\$45 value). (Christina Kelley)

8760-A894 4/7-4/9 TTh 6pm-8pm ATC 113

WELCOME TO COMPUTERS:

Using WINDOWS XP (12HRS) \$199

Are you intimidated by personal computers? If you have limited or no computer experience then this class is for you. This newly expanded class develops your computer skills with hands-on practice beginning with the basics and essential computer concepts. You will become familiar with terminology and techniques, while exploring the wonders of the Web and E-mail. Comfortably progress through the essentials while you gain skills including opening programs, creating documents, saving your work and file management. Whether for home or business use, fundamental knowledge is essential for computer proficiency. This foundational workshop will introduce users to common software applications and discuss the various versions of the Microsoft Windows Operating System. The importance of Windows clipboard will also be demonstrated as you discover how to cut, copy and paste text within a document. This class uses Windows XP, but is also appropriate for Windows Vista, 2000, ME, and 98. No prior computer knowledge or experience necessary. Prerequisite: keyboarding skills. Textbook included (\$27 value). (Christina Kelley)

8774-A894 4/14-4/23 TTh 6pm-9pm LKH 108

8772-A894 4/18-4/25 Sa 9am-4pm ATC 113

TRANSITION TO OFFICE 2007- New features (4HRS) \$89

Whether you are new to Office 2007 or planning to upgrade from previous versions, this class is for you. Microsoft has completely redesigned the look and functionality of their Office Suite. Explore common features found in Word, Excel, and PowerPoint 2007. This workshop will introduce students to the Office button, The Ribbon, Contextual Tabs, the Mini Toolbar, Live Preview, SmartArt and the QuickAccess Toolbar. We'll also discuss the benefits of the new Open XML file format, the enhanced graphic capabilities along with many tips and tricks. Prerequisite: Welcome to Computer: Using Windows XP or equivalent. Textbook included (\$17 value). Prerequisites: Welcome to Computers: Using WINDOWS XP or equivalent experience. (Lanah Boeck)

8778-A894 5/30 Sa 9am-1pm ATC 220

COMPUTER SOFTWARE WORKSHOPS

In order to apply your new skills after a workshop is completed, you will need to have access to a computer with the appropriate software applications. All computer software workshops use the Windows XP operating system and Microsoft Office 2007 suite.



HURRY!
Classes fill quickly.
Call 425.267.0150
to register now!

WORD

WORD 2007 LEVEL I: Word processing basics (6HRS) \$125

This course is for those new to word processing and want to explore the fundamentals of Microsoft Word. Receive vital training in the basics of creating, formatting, and saving documents. Additional topics include cut, copy, and paste; font and paragraph formatting; indents; margins; and print options. Discover the organizational power of tabs and tables, and add impact by incorporating clip art. Prerequisite: Welcome to Computers: Using Windows XP or equivalent. Textbook included (\$20 value). (#8782 Mikel Aldrich; #8784 Christina Kelley; #8783 Cindy Kling.)

8782-A894	4/18	Sa	9am-4pm	ATC 221
8783-A894	5/12-5/14	TTh	6pm-9pm	ATC 113
8784-A894	4/28-4/30	TTh	6pm-9pm	LKH 108

WORD 2007 LEVEL II: Beyond Word basics (6HRS) \$125

Do you have basic word processing skills and want to know more about the exciting tips and tricks of Microsoft Word? In this course, you will discover a variety of features to become more efficient with Microsoft Word. Topics include tables to organize your information; desktop publishing and graphics; using sections and multiple columns for stunning newsletters; and developing and using templates to simplify your work. Textbook included (\$20 value). Prerequisites: Prerequisite: Word 2007 Level I or equivalent. (Lanah Boeck)

8786-A894	5/2	Sa	9am-4pm	ATC 113
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WORD 2007: Merging Word documents (Mail Merge) (3HRS) \$55

Mail merge is a powerful and useful tool of MS Word. To explore its capabilities we'll take a standard Word document and combine it with a file that contains information for many individuals or items. Then create customized versions of that document for a variety of uses. In class we'll set up and perform a mail merge to create a customized letter, list, and labels. If you'd like, bring your own address book to class and make a data source you will use over and over again. Prerequisite: Word I or equivalent. Handouts included. (Cindy Kling)

8773-A894	6/11	Th	6pm-9pm	ATC 113
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EXCEL

See the Business Focus section for CALCULATIONS FOR SUCCESS: Business math made easy.

EXCEL 2007 LEVEL I: Spreadsheet basics (6HRS) \$125

This class presents the basic concepts of spreadsheets with hands-on practice using Microsoft Excel. You will create worksheets by entering text and numbers, and then edit, save, and close the workbooks. Work with columns and rows by resizing, inserting, deleting, and using fill colors and borders. Move, copy, and automate content using cut/copy/paste, autofill techniques, and customized sheet tabs. Discover the computing strength of Excel by working with formulas and functions, and present your spreadsheet results with dynamic visual impact using Excel charts. Prerequisite: Welcome to Computers: Using Windows XP or equivalent. CALCULATIONS FOR SUCCESS: Business math made easy is highly recommended. Textbook included (\$20 value). (#8788 Christina Kelley; #8794 Mikel Aldrich)

8788-A894	5/5-5/7	TTh	6pm-9pm	LKH 108
8794-A894	5/16	Sa	9am-4pm	ATC 113

EXCEL 2007 LEVEL II: Beyond Excel basics (6HRS) \$125

You possess the basic skills of Excel and now want to produce advanced spreadsheets. Explore how to manage large workbooks by sorting columns, using headers and footers, applying advanced filters and freezing panes. Add interest to your worksheets by inserting, positioning, sizing and formatting graphics. Discover how to use multiple worksheets and link formulas. This class will also introduce you to useful functions such as PMT. Explore the basics of creating a Pivot table and a Pivot chart. Discover Excel's powerful list and database capabilities including sorting, filtering, and querying. Textbook included (\$20 value). Prerequisites: Prerequisite: Excel 2007 Level I or equivalent. CALCULATIONS FOR SUCCESS: Business math made easy is highly recommended. (#8796 Cindy Kling; #8798 Christina Kelley)

8798-A894	5/19-5/21	TTh	6pm-9pm	LKH 108
8796-A894	5/19-5/21	TTh	6pm-9pm	ATC 113

Customized Business Training



We can deliver customized training for your employees at your location or ours. Call today.

Call 425.267.0150 for a free needs assessment or visit our website www.everettcc.edu/ce

EXCEL 2007 LEVEL III:**Advanced features of Excel (6HRS) \$125**

Apply what you have learned in Excel I and II while exploring Excel's advanced features. Build a lookup function (VLOOKUP) and discover how to use Excel's auditing tools. Create and run a macro to automate routine tasks. Work with grouped worksheets, data validation, and conditional formatting. Develop a 3-D cell reference formula and a logical IF function. You'll also explore collaborating on a project using comments, the paste special command, hyperlinks, importing data from other sources in Excel, and sharing and merging workbooks. Prerequisite: Excel I and II or equivalent. CALCULATIONS FOR SUCCESS: Business math made easy highly recommended. Textbook included (\$20 value). (Cindy Kling)

8799-A894 3/21 Sa 9am-4pm ATC 113

EXCEL 2007: Excel formulas and functions made easy (3HRS) \$55

Want to use the built-in functions of Excel to easily perform complex calculations? Or run a web query to include real time information in your spreadsheet? To explore these capabilities and more, we'll develop a workbook that explores multiple budgeting options for an imaginary Australian vacation, an accounts payable worksheet, and payments on a loan. Topics will include using functions AutoSum, Pmt, Max, Min, Avg and If; including dates in calculations; using absolute and relative cell references for formulas and functions; and running Web queries to retrieve external data. Prerequisite: Welcome to Computers: Using Windows XP or equivalent. Handouts included. (Cindy Kling)

8775-A894 3/24 T 6pm-9pm ATC 113

8780-A894 6/2 T 6pm-9pm ATC 113

**EXCEL 2007: Using Excel as a database (3HRS) \$55**

Discover Excel's powerful list and database capabilities. Explore how to organize and manage worksheet information so you can quickly find data for projects, reports, and charts. We will create a database for a "business" and then summarize the information stored there in an Excel chart. Topics include creating, adding and deleting records; using AutoFilter; creating custom and advanced filters; using data validation for list entries; and creating a chart. Prerequisite: Excel I or equivalent. Math for Business and Spreadsheets highly recommended. Handouts included. (Cindy Kling)

8777-A894 3/31 T 6pm-9pm ATC 113

8781-A894 6/9 T 6pm-9pm ATC 113

ACCESS**ACCESS 2007 LEVEL I: The basics (6HRS) \$125**

This course is for those who want to explore the fundamentals of Microsoft Access and practice general database design. Discover how to make a table and enter data using various methods, including wizards and forms. Create simple and advanced queries to filter results by using specific criteria. Explore techniques to organize, sort, and extract relevant information. Present organized results attractively by using reports. Additionally, discover how to use relationships between tables to effectively synchronize the records, insuring clarity and data integrity. Prerequisite: Welcome to Computers: Using Windows XP or equivalent experience, and good working knowledge of Word and Excel highly recommended. Textbook included (\$20 value). (Cindy Kling)

8800-A894 5/9 Sa 9am-4pm ATC 113

ACCESS 2007 LEVEL II:**Beyond the basics (6HRS) \$135**

Once basic Access skills are in hand, it's time to learn more advanced tools. In this course you will customize forms in design view using multiple tables. Work with controls; inserting pictures; inserting and formatting labels, and using a combo box. Add finishing touches, such as lines, shapes, and alignment tools. Explore subforms and how to use calculated controls. Customize effective results and discover how to use switchboards and macros. We will also explore the importance of practice program integration as you import a worksheet from Excel and create a mail merge document in Word. Prerequisite: Access 2007 Level I or equivalent. Textbook included (\$20 value). (#8802 Christina Kelley; #8801 Cindy Kling)

8802-A894 3/21 Sa 9am-5pm ATC 221

8801-A894 5/30 Sa 9am-4pm ATC 113

ACCESS 2007 LEVEL III (6HRS)**\$135**

Apply what you have learned in Access I and II while exploring Access's advanced features. Explore setting up complex forms; adding a calculated control to a form; creating complex reports; analyzing report performance; creating a startup switchboard and setting security; sharing data among Microsoft Office applications; displaying Access data on the Web; and so much more. Textbook included (\$20 value). Prerequisite: Access 2007 Level II or equivalent experience. (Cindy Kling)

8821-A894 6/6 Sa 9am-4pm ATC 113

POWERPOINT**POWERPOINT 2007:****The PowerPoint advantage (6HRS)****\$125**

PowerPoint is an impressive presentation tool for work and at home. Create high-quality, attention-grabbing presentations on a PC or a laptop. Whether to keep a business meeting on track, promote a product to a client, or creatively present your vacation photos, this program is essential for professional-looking and cost-effective results. Create handouts, meeting notes, and overhead films. Design creative notices, brochures, and presentations by using a versatile combination of graphics and text. Create graphs to illustrate trends, profits, and losses. Generate your own slide show and discover shortcuts to speed up your work. Prerequisite: Welcome to Computers: Using Windows XP or equivalent. Textbook included (\$20 value). (Siri Cummins)

8804-A894 5/9 Sa 9am-4pm ATC 221

DESKTOP PUBLISHING AND GRAPHICS**PUBLISHER 2007 LEVEL I:****Desktop publishing made easy (6HRS)****\$125**

Are you looking for an inexpensive way to market your products, programs, or services? Discover how to create customized flyers and e-mail letters that will surely attract customers. Leave this class with countless ideas on how to apply Publisher's easy-to-use features to a number of publications or projects. Prerequisite: Welcome to Computer: Using Windows XP or equivalent experience. Textbook included (\$20 value). (Siri Cummins)

8785-A894 4/25 Sa 9am-4pm ATC 113

DIGITAL PHOTOS I: Cleaning up your image
(6HRS) \$125

This workshop is designed to reveal the mysteries of Photoshop as you discover how to obtain and manipulate a photographic image on a computer. Whether using a scanner, digital camera, or a Photo CD, rarely is a digital photo "just right." Enhance the company newsletter, advertisement, slideshow, or web page by learning to brighten, correct color, adjust the contrast, remove unwanted portions, and much more. You will discover when and how to use different image formats and resolutions. The Photoshop skills gained in this class will apply to other photo software as well. Prerequisite: Previous computer and mouse experience. Handouts included; practice photos are available on the Internet. (Van Aguirre)

8808-A894 5/2 Sa 9am-4pm ATC 221

DIGITAL PHOTOS II: Photoshop "WOW" techniques (6HRS) \$125

This class uncovers many of the remarkable tools and techniques that are available in Photoshop. We will cover in-depth selection procedures and tools including marquee, elliptical, freehand, polygonal, and magnetic lassos; magic wand; extract; and advanced combination methods. Controlling the tonal range and color casts of an image is practiced using RGB levels, grayscale, dodging, sponging, channel mixer, and duotones. Discover how to replace picture elements, plus embellish and correct specific aspects of an image by hands-on experience with Photoshop layers. "Bend" things around corners, transform and "nudge" objects into position. Prerequisite: Digital Photos I: Cleaning up your image. (Van Aguirre)

8810-A894 5/30 Sa 9am-4pm ATC 221

Register Early

Help prevent a class from canceling due to low enrollment. If there is enough interest early on, we may even add additional sections.

Registration is very easy. See page 38.



INTRODUCTION TO INDESIGN CS4
(16HRS) \$165

Adobe InDesign has become the desktop publishing application of choice by many professional graphic designers and production professionals. Featuring sophisticated layouts tools, automation features, and the ability to closely integrate print, online, and interactive layouts into a single file, InDesign can have a very steep learning curve. This course will lay out a clear path to the new InDesign user, with focused learning tasks designed specifically to get you working in Adobe's premier page layout application quickly. You will finish this 8 week course with a completed project in your portfolio. (James Kramer)

8847-A894 3/28-5/16 Sa 9am-11am WHI 355

INTRODUCTION TO ILLUSTRATOR CS4
(16HRS) \$165

Adobe Illustrator continues to be the industry standard application in executing vector and raster illustrations. Featuring sophisticated layouts tools, automation features, and the ability to closely integrate print, online, and interactive layouts into a single file, Illustrator can have a very steep learning curve. This course will lay out a clear path to the new Illustrator user, with focused learning tasks designed specifically to get you working in Adobe's premier illustration application quickly. You will finish this 8 week course with a completed project in your portfolio. (James Kramer)

8846-A894 3/28-5/16 Sa 12pm-2pm WHI 355

QUICKBOOKS

BOOKKEEPING BASICS
(6HRS) \$125

Whether for personal or business reasons, bookkeeping is a necessary part of life. This course is designed as an overview of key concepts, bookkeeping practices, and terminology that will help you better utilize bookkeeping software (i.e. QuickBooks, Peachtree, and others). It is not meant to teach you how to become a bookkeeper. Topics include the accounting cycle, starting with an introduction of basic accounting terms and record keeping rules. You will be introduced to double-entry accounting (debits and credits); cash versus accrual accounting; chart of accounts and ledgers; and accounts receivable and accounts payable accounting. You'll also review how to reconcile your bank account and create financial statements (profit and loss, owner's equity, and balance sheet). Handouts included. Bring notepad, hand-held calculator, and a sack lunch for the one-hour break, or drive to local restaurants. (Pat Coughlin)

8812-A894 4/18 Sa 9am-4pm ATC 115

Individualized Instruction Available



Are you too busy to attend a full workshop? Looking for software training at times that fit into your busy schedule? We can offer you individualized instruction either at your work site or in our labs.

Call 425.267.0150 for more information

QUICKBOOKS PRO 2008 FUNDAMENTALS**(6HRS)****\$145**

Get your company books open and ready for business! This workshop is filled with tips and tricks on using various versions of QuickBooks efficiently. Discover how to tailor your company preferences, walk through setting up items and services, and customize your Chart of Accounts. Manage customer and vendor lists while gaining hands-on experience with several transactions from invoices to deposits. Reconcile and balance your bank and credit card statements and explore basic reports and financial statements. Prerequisites: Basic MS Windows knowledge. Bookkeeping Basics class is not required but highly recommended. Textbook included (\$20 value). (Keith Fowler)

8814-A894 5/2

Sa

9am-4pm

ATC 220

Meet Your Instructors

BUSINESS FOCUS

Marguerite Langlois brings over 25 years of experience with training for businesses and non-profits into her classes. She has designed and managed training programs for community groups, corporations, and small businesses, and has coached instructors and trainers. She has also served as editor and consultant for Crisp Publications, a training company that distributes internationally. Her classes are active, engaging experiences, aimed at practical approaches, for any of the topics she teaches.

The Wedding Planning Institute was founded with the sole purpose of providing aspiring wedding planners with the best possible education. The Institute is dedicated to the highest standards, offering wedding planning certification, business fundamentals, continuing education classes and seminars. Our programs are created for real-world application including experiential learning. The Wedding Planning Institute (www.WeddingPlanningInstitute.com) provides the industry's premier education in the business of planning weddings and social events.

Kevin W. Boyd has been buying and selling on eBay for over seven years. As an award winning eBay Education Specialist, Kevin teaches seminars and consults with eBay buyers and sellers around the Pacific Northwest. His eBay classes have been featured in the Seattle Times as well as other Washington state newspapers. Kevin has also been profiled in several best selling McGraw Hill eBay books, and is the author of "The eBay Problem Solver" and "eBay Payday!"

QUICKBOOKS: Custom templates and mailings**(3HRS)****\$65**

Move your business beyond the basic QuickBooks Invoice, Sales Receipt, Statements, and Estimates. You will create custom forms by using the Custom Template dialog box and the Layout Organizer. Activate custom fields and use those fields in forms and reports. Discover how to access customer lists, export lists to MS Excel and create labels. Explore the QuickBooks Letter Wizard to create custom mailings for your advertisement and communications needs. Prerequisite: Quickbooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)

8828-A894 5/16

Sa

9am-12pm

ATC 220

QUICKBOOKS: Payroll (3HRS)**\$65**

Discover how to perform necessary payroll functions using Manual, Basic and Enhanced payroll features and decide for yourself, which is more suited for your company. Additional topics for this workshop will include: Washington State payroll laws and requirements, employee time tracking, setting up company and employee paid benefits, billing customers for time, setting up employees, paying employees, tracking tax liabilities, paying payroll taxes, and printing necessary forms and reports. Prerequisite: Quickbooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)

8831-A894 5/16

Sa

1pm-4pm

ATC 220

QUICKBOOKS: Custom reports and graphs**(2HRS)****\$55**

Creating the right report can be a difficult and daunting task. Every business has specific needs when it comes to accessing and displaying their data. This module will cover a range from report basics to advance customization. Explore how to run preset reports, modify reports, and export and print reports. Discover how to graphically display your data using graphs and memorize reports for later viewing. Prerequisite: Quickbooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)

8832-A894 3/28

Sa

8am-10am

ATC 220

8835-A894 6/6

Sa

8am-10am

ATC 220

QUICKBOOKS: Sales tax and inventory**(2HRS)****\$55**

This workshop will cover what you need to know regarding sales tax and inventory using QuickBooks. Discover how easy it is to set up tax items, combine tax items, and track and pay sales tax. We'll also explore how to set up tax rates and payment agencies, and access various related reports. Small businesses that work with a limited inventory will benefit from the QuickBooks Inventory feature. Discover how to set up inventory items, adjust inventory, set-up reorder points, and access various inventory reports. Prerequisite: Quickbooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)

8833-A894 3/28

Sa

10am-1pm

ATC 220

8838-A894 6/6

Sa

10am-1pm

ATC 220

QUICKBOOKS: Audit trails, theft prevention and advanced bookkeeping entries (2HRS) \$55

The workshop will cover advanced bookkeeping entries such as large purchase transactions, loans, and depreciation. You'll use Quickbooks Pro to make journal entries, adjusting entries, and discuss closing your books. We will also discuss the proper way to handle non-sufficient funds and fix common bookkeeping mistakes. Workshop also includes multi-user accounts, auditing your books, and theft prevention. Prerequisite: Quickbooks Pro Fundamentals or equivalent experience. (Handout included). (Keith Fowler)

8839-A894 3/28

Sa

2pm-4pm

ATC 220

8830-A894 6/6

Sa

2pm-4pm

ATC 220



TOURISM AND HOSPITALITY

SUPERHOST: Customer service fundamentals**(8HRS)****\$99**

Gain the skills and techniques to provide exceptional customer service.

The objectives of the SuperHost fundamentals workshop are to provide participants with an understanding of the importance of excellent customer service skills; to help participants make their communication with customers more effective and efficient; to help participants demonstrate their attentiveness to customer needs; and to provide participants with an understanding of the social and economic contribution that a healthy tourism industry makes to their communities. Bring a sack lunch or plan to drive to a nearby restaurant for the one-hour lunch break. Workbook included (\$20 value). (Staff)



8972-A894 4/17

F

8am-5pm

ATC 112

CEUs

(Continuing Education Units)

Are available for most workshops

Please make your request when you register

TRAINING FOR EDUCATORS

DESIGNING EFFECTIVE COURSES FOR E-LEARNING AND THE WEB (18HRS)

NEW \$199

Engage your students with effective and compelling courses for e-learning and the Web. This course is best suited for those who design and develop instructional or informational material for e-Learning, the Web, PowerPoint, and other delivery media. Others who can benefit are teachers, trainers, and writers who develop training and informational material. The course emphasizes Instructional Systems Design (ISD) methodologies used for gathering information, needs analysis, design, media selection, and creative media design activities. Join us as we explore examples of computer-based and Web-based course design that illustrate approaches that have been successful in the workplace. The instructor delivers the course using a pragmatic approach based on industry practices. (Ernie Thor)

9031-A894 4/14-4/30 TTh 6pm-9pm MON 210

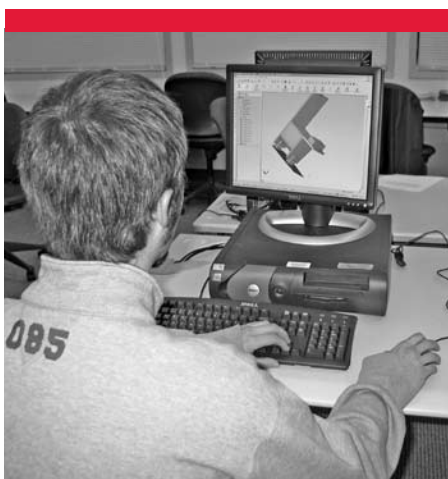
VALUES CLARIFICATION: Re-invest energy to achieve your potential (6HRS) \$129

Do you work with students or clients who face many barriers to success? Join us and discover the R.E.A.P. system to help guide your clients to a commitment of living their lives according to good character. R.E.A.P. stands for Re-investing Energy to Achieve your Potential and is a research based, interactive self-discovery experience in values clarification. You will explore stations of life concept, governing values, motivational scale concept, confidence and accomplishment paradigm and the relationship between truth and change and choices and decisions. If you work in the social service sector, criminal justice, education or with at-risk youth or adults this workshop is a must! Bring a sack lunch or plan to drive to a nearby restaurant for the one-hour lunch break. (Fredrick T. Bletson, Jr., M.A.)

9032-A894 5/16 Sa 9am-4pm ATC 104

Are you receiving funding from an agency? (Boeing, Trade Act, etc.)

If an employer, agency, or other third-party is paying your fee, do you need proof of completion? Please request proof of completion when you register.



CATIA

CATIA Version 5 (V5) is Dassault Systemes' computer aided drafting and computer-aided manufacturing (CAD/CAM) software solution that allows you to define and make the tools needed to manufacture your products. CATIA is predominately used by design, tooling, and manufacturing engineers; commercial and consumer designers; and users of other CAD/CAM software programs. CATIA enables users to tailor product development according to their industry-specific requirements. With CATIA, users simulate the entire range of industrial design processes from marketing and initial concept to product design, analysis, assembly, and maintenance. This software is the standard in the aircraft industry and widely used in the automotive industry across the U.S.

Training Designed for a Variety of Users: These courses are ideal for manufacturing engineers, commercial or consumer designers, and others familiar with 3D construction from 2D instructions (carpenters, mechanics, electricians) interested in switching to CATIA. This includes current users of CATIA V5, those using CATIA V4 who will be upgrading to V5, and other CAD/CAM users who are new to the CATIA software program.

Those new to CATIA V5 and wish to become designers should consider taking all five of the following introduction classes:

- Intro to CATIA V5
- Assembly Design Fundamentals
- Sketcher and Auto-Constraints
- Part Design Fundamentals
- Part and Product Integration

Current CATIA V5 users can enhance their skills by taking:

- V5 Surfacing Operations
- Intro to V5 Surfacing
- V5 Drafting Fundamentals
- and/or Assembly Design Advanced

Full class descriptions can be viewed at <http://v5train.com>

Training Options: You can take the classes "On Line – Self Directed" using a web-based simulation of the CATIA software (you don't have to own the CATIA software license). Or you can choose to participate in the "Boot Camp" which is a five-week hybrid class that combines online simulation with instructor-led instruction in a lab setting. Both training models use a simulated CATIA program for all or part of the training. To view and experience a sample of the training methods go to <http://v5train.com/coll/everettcc.htm> Please note that once you register and your username and password are activated, there are no refunds.

Prerequisites and Hardware and Software

Requirements: You must have a working knowledge of Windows 98 (or a later version), experience using files and folders, and basic background in CAD (desired although not necessary). You can access the training software on any computer (IBM, MAC or Linux OS) with high speed Internet connection (recommended), a browser with Macromedia Flash plug-in installed, Adobe Reader (7.0.7 or higher), an active email account, and pop-up blockers disabled.

Need a refresher? Once you have successfully completed a course, you may request a FREE retake to refresh your memory as many times as you need within a two year period. We will reset your course for FREE for 21 days

HYBRID - CATIA V5 BOOT CAMP (4.5 CEUs)

\$3,500

Obtain the fundamentals of CATIA V5 in five weeks in the "hybrid" training method that combines instructor-led sessions with web-based training. Once a week you will meet at the ATTC lab in South Everett using live CATIA V5 software. After each classroom session you'll have one week to reinforce skills using the online simulation training unit via the Internet (no CATIA license required).

Boot Camp includes the first five classes recommended for those new to CATIA:

- Intro to CATIA V5
- Assembly Design Fundamentals
- Sketcher and Auto-Constraints
- Part Design Fundamentals
- Part and Product Integrations

8761-A894	4/6-5/4 Online			
	4/6-5/4	M	5-10 pm	ATC 113
8822-A894	5/13-6/10 Online			
	5/13-6/10	W	5-10 pm	ATC 113

ONLINE – SELF DIRECTED

Study CATIA online at your own pace in the comfort of your home or work setting. The curriculum is web-based and includes video demonstrations and interactive lab exercises using the CATIA simulation program. You can enroll in and start a class at any time plus you have access to the web-based class materials for 21 days from the date of activation. If you are new to CATIA you may wish to enroll in the "Online Package" which include the first five classes, for a saving of \$200!

CATIA V5 ONLINE "PACKAGE"

(4.0 CEUs)

\$1725

Includes Intro to CATIA V5; Assembly Design Fundamentals, Sketcher and Auto-Constraints, Part Design Fundamentals, and Part and Product Integration.

9118-A894 Online

INTRO TO CATIA (.8 CEUs)

\$400

9080-A894 Online

ASSEMBLY DESIGN FUNDAMENTALS

(.8 CEUs)

\$400

9081-A894 Online

SKETCHER AND AUTO-CONSTRAINTS

(.8 CEUs)

\$400

9082-A894 Online

PART DESIGN FUNDAMENTALS (.8 CEUs)

\$400

9083-A894 Online

PART AND PRODUCT INTEGRATION

(.8 CEUs)

\$400

9084-A894 Online

DRAFTING FUNDAMENTALS (.8 CEUs)

\$400

9085-A894 Online

INTRODUCTION TO SURFACING (.8 CEUs)

\$400

9086-A894 Online

SURFACING OPERATIONS (.8 CEUs)

\$400

9087-A894 Online

ASSEMBLY DESIGN ADVANCED (.8 CEUs)

\$400

9089-A894 Online

FUNCTIONAL TOLERANCING AND ANNOTATION

(.8 CEUs)

\$400

9090-A894 Online

WIREFRAME FUNDAMENTALS (.8 CEUs)

\$400

9091-A894 Online

GEOGRAPHIC INFORMATION SYSTEMS

APPLICATIONS IN GEOGRAPHIC INFORMATION SYSTEMS (GIS 205)

(50HRS) (5 credits)

\$492

An extension of GIS 201. Course focus is on applying spatial analysis techniques, different methods of data input, advanced display techniques with 3D imagery, and working with software programming. This is a hybrid class; a portion of the work is done online. You must have reliable internet access or you may use the EvCC open student computer lab. Class meets twice per week on campus. See page 10 for more information. Self-support, non-tuition class; class cost \$492; an additional technology fee may also apply. Class begins March 30 and ends June 8. Payment is due at time of registration. Last day to register: March 24. Last day for 100% refund: April 3. There is no 50% refund option. You can enroll online or in the Enrollment Services office located in the Jackson Center on or after March 6. (Kerry Lyste)

9683-A894 3/30-6/8 MW 12pm-3pm GWH 164

INTERNSHIP IN GEOGRAPHIC INFORMATION SYSTEMS GIS 250

(1-5 credits)

\$78

Supervised work experience; may be with a qualified employer or in a project with a public or private agency. Students must have completed most of the required coursework and receive instructor permission. It is the student's responsibility to obtain the internship. Performance will be evaluated by the college instructor and the internship supervisor. This course is a self-support, non-tuition class; class cost is \$78 per credit; an additional technology fee may also apply. Payment is due at time of registration. Last day for 100% refund is 4 days after student's original registration. There is no 50% refund option. You cannot use the mail-in registration form to enroll in this class. Prerequisites: Instructor permission required. Prerequisites: Instructor permission required. (Kerry Lyste)

9681-A894

ARRANGED

OFF SITE

CATIA V5 Training Rich with Content



EvCC Corporate & Continuing Education Center offers Catia V5 training with two models for you to choose from. You can study at your own pace in the comfort of your home or work setting with the online model. Or attend the Hybrid Catia V5 Bootcamp and experience a combination of online simulation, instructor lecture, and discussion. To view and experience a sample of the training methods go to <http://v5train.com/coll/everettcc.htm>

Call 425.267.0150 for more information
or see page 11



MANUFACTURING

CERTIFIED IN PRODUCTION AND INVENTORY MANAGEMENT

EvCC's Corporate and Continuing Education Center has collaborated with the Puget Sound Chapter of APICS (Advanced Production, Innovation, and Competitive Success) to offer courses in Certified in Production and Inventory Management (CPIM), an internationally-recognized business and manufacturing logistics certification program. Employees of Fortune 500 companies such as Boeing, IBM, Microsoft, and Hewlett-Packard have benefited from this course series. Using a business-process approach to instruction, the CPIM program integrates five modules in a progression of increasing scope and rigor. Courses include Basics of Supply Chain Management, Master Planning of Resources, Detailed Scheduling and Planning, Execution and Control of Operations, Strategic Management of Resources, and APICS Supply Chain Professional.

For more information visit the APICS-NW web site at www.apics-nw.org. You must register through EvCC Corporate and Continuing Education Center to receive Continuing Education Units (CEUs).

BASICS OF SUPPLY CHAIN (30HRS) (3.0 CEUs) \$395/\$545

Introductory course for production and inventory management personnel and CPIM candidates. This is an overview of the principles and concepts for planning and controlling the flow of materials from start to finish within a manufacturing or logistics-oriented organization. Topics include the types of manufacturing systems; relationships among forecasting, master planning, material requirements planning, production activity control, and purchasing; inventory storage and management; and just-in-time manufacturing. Also includes preparation for APICS-CPIM certification examination. Textbook included. Class fee: \$395 for APICS members (#8848), \$545 for non-members (#8849). APICS testing fee is not included in this class fee. Class will not meet on 5/25/09. (APICS Staff)

8848-A894	4/6-6/15	M	4:30pm-7:30pm	ATC 115
8849-A894	4/6-6/15	M	4:30pm-7:30pm	ATC 115

STRATEGIC MANAGEMENT OF RESOURCES (27HRS) (2.7 CEUs) \$395/\$545

This capstone course in the CPIM series explores relationships of existing and emerging technologies and processes to manufacturing strategy and supply chain-related functions. Three main topics are: aligning resources with the strategic plan, configuring and integrating operating processes to support the plan, and implementing change. Textbook included. Class fee: \$395 for APICS members (#8854), \$545 (#8855) for non-members. APICS testing fee is not included in this class fee. (APICS Staff)

8854-A894	4/7-6/2	T	4:30pm-7:30pm	ATC 115
8855-A894	4/7-6/2	T	4:30pm-7:30pm	ATC 115

Meet Your Instructors

COMPUTER GRAPHICS

James Kramer is a freelance graphic designer, specializing in the design and production of technology books. For 13 years Jim was the book designer within the user education and book publishing division at Microsoft Corporation, where several of his book designs were honored by the Society for Technical Communications for excellence.

HYPNOTHERAPY

Ron Stubbs is a nationally-known author, advanced clinical hypnoterapist, and stage hypnotist. He is the U.S. Director for the Association of Professional Hypnotists and Psychotherapists and is one of the only five instructors in the United States to be accredited by the association. He is also the President of Island Productions and Islelife Hypnosis. His websites are www.ronstubbs.com and www.hypnodude.com.

CERTIFICATION

"I Know CPR" is a successful training company that has provided services in the Puget Sound area since 1996.

Michelle Foy has been a flagging instructor since 2002 and teaches throughout the greater Puget Sound area. She was an active flagger for more than 15 years. Her goal now is to train and inform future flaggers of the rules and guidelines in Traffic Control and Flagging.

Are you New to Computers?

Join this free seminar and receive easy to understand help in selecting the best computer workshops to fit your skill level. Use this great opportunity to ask questions to gain the knowledge that will help you get started.

March 30th, Monday 6pm – 8pm ATC 113

Call 425.267.0150 for more information or see page 6



COMMUNICATIONS

See the Caregiving section for Great Communication is Simpler Than You Think.

COMMUNICATION FOR SALES AND SERVICE (3HRS) \$89

When everything else is equal (similar cost, product and general location), customers do business with the person who listens to them and understands their specific needs. Develop these skills and you'll be way ahead of the pack. Discover how to describe the uniqueness of your product or service in such a way that YOU become their only choice! This class is the perfect combination of communicating with confidence and sincerity while using practical business sense to get more sales and referrals. (Pamela Ziemann)

9029-A894 4/28 T 6pm-9pm BAK 110

Meet Your Instructors

FINANCIAL MANAGEMENT

Thor McClrath, CFM has over thirteen years of experience educating people on retirement planning. He is a certified financial planner as well as a certified instructor with The Financial Educators Network, a national financial education service based in Portland, Oregon.

TRAINING FOR EDUCATORS

Fredrick T. Bletson, Jr., M.A. has more than 30 year's experience working with organizations and individuals in training for success. He directed the Employment and Training Department for Seattle's oldest anti-poverty program and was the Project Coordinator for a national at-risk youth vocational training and life skills development program. He has conducted trainings for high schools, community colleges, universities, DSHS, Employment Security, Dept. of Corrections, and many other private/public organizations throughout Oregon and Washington.

Ernie Thor has been using instructional design methodologies for 30 years designing and developing creative instructional and marketing media for film, Instructor-led, video, computer-based programs, and e-learning. He has five years experience in classroom instruction for community college and college level courses. Ernie presently holds a fulltime position with a major wireless telecom as Senior Instructional Designer where he develops technical training for e-learning and a number of other delivery methods. Thor is a graduate of San Francisco State University and has an MA in Education with an emphasis in instructional design, a BA in Film Production, and an AA degree in Photography and Film from De Anza Community College.



REAL ESTATE

REAL ESTATE FUNDAMENTALS (60HRS) (6 CEUs CEUs) \$299

This real estate course satisfies Washington State's pre-license education requirement and helps you prepare to take the Washington State Sales Person Licensing Exam. This course is offered in collaboration with CENTURY 21 North Homes Realty, Inc. The material is presented using either live lecture and discussion (\$299) or online (\$249). Topics are broken down into module format so you can start your studies at any time during the quarter. The course can be completed in ten weeks, two nights per week. The online format is at your own pace through home study and is PC Windows-based (not Machintosh compatible). You must complete 60 hours of study and all 20 sessions within 180 days. Fee includes textbook, (\$46.95 value), classroom materials, and access to mock exams. You may purchase an optional study guide (\$15) from the instructor. Classes are held at the Lynnwood location. You may choose when you would like to begin the course. Map and driving directions mailed with registration confirmation. Once you register for this course there is no refund option. (Linda McLaughlin)

9158-A894 ARRANGED LYNNWOOD
9159-A894 ARRANGED ONLINE

Are you receiving funding from an agency? (Boeing, Trade Act, etc.)

If an employer, agency, or other third-party is paying your fee, do you need proof of completion? Please request proof of completion when you register.

HOME AND GARDEN

KITCHEN DESIGN AND REMODELING: From a designer who loves to cook (2.5HRS) \$25

Thinking about remodeling or designing your dream house? The kitchen is one room you'll use several times each day, and it should be functional as well as beautiful. Come with notepad and questions, and be prepared to talk about cooking, design layout, appliances, counter surfaces, flooring, lighting, and ventilation. Gary's light-hearted approach and anecdotes will stir your imagination and help you turn your dreams into realistic plans. (Gary Hartz)

9132-A894 4/6 M 6:30pm-9pm MON 101
9133-A894 6/4 Th 6:30pm-9pm MON 101

GARDENING AROUND PUGET SOUND

John Willson is the head gardener and founder of Swede Hill Dahlia and Sunflower Farm, a popular Whidbey Island nursery, specializing in field grown and greenhouse dahlias. Starting with just a five gallon bucket of tubers ten years ago, the family run farm now digs and divides about 3000 tubers, roots 800 greenhouse cuttings and harvests well over 10,000 stems for the fresh flower market.

GARDEN TO VASE: Growing beautiful dahlias made easy (2.5HRS) **NEW** \$39

Dahlias are a well-established favorite among many Northwest gardeners. An enormous range of color, form and size make dahlias a popular choice for a garden of any kind. With more than 50,000 registered dahlia cultivars in 570 classes, learning to choose, cultivate and harvest the flower can prove to be a challenging experience for beginning and expert gardeners alike. Join us and we'll unravel the myths on dahlia gardening. Fee includes all class materials; you may purchase from the instructor optional dahlia cuttings and book (value \$4-\$10 each). (John Willson)

9454-A894 4/9 Th 6:30pm-9pm ATC 104





GARDEN TO VASE:

Growing beautiful sunflowers made easy (2.5HRS)



\$39

Sunflowers have never been so popular as they are today. An enormous range of color, form and size make sunflowers a popular choice for many gardens. With more than 150 sunflower varieties and as many as 10 new breeds being introduced each year as perennials as well as annuals, learning to choose, cultivate and harvest the flower can prove to be a challenging experience for beginning and expert gardeners alike. Join us and we'll unravel the myths on sunflower gardening. Fee includes all class materials; you may purchase from the instructor optional materials and book (value \$4-\$10 each). (John Willson)

9455-A894 4/16 Th 6:30pm-9pm ATC 104

CULINARY ARTS

DOMINICAN REPUBLIC COOKING AND CULTURE (3HRS)



\$59

Explore the exotic island of the Dominican Republic and the inspiration for its cuisine. Bring the warmth and spices of Caribbean cooking to your kitchen. We will prepare a whole meal from appetizer to dessert while the rhythm of Merengue music plays in the background. Discover how easy it is to make exotic dishes such as Maduros and Moro de Frijoles Negros. We will also discuss the foods of the island and native traditions and culture. The instructor Francis Garcia is a native Dominican who has enjoyed the art of cooking from a very young age. (Francis Garcia-Fritts)

9172-A894 5/2 Sa 12pm-4pm NBI

TEA TASTING FOR TEA ENTHUSIASTS (2.5HRS)

\$49

Come and sample favorite premium quality tea blends as well as outrageously expensive exotic teas from around the globe - some valued as high as \$160 per pound! Explore how to select, store, and serve a properly brewed cup of tea. Discover the rich history of the tea trade from the origins in China to the British influences of today. Class includes a formal tasting of several rare and exotic tea types while discussing the pairing of foods with tea and the proper etiquette accompanying the tea ceremony. Handouts included. For more information visit www.yourcupoftea.org. (Susan Springer, CFCS)

9257-A894 4/18 Sa 10am-12:30pm BAK 103

AFTERNOON TEA AND ETIQUETTE (2HRS)

\$49

The ceremony of afternoon tea was started in 1840 by Anna, the seventh Duchess of Bedford. Tea progressed from a simple "drink with jam and bread" into a full-blown social event. Explore the latest in social etiquette with an appreciation of the cultural and historical significance of tea. Discover how to brew a perfect pot of tea, how to finesse the tea time foods, and to avoid membership in "the tea drinkers Hall of Shame." You will enjoy a tea etiquette presentation in the Victorian and English traditions and discover the differences between a formal teatime experience and a family tea. Also, see a demonstration of antique and unusual teatime accessories; get practical tips on what to have on hand for your next tea party, as well as where to purchase both antique and modern teatime equipment. Handouts included. For more information visit www.yourcupoftea.org. (Susan Springer, CFCS)

9258-A894 5/21 Th 6:30pm-8:30pm MON 101



FINANCIAL MANAGEMENT

RETIREMENT UNLIMITED:

Protection strategies to help secure your future (7.5HRS) **\$49**

What are the barriers standing between you and a financially secure retirement? This course takes you beyond basic retirement strategies to help you recognize and break through these barriers and more! You'll examine common retirement concerns in America and discover surprising facts about retirement, critical questions to ask yourself about your retirement future, and how to grow your money. We'll also discuss how to protect your assets, especially your 401 (k) plan and what to do if your company downsizes and declares your pension plan bankrupt. This course has been carefully designed to provide current and comprehensive information, without overloading you with unnecessary financial jargon. Come alone or bring your spouse or partner. Price is per couple; both partners must register. (A. Sean Bailey, CFP®)

9034-A894 4/16-4/30 Th 6:30pm-9pm MON 220
9036-A894 4/18-5/2 Sa 9:30am-12pm MON 220

RETIREMENT PLANNING FOR TODAY:

Strategies for babyboomers (6HRS) **\$49**

What do you want to accomplish during your retirement years? Travel? Volunteer or work part-time? Pursue hobbies or follow a forgotten passion? Many of us see ourselves living our retirement years in a much different way than our parents did. To prepare for your retirement, you need a clear idea of your lifestyle goals. In this workshop you will explore your personal values and objectives as you define your long-term retirement goals. Course includes a 235-page workbook with examples and illustrations. This workshop will change your whole approach to planning for a fulfilling and enjoyable retirement. Come alone or bring your spouse or partner. Price is per couple; both partners must register. (Thor McIlrath, CFP®, Registered Investment Advisor)

9140-A894 5/7-5/14 Th 6:30pm-9:30pm MON 101
9142-A894 5/12-5/19 T 6:30pm-9:30pm MON 101

FINANCIAL PLANNING FOR WOMEN (10HRS)

\$45

This class is designed specifically for women, by women. Discover how easy it is to save, invest, and work toward your financial goals. Whether you're just starting out or want to explore new options, this class will give you real-world strategies that are easy to follow. (Diana Jackson)

9880-A894 4/7-5/5 T 6:30pm-8:30pm BAK 202

CAREGIVER TRAINING

These courses fulfill the Washington State requirement of ten hours of continuing education for caregivers; however, they are open to anyone.

DEALING WITH GRIEF AND LOSS (10HRS) \$43

Facing the loss of a loved one and dealing with the associated grief is one of life's most difficult situations. Whether for yourself or for someone else, this workshop will help you identify the stages of the dying process, ways to assist clients with comfort care, resources available in the community, and how cultural diversity affects the dying process. (Terry Miller)

9482-A894 4/7-4/9 TWTh 6pm-9:30pm BAK 110



GREAT COMMUNICATION IS SIMPLER THEN YOU THINK (10HRS)

\$43

Discover how to speak as well as how to listen. Communication is an everyday occurrence and good communication will enhance your life by decreasing stress, diverting arguments, and saving time. You will explore different modes of communication as well as effective communication, listening, and conflict management skills. (Terry Miller)

9470-A894 4/28-4/30 TWTh 6pm-9:30pm BAK 110

OUTSMART STRESS! (10HRS) \$43

Life is stressful, but it doesn't have to be. You can outsmart stress by learning strategies to reduce stress, ways to cope when stressful situations occur, how to identify positive vs. negative stress, and tools you can use to manage stress. You will also discover how to share your stress management techniques with others. Your life can be stress-free! (Terry Miller)

9490-A894 5/12-5/14 TWTh 6pm-9:30pm BAK 110

THE THREE D'S: Depression, dementia, demanding (10HRS) \$43

In this workshop you will define the meaning of depression, dementia and demanding behavior in clinical terms. Then we'll examine the treatments, medications, and interventions that will help clients live to the best of their abilities. Communication techniques to improve client interaction will also be covered. (Terry Miller)

9464-A894 6/2-6/4 TWTh 6pm-9:30pm BAK 110


CERTIFICATION AND LICENSING

See the Medical and Health Fields section for Veterinary Assistant, Nursing Assistant Certified and CPR: Basic life support for the healthcare provider.

AUTOCAD 2009- ONLINE (150HRS) \$1995

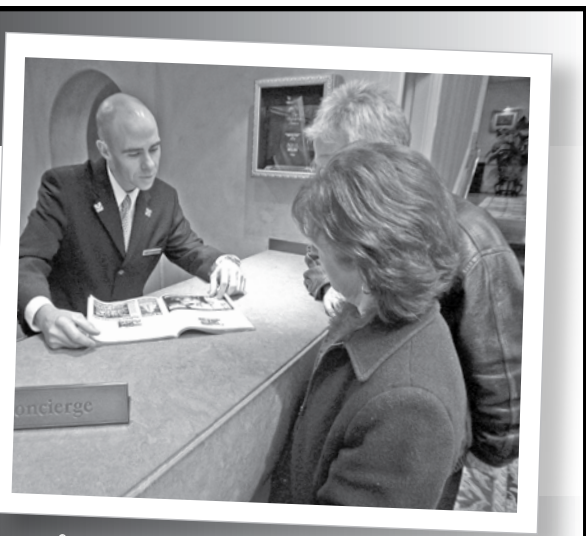
AutoCAD is now the leading program for computer-aided design throughout the world. It is an essential tool in many industries, including mechanical and civil engineering, architecture, facilities planning and management. More employers use it, and need workers skilled in it, than any other CAD system – an now you can experience it online. The AutoCAD 2009 program takes a step-by-step approach to mastering AutoCAD 2009, starting with a few basic tools to let students create and edit a simple drawing, and then gradually introducing more advanced tools. Examples and practice exercises are taken from a variety of the fields where AutoCAD is used. This program begins by focusing on basic 2D drawing and editing tools, objects on layers, text, and basic dimensions. Once the student masters the basic skills, they will move on to explore efficiency tools, complex objects, using external reference/image files, advanced plotting, enhancing productivity with simple customization. Students will receive the required textbook and a 13-month student license for AutoCAD 2009. Upon registering, you are given an initial nine months to complete the program. Should you need more time, you may request a 6-month course extension at no additional charge. Please note: Once the course is accessed either by requesting materials or viewing lessons, there are no refunds.

9910-A894 ARRANGED



SuperHost

Washington State serves as the gateway to British Columbia and the Games with an estimated 140,000-190,000 visitors passing through. SuperHost training is an ideal tool to prepare your tourism, retail, and service industry workforce for the 2010 Winter Olympic and Paralympic Games.



See class schedule on page 10 or call 425.267.0150 for more information

COMPTIA™ A+ CERTIFICATION TRAINING**- ONLINE (320HRS)****\$1695**

This entry-level program is designed to prepare students for the CompTIA A+ Certification with IT Technician designation. This credential validates the latest skills needed by today's Computer Support Professionals and is the skills benchmark that provides an entry point into an IT career. It is highly recognized for excellence in computer hardware and operating systems covering skills such as installing, upgrading, building, repairing, configuring, troubleshooting, optimizing, diagnosing, and preventative maintenance, with additional elements of professionalism and communication and security. This program is comprised of two modules. The CompTIA A+ Certification: Essentials module provides students with the knowledge of basic hardware, operating systems, and elements of security and soft skills. The CompTIA A+ Certification: IT Technician module is appropriate for those who work, or plan to work, in a mobile or corporate technical environment, or hold a position characterized by a high-level of in-person client interaction. Upon successful completion of this program, the student should be prepared to take CompTIA A+ Certification: Essentials (Exam 220-601) and CompTIA A+ Certification: IT Technician (Exam 220-602). The original course length is 6 months. If you need more time, you will receive a 4-month extension at no charge. Please note: Once the course is accessed either by requesting materials or viewing lessons, there are no refunds.

9911-A894

ARRANGED

EVENT MANAGEMENT AND DESIGN**- ONLINE (300HRS)****\$1895**

This exciting online program is structured to provide both practical knowledge and a comprehensive understanding of the modern special event industry. This course will prepare you to enter the profession with an understanding of the industry, or help you advance if you're already working in events. Students will build the foundation which you can use to build a career in special events or start your own special event business. This program is split up into two modules: Special Event Management and Special Event Design and Decoration. Each module includes multiple units complete with interactive media-rich presentations. Please note: Once the course is accessed either by requesting materials or viewing lessons, there are no refunds.

9912-A894

ARRANGED

WEDDING PLANNING CERTIFICATION:**Making dreams come true (40HRS)****\$995**

In this eight-week program, students will gain the tools necessary to successfully grow and run a professional wedding planning business. This course is perfect for individuals looking to start their own wedding planning business, work in an existing business, or just plan weddings part time. This hands-on program covers everything a wedding planner needs to know, including managing contracts and vendors; wedding styles, themes, customs, and etiquette; types of services and revenue streams; sales and marketing; industry business practices and application; current bridal trends and fashion; and much more. Students will also have the opportunity to participate in real local weddings and meet with local industry vendors for additional hands-on experience. All textbooks and materials are included in the cost of the course (\$199 value). You must provide your email address at the time of registration. (The Wedding Planning Institute)

9039-A894 4/7-5/28 TTh 6:30pm-9pm BAK 113

FLAGGER CERTIFICATION (6HRS)**\$59**

This course fulfills the WA State training requirements for certification as a flagger. Course consists of lecture, slide presentation, and mock traffic situations. You will receive a certification card validated for three years. You must be 18 years of age or older. There is a half-hour lunch break and you are encouraged to bring a sack lunch. Pre-registration is required at least three days before class start date; however, it is recommended you register two weeks in advance. Payment is due at the time of registration. Note: We can also arrange a class for your employees at your business or at our training site. Call us for more information at 425-267-0150. You are viewing the winter 2009 schedule. There is a fall section available 11/29/08, 8am-2:30pm. Item #9196-A892. (Staff)

9196-A894	3/28	Sa	8am-2:30pm	IND 115
9192-A894	4/11	Sa	8am-2:30pm	IND 115
9193-A894	4/25	Sa	8am-2:30pm	IND 115
9194-A894	5/9	Sa	8am-2:30pm	IND 115
9195-A894	5/30	Sa	8am-2:30pm	IND 115
9190-A901	6/13	Sa	8am-2:30pm	IND 115
9191-A901	6/27	Sa	8am-2:30pm	IND 115

*Meet Your Instructors***MEDICAL AND AND HEALTH FIELDS**

Kate Bowditch, MA, LMHC, is a Licensed Mental Health counselor in private practice in Everett, WA. She specializes in issues of depression, life crisis and self-understanding. Her strengths include a thorough understanding of short term counseling techniques, and her teaching ability. She has a long history with the Volunteers of America Care Crisis Line as a Triage Supervisor, and has worked for Magellan Corporation as an outreach crisis intervention specialist.

HEALTH AND WELLNESS

Indigo has studied body movement and anatomy for 12 years. Her studies have been concentrated in dance, belly dance and yoga. Through her studies she has developed her own style and specialties of yoga include Hatha, Kundalini and Pre-Natal Yoga with studies of Ayurveda. Indigo loves incorporating Ujj breathing into yoga and the simple manners in which Yoga can help your life. For more info about Indigo please visit www.indigodance.net

Denise Holz is a nutritionist and a certified professional coach. In her business, Weight Loss Coach, she integrates life coaching with nutrition counseling. Denise partners with women to empower all aspects of their lives so their weight loss is permanent and a natural result of their inner transformation.

Kathy Heffernan is a Reiki Master Teacher and Practitioner, registered with the International Association of Reiki Professionals. She is the founder of Tree of Life Reiki Training Program which provides comprehensive reiki training to healthcare professionals and others in the community interested in learning about this simple, yet profound healing system. She brings to her work five years as a hospital chaplain in which she provided support to cancer patients with her reiki practice. She currently has her own counseling and reiki practice integrating reiki, meditation, expressive art and guided visualizations with her clients.

Terry Miller has a BA in sociology, a MA in human services development, and a MS in gerontology and social work from the University of Oregon with 18-year's experience as a geriatric social worker. She is currently a social worker at Bethany at Pacific. Terry's students are inspired by her enthusiasm and love of teaching.

Meet Your Instructors

HOME AND GARDEN

John Willson is the head gardener and founder of Swede Hill Dahlia and Sunflower Farm, a popular Whidbey Island nursery, specializing in field grown and greenhouse dahlias. Starting with just a five gallon bucket of tubers 10 years ago, the family-run farm now digs and divides about 3000 tubers, roots 800 greenhouse cuttings and harvests well over 10,000 stems for the fresh flower market. A former elementary school principal and award-winning photographer with Boeing Museum of Flight, John and his wife Kathy have been widely published. Their images have appeared on many greeting cards, and in books and magazines – most recently on the cover of Nikon World International Calendar. The Willson's are active members with The American Dahlia Society, The Northwest Federation of Dahlia Growers and The Puget Sound Dahlia Association, where John serves as Program Chairman and Trustee.

Gary Hartz studied design in Charlon-SurSaone, France and worked in New York and New England on the homes of Oprah Winfrey and Susan St. James. He has been in the kitchen design business for 20-plus years and brings an interesting twist to making your home what you want, not what someone is willing to build for you.

COMMUNICATIONS

Pamela Ziemann has been teaching communication skills since 1996 throughout the United States, Canada and Australia. She teaches cutting edge techniques for the new "sales speak" and understanding how customers want to be spoken to. She has been successfully self-employed since 1985 as a real estate appraiser and since 1996 as a Presentation Skills Trainer and Consultant. For more information go to www.pamelaziemann.com.

WORLD INSTRUCTOR TRAINING SCHOOL (W.I.T.S.)

Fitness professionals are in demand and our local market is no exception! EvCC is now a host site for the World Instructor Training School (W.I.T.S.). W.I.T.S. has been providing quality training and testing since 1995 and is now pleased to announce that college credits are now available for most of their courses. The American Council on Education, the major coordinating body for all the nation's higher education institutions, has made it possible for W.I.T.S. graduates to apply the credits towards their degree of physical education or exercise science. If you want a real learning experience and time to develop your skills, we have the class for you. For more information about the fitness professional industry and available careers contact W.I.T.S. at 1-888-330-9487.

PERSONAL TRAINER NATIONAL CERTIFICATION (36HRS) \$499

Whether for a career move or for your own personal knowledge, get all the information you need to become a Certified Personal Trainer. Fifteen hours of hands-on practical training prepares you to work with clients one-on-one. Fifteen hours of lecture includes anatomy, exercise physiology, nutrition, muscle and skeletal injuries, and health screening. The National Exam is held on the sixth week. You will then participate in a 20-hour internship program where you will have the opportunity to network with employers and get valuable experience applying your skills. You will receive your national certification after you have successfully completed the national exam, your internship, and proof of CPR. This course will also help you prepare for the National

Boards, an optional exam and credential of distinction. For more information go to the following website: www.witsexducation.com. To order required textbook go to www.witsexducation.com or call 1-888-330-9487. It is recommended you order your textbook early and study the material immediately as this is a challenging course for the novice. (Cost: \$77.97). Class meets 9am-noon at the Applied Technology Training Center (ATTC) and 1-4pm at Miekko's Fitness in south Everett. Class will not meet on 5/23/09. (Staff)

9205-A894 5/2-6/13 Sa 9am-12pm ATC 115



HYPNOTHERAPY CERTIFICATION

This three-quarter class series, Basic, Intermediate, and Advanced Hypnosis (one 50-hour class per quarter) is designed to prepare those who wish to become a certified hypnotherapist or counselor, and for existing counselors, medical/dental professionals, and other practitioners wishing to incorporate hypnosis in their current practice. It is also ideal for those interested in hypnosis and/or self-hypnosis for personal growth. This is a hands-on, experiential training that will give you the skills to determine what creates the environments for healing and personal growth for your clients, and to confidently take clients through the next steps in their growth process. Approximately 20 hours of additional work is required outside of class consisting of self-study, several scripts, a 2,500 word essay, and a book report. These courses meet the national and international standards and are approved and accredited by the Association of Professional Hypnotists and Psychotherapists.

Energize yourself and others

Fitness professionals are in demand and our local market is no exception. Young and old are choosing a healthy lifestyle and seeking the expertise of personal trainers. Sign up for our trainer certification class and start a new career!



Call 425.267.0150 for more information or see this page

**ADVANCED HYPNOTHERAPY
(50HRS)**

\$425

This is the third of the three-course series for those who wish to become professional hypnotherapists and counselors. Explore proven techniques in working with children, weight loss, chronic illness, fibromyalgia, tinnitus, and smoking cessation. Combine neuro linguistic programming (NLP) with hypnosis to give you the edge in your field. Other topics will include non-verbal communication, hypnodonics, hypnoanalysis, REM therapy, past-life regression, and how to increase your client base. Handouts included. You can purchase the required texts *Transformation* (\$39.95) and the *New Hypnotherapy Handbook* (\$49.95) at www.ronstubbs.com. (Ron Stubbs, Cht, RC, CI)

9403-A894 4/7-5/26 T 6pm-9pm ATC 115

**WORLD LANGUAGES,
CULTURE AND TRAVEL**

EvCC's Northwest Language Center (NLC) specializes in the languages and cultures of European, Central American, and Latin American countries as well as American Sign Language. Services include customized on-site language instruction, translation and interpretation for the business community, language tutoring, country-specific cross-cultural training, and international student exchanges with Germany and Mexico.

The Nippon Business Institute (NBI) Japanese Cultural and Resource Center offers language and cultural enrichment workshops through the Corporate and Continuing Education Center department specializing in Japanese and Chinese languages and culture.

ASL

**AMERICAN SIGN LANGUAGE (ASL)
CONVERSATION AND CULTURE - LEVEL I
(10HRS)**

\$99

Do you have a deaf friend, co-worker, or family member you want to talk with using "their" language? American Sign Language (ASL), a common sign language used by the deaf, is fun and exciting to learn. Through role-playing, dialogue, and games, you will begin to learn a new language while exploring the deaf culture. Course includes finger spelling and basic ASL words and phrases. Adults and youth 16 and older welcome. Note: this class is taught by a deaf instructor; however, an ASL interpreter will attend the first class session. This class is non-credit. Required textbook can be purchased at the EvCC Bookstore (Ken Mikos, *Signing Naturally* Level 1 Workbook and DVD, Publisher: Dawn Press, ISBN: 9781581211276). (Nick LeFors)

9220-A894 4/14-5/12 T 6pm-8pm BAK 208



**AMERICAN SIGN LANGUAGE I
(ASL& 121) (50HRS) (5 credits)**

\$390

Beginning sequence of courses in American Sign Language (ASL), a visual and gestural language used by Deaf people. These courses are intended to introduce you to the grammar and vocabulary of ASL while focusing on beginning conversational skills. Introduction to the history and culture of those who identify themselves as Deaf. The focus of this course is ASL, and its construction, use and value to the Deaf community. This course will encourage small and large group activities with exposure to Deaf culture. (Formerly ASL 101). Self-support, non-tuition class; class cost \$390; an additional technology fee may also apply. Class begins March 30 and ends June 8. Payment is due at time of registration. Last day to register: March 24. Last day for 100% refund: April 3. There is no 50% refund option. You can enroll online or in the Enrollment Services office located in the Jackson Center on or after March 6. (Peggy Lee LeFors/Linda Bontrager)

9693-A894 3/30-6/8 MTWTh 1pm-2pm BAK 205

**Develop balance, grace, and
self-discipline of body and mind.**

Explore ancient eastern martial arts. Develop a new sense of self through the exhilarating and unique forms of Iaido, Aikido or Kendo.



Call 425.267.0150 for more information or see page 32

AMERICAN SIGN LANGUAGE IV

(ASL& 223) (50HRS) (5 credits)

\$390

Continuation of ASL 222 at the intermediate level focusing on ASL fluency, ability to narrate events, make suggestions and requests, talk about and describe activities, family members, etc. and further improving on these skills. PR: ASL 121 or equivalent. Self-support, non-tuition class; class cost \$390; an additional technology fee may also apply. Class begins March 31 and ends June 4. Payment is due at time of registration. Last day to register: March 25. Last day for 100% refund: April 3. There is no 50% refund option. You can enroll online or in the Enrollment Services office located in the Jackson Center on or after March 6. (Linda Bontrager/Peggy Lee LeFors)

92700-A894 3/31-6/4 TTh 7pm-9:30pm BAK 205

FRENCH

FRENCH CONVERSATION AND CULTURE

- LEVEL I (10HRS)

\$99

In this beginning French class you will explore this beautiful language in a fun and relaxed atmosphere! By the end of the class you will be able to form simple sentences, make small talk with a friend, order food in a restaurant, identify everyday objects, and understand some of the French customs. Required textbook can be purchased at the EvCC Bookstore (Rudi Kost/Robert Valentin, *French Visual Language Guide*, Publisher: Barron's, ISBN: 0764122819). (Staff)

9221-A894 3/31-4/28 T 7pm-9pm BAK 102

FRENCH CONVERSATION AND CULTURE

- LEVEL II (10HRS)

\$99

In this second level of our beginning French class, you will reinforce your basic knowledge of this beautiful language in a fun and relaxed atmosphere! You will also improve your communication skills. By the end of the class you will be able to maintain a simple conversation about daily routines and events. Prerequisites: French Level I or instructor permission. Textbook is the same as Level I. (Staff)

9222-A894 5/5-6/2 T 7pm-9pm BAK 211

ITALIAN

ITALIAN CONVERSATION & CULTURE

- LEVEL I (10HRS)

\$99

This is an excellent course for those planning a trip to Italy or who are just interested in learning about Italian language and culture. You will explore Italian phonetics and correct pronunciation. Although essential grammar will be covered, the aim of this course is to enable you to express simple everyday phrases in Italian, including introducing yourself, asking directions, and describing people. Cultural topics of discussion will include greetings in Italian, the Italian school system, and young people in Italy. Required textbooks can be purchased at the EvCC Bookstore (Marcel Danesi, *Italian Now!*, 3rd Edition, Publisher: Barrons Educational Series, ISBN: 0764130730 and Marcel Danesi, *Italian On the Go with Audio CDs*, 3rd edition, Publisher: Barrons Educational Series, ISBN: 0764177567). (Nausica Zorzi)

9224-A894 4/1-4/29 W 7pm-9pm MON 120



ITALIAN CONVERSATION & CULTURE

- LEVEL II (10HRS)

\$99

While continuing to increase vocabulary and build upon the grammatical structures learned in Level I, you will also increase your understanding of Italian culture. You will communicate in Italian about simple daily activities, including shopping, asking travel-related questions, and making a phone call. Cultural notes will include education, work, and weekends in Italy. Prerequisite: Italian Conversation and Culture - Level I or instructor permission. Text is the same as Level I. (Nausica Zorzi)

9225-A894 4/1-4/29 W 4:50pm-6:50pm MON 120

A picture is worth a thousand words

Explore what your digital camera can do, some simple techniques to produce eye-catching photos, or how to spruce up your pictures using software loaded on your home computer.



Call 425.267.0150 for more information or see page 32

INTRO TO MODERN ITALIAN HISTORY & CULTURE

(HUM 175) (50HRS) (5 credits) \$415

A survey of modern Italy, beginning with its unification, Il Risorgimento in 1860, through the country's evolution from a ravaged, post-war agrarian society into one of the leading industrialized countries in the Western World. Other topics will include Italian fascism, Mussolini, political structure, separation of church and state, economic recovery, social transformation in the 1950s and 1960s, terrorism, organized crime, Italy's low birth rate and aging population, and recent waves of immigration. The course enables students to gain an overview of Italy's historical, cultural, political, and social characteristics and, thus, a better understanding of Italian people in general. Course assignments and students' assessments will be completed entirely online. High-speed Internet connection is strongly recommended. PR: Completion of ENGL 098 or eligibility for ENGL& 101. Self-support, non-tuition class. Class cost is \$415 an additional technology fee may also apply. Class begins March 30 and ends June 8. Payment is due at time of registration. Last day to register: March 24. Last day for 100% refund: April 3. There is no 50% refund option. You can enroll online or in the Enrollment Services office located in the Jackson Center on or after March 6. (Robert Bertoldi)

9706-A894 3/30-6/8 ARRANGED 5pm-7:30pm

ITALIAN I (ITAL 121) (50HRS) (5 credits) \$415

Beginning course in a sequence of courses to practice functional elements of Italian pronunciation and grammar in the context of practical conversational Italian. Listening, speaking, reading and writing to communicate in a logical, natural and personalized way. (Formerly ITALN 101). In addition to the weekly class session, students are expected to participate and submit assignments online. High-speed internet connection is highly recommended. Self-support, non-tuition class. Class cost is \$415 an additional technology fee may also apply. Class begins April 2 and ends June 4. Payment is due at time of registration. Last day to register: March 27. Last day for 100% refund: April 3. There is no 50% refund option. You can enroll online or in the Enrollment Services office located in the Jackson Center on or after March 6. (Robert Bertoldi)

9708-A894 4/2-6/4 Th 5pm-7:30pm MON 120

JAPANESE

JAPANESE I (JAPN& 121) (50HRS) (5 credits) \$390

Beginning sequence of courses to practice functional elements of Japanese pronunciation, grammar, vocabulary, and sentence patterns in the context of practical conversational Japanese with correct understanding of cultural and social background. (Formerly JAPAN 101.) Students with one year or more of high school study should meet with Mayumi

Smith for proper placement. Call her at 425-388-9380 for an appointment. Self-support, non-tuition class; class cost \$390; an additional technology fee may also apply. Class begins March 30 and ends June 8. Payment is due at time of registration. Last day to register: March 24. Last day for 100% refund: April 3. There is no 50% refund option. You can enroll online or in the Enrollment Services office located in the Jackson Center on or after March 6. (Masako Nair)

9684-A894 3/30-6/8 DAILY 10am-10:50am NBI 101

JAPANESE II (JAPN& 122) (50HRS) (5 credits) \$390

Beginning sequence of courses to practice functional elements of Japanese pronunciation, grammar, vocabulary, and sentence patterns in the context of practical conversational Japanese with correct understanding of cultural and social background. The Japanese writing system is taught from early stage to provide total experience of the language. (Formerly JAPAN 102). PR: JAPN& 121 or instructor permission. Self-support, non-tuition class; class cost \$390; an additional technology fee may also apply. Class begins March 30 and ends June 8. Payment is due at time of registration. Last day to register: March 24. Last day for 100% refund: April 3. There is no 50% refund option. You can enroll online or in the Enrollment Services office located in the Jackson Center on or after March 6. (Hiroko Goto)

9685-A894 3/30-6/8 MW 7pm-9pm NBI 101

Love to Teach?

Do you have a special interest, unique expertise, or hobby you want to share with others?

Would you like to earn extra income while teaching an evening or weekend workshop?

Become a Corporate & Continuing Education Center Instructor!

Visit www.everettcc.edu/ce, click on "Become an Instructor" and follow the easy step-by-step instruction or call for a workshop proposal form. We hope to hear from you!



call 425.267.0150 for further information

RUSSIAN

RUSSIAN I

(RUSS& 121) (50HRS) (5 credits) **\$390**

Beginning sequence of courses to practice functional elements of Russian pronunciation and grammar in the context of practical conversational Russian. Listening, speaking, reading and writing to communicate in a logical, natural and personalized way. (Formerly RUSS 101). Self-support, non-tuition class; class cost \$390; an additional technology fee may also apply. Class begins March 30 and ends June 8. Payment is due at time of registration. Last day to register: March 24. Last day for 100% refund: April 3. There is no 50% refund option. You can enroll online or in the Enrollment Services office located in the Jackson Center on or after March 6. (Maria Kashani-Branson)

9699-A894 3/30-6/8 MW 7pm-9:30pm GWH 264

SPANISH

SPANISH CONVERSATION AND CULTURE

- LEVEL I (16HRS) **\$99**

Planning to visit a Spanish-speaking country? Let us help you prepare for an enjoyable trip. Join us to explore basic Spanish conversational phrases and vocabulary-howtoorderfoodinrestaurants, use the transportation system, ask for assistance, and much more! You'll also study Spanish culture through presentations. No prior knowledge of Spanish is necessary. Required textbook can be purchased at the EvCC Bookstore (Kershul, Spanish in 10 Minutes a Day, Publisher: Bilingual Books, ISBN: 0944502598 or Kershul, Spanish in 10 Minutes a Day with Audio CDs, ISBN: 1931873860).

9228-A894 3/31-4/28 T 6:30pm-8:30pm BAK 210

SPANISH CONVERSATION AND CULTURE

- LEVEL II (16HRS) **\$99**

For those who already speak some Spanish, this class will provide you with additional useful conversational phrases and vocabulary to help make your visit to a Spanish-speaking country more enjoyable. In addition to studying routine phrases to use in restaurants, shops, and offices, you will explore the culture of the country you plan to visit. Required textbook is the same as Level I. Prerequisites: Spanish Conversation and Culture Level I or instructor permission.

9231-A894 5/5-6/2 T 6:30pm-8:30pm BAK 211

SPANISH FOR TRAVEL:

Quick course (3HRS) **\$49**

NEW

Planning a trip to a Spanish-speaking region? Join us and discover the practical expressions and terminology to make your leisure trip enjoyable; all in only three hours! Topics include greetings; etiquette and social niceties; introductions of self and others; numbers; complimenting people; ordering food and drink; requesting emergency assistance, registering in a hotel and more. No prior knowledge of Spanish necessary. All materials included (\$5 value). (Beatriz Johnson)

9870-A894 4/4 Sa 9am-12pm BAK 206

9871-A894 4/25 Sa 9am-12pm BAK 206

9872-A894 5/16 Sa 9am-12pm BAK 206

COMMAND SPANISH®

Do you wish to communicate better with the Hispanic population you come in contact with on the job? The Northwest Language Center is proud to be certified as an official provider of Command Spanish®, Inc. materials. The following courses use Command Spanish®, Inc. training packages and offer accelerated programs customized for your career needs, all in a low-stress class environment.

EVERYDAY SPANISH LEVEL I (15HRS) **\$169**

An exciting new workshop for those who have been waiting for a basic introduction to practical conversational Spanish without the grammar rules! In just 15 fun-filled hours you will discover how to say and comprehend many expressions used in everyday Spanish. Use common phrases of greeting, introduction, and complimenting others; practice giving directions, asking for clarification, making small talk, and much more. You'll also explore many interesting aspects of the Latino culture including the Hispanic family structure, Hispanic surname system, gestures, and body language. This course has been tremendously popular at other colleges in the U.S. and we're excited to offer it here in Snohomish County! Textbook and CD included in fee (\$32 value). (Vidal Martin)

9232-A894 4/4-5/23 Sa 10am-12pm BAK 208

TRAVEL

PLANNING YOUR ITALIAN VACATION

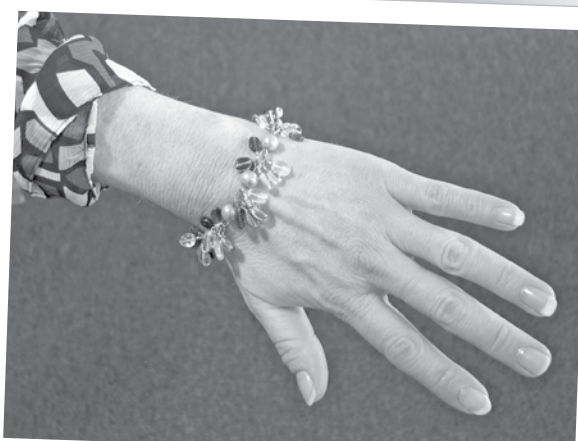
(3HRS) **\$39**

Whether you are a first-time traveler or experienced globetrotter discover strategies and practical ideas to make your Italian dream vacation a reality. Topics include the best time of year to travel; choosing cities; how long and where to stay; what to pack and what to wear; cultural and etiquette notes so you won't look like a tourist; personal and hotel security; public transportation, car rentals and driving; money matters, shopping and more! All materials included (\$5 value). (Rem Malloy)

9040-A894 4/9 Th 6:30pm-9:30pm IND 103

Beads Rock!

Glass or gemstone, beaded jewelry is in! EvCC Corporate & Continuing Education Center offers classes to craft beads and gems into designer jewelry you'll be proud to wear, give as a gift and even sell. These classes fill quickly so register now!



Call 425.267.0150 for more information or see page 29

SAVING \$\$ ON YOUR EUROPEAN VACATIONS
(2HRS) \$39

Don't let the weak U.S. dollar keep you away from Europe. This class provides first-time travelers and experienced globetrotters with the strategies and practical ideas to save money before, during and after your trip to Europe. Discover how to create a money-saving travel plan before your trip, strategies for getting the lowest airfare, how to save on different types of accommodations, and how to track the Euro for the best exchange rate. All materials included (\$5 value). (Rem Malloy)

9043-A894 4/14 T 6:30pm-8:30pm IND 103

CREATIVE WRITING

PUBLISH, MARKET, AND SELL YOUR BOOKS
ONLINE (6HRS) \$79

Discover how easy it is to publish and market your own book! Digital technology has revolutionized the way books are printed these days. Where press runs were once for tens of thousands of books, now "print on demand" techniques (or POD) can deliver small runs - even single copies of a book - profitably. Professional publishing is within reach of anyone who can master a few tools. And the Internet makes it possible to market these books to a worldwide audience. Bring a sack lunch for the half-hour lunch break. (Dany Byrne)

9399-A894 5/9 Sa 10am-4pm ATC 220

CREATIVE WRITING - ONLINE

You may start these classes at any time during the current term. Please provide your email with registration.



GET ORGANIZED - Just for writers
- ONLINE (12HRS) \$49

As freelance writers, it is easy to be overwhelmed with great ideas, distracted when trying to write, and disorganized to the point of getting very little accomplished. This course will give you the tools to develop a personalized, flexible routine to keep all your writing projects on track and moving toward completion. Discover how to expand your research to include multiple projects; keep track of queries and rejections; log expenses and tax deductions; and take advantage of seasonal opportunities. You'll find that this system of organization really works! (Beverly R. Schulz, Ph.D.)

9102-A894 3/30-5/15 ARRANGED

WRITING FOR CHILDREN
- ONLINE (20HRS) \$109

Writing for children is a specialized market. We'll look at what succeeds and what doesn't, how to submit proposals and where, and strategies for making this kind of writing accessible and interesting. (Ariele Huff)

9242-A894 ARRANGED

CHARACTER DEVELOPMENT IN WRITING
- ONLINE (20HRS) \$109

Authentic and interesting characters are the central element in good fiction or nonfiction. Through unique exercises and lively discussion you will discover new skills in character development that will help improve any writer's work. Explore the differences between flat and round characters; identify the characteristics of the hero, victim, and villain; define the five elements of fiction and nonfiction; and much more! (Ariele Huff)

9243-A894 ARRANGED

TRAVEL WRITING
- ONLINE (20HRS) \$109

Travel writing is one of the most lucrative and enjoyable fields in publishing. Discover how to turn your trips (past and future) into \$\$\$. The class includes information and practice in topic selection, different article formats, package presentation, and market selection. (Ariele Huff)

9244-A894 ARRANGED

FREELANCE WRITING
- ONLINE (20HRS) \$109

Increase your chances of selling your writing. We will discuss market research techniques and you'll create a query letter, cover letter, short piece for publication, and book synopsis. All these pieces and others receive instructor feedback. Instructor is a successful freelance writer with 30 prolific years in the field. (Ariele Huff)

9245-A894 ARRANGED

Don't Miss a Beat

Have you always wanted to play the guitar? Start now! Everett Community College Corporate & Continuing Education Center offers beginning guitar for adults and teens. This is the time to let your creative talents shine!



Call 425.267.0150 for more information or see page 29 or 36

WRITE ABOUT YOUR LIFE

- ONLINE (20HRS) \$109

Write about your memories and experiences for the purpose of reminiscing or creating articles, books, and souvenir memoirs for cash, friends, and/or family. Ariele Huff is a nationally syndicated columnist who has used her own true stories for the last 30 years to make money and entertain people. (Arielle Huff)

9246-A894 ARRANGED

DO YOU WANT TO BE AN EDITOR?

- ONLINE (20HRS) \$109

Becoming an editor of a periodical is one of the most satisfying and interesting jobs available, especially for writers and other word-oriented people. Discover the requirements for this job, how and where to present yourself to be hired, professional editing tricks, and how to create a niche for the publication of your own writing. The instructor is the Senior Editor for American Road Magazine. (Arielle Huff)

9247-A894 ARRANGED

CREATING A SELLING NOVEL

- ONLINE (20HRS) \$109

If you have written a novel, are in the process, or plan to write one, this 10-session class is tailor-made for you. Discover how to write or improve your novel to appeal to readers, agents, and publishers. We'll explore story promise, character arcs, backstory events, inner and outer story stakes, point of view, story hooks, story arc, reaction structure, and much more. (Arielle Huff)

9248-A894 ARRANGED

SELL YOUR NONFICTION BOOK

- ONLINE (20HRS) \$109

Explore the elements of nonfiction book proposals. Topics include bios, marketing analyses, concept statements, query letters, and more. By formulating these marketing tools you'll discover the improvements your book needs to get it sold. Instructor is a skillful editor, widely published writer, and editor of numerous periodicals and books. Not necessary to have completed a book to take this class. (Arielle Huff)

9250-A894 ARRANGED

COMMAS TO CONTENT: Edit your own writing

- ONLINE (20HRS) \$109

Discover the basic skills for a foundation in successful writing - whether academic, creative, business, or marketing. You will create brief writings in each style of rhetoric, progressing through the writing stages from brainstorming to proofreading. Research methods, documentation styles, and rules of grammar will be covered. (Arielle Huff)

9251-A894 ARRANGED

WRITING WINNING LETTERS AND E-MAILS

- ONLINE (20HRS) \$109



Whether you're seeking a promotion, a new account, stronger ties in business, a new job, a better deal, an apology, a refund, or freebies, a few well-placed words can turn the trick. Discover the basics of creating persuasive messages in this to the point workshop where we'll look at your specific needs as well as general tips. (Arielle Huff)

9252-A894 ARRANGED



PERSONAL INTEREST

See the Recreation and Fitness section for Bicycle Maintenance. See the Business Focus section for Create a Website for Fun and Profit.

BLOGGING: Share your thoughts, talents, and interest (2HRS) \$49

Blogging is the most popular new trend on the Internet. Starting a blog is easy, free, and anyone can begin blogging in minutes. All you need is an interest that you care about and want to share. Anyone with something to say can be a blogger. Whether you love photography, cooking, mystery novels, politics, or just talking about your day, there is a blogging community for you. This class will explain how to get a free accounts at popular blogging sites, how choose a design for your blog, and how to add photos and videos to your blog. No experience required. (Dany Bryne)

9896-A894 5/16 Sa 9am-11am ATC 221

YOUTUBE: Share your videos (2HRS) \$49

YouTube is one of the fastest growing and most popular sites on the internet. Everyone from aspiring movie makers to folks wanting to share vacation videos with friends and family can - and does - use YouTube. However, to get the best looking videos, you need to know a few tricks. Discover what formats work best with YouTube, how to edit your videos for best impact, and how to add music and titles to give your videos a professional look. You don't need expensive or complicated software. In fact, you don't even need a camcorder. Everyone can make a great video - and after this workshop, you will be ready to share your movies with the world. (Dany Bryne)

9897-A894 5/16 Sa 12pm-2pm ATC 221

HURRY!
Classes fill quickly.

Call 425.267.0150
to register now!

BICYCLE MAINTENANCE FOR WOMEN

(1.5HRS) \$29

Ladies! If you are ready to become skilled at basic bike maintenance this is the class for you. Discover what tools to carry on every ride, as well as how to fix a flat, repair a broken chain, and do adjustments to brakes and shifting. Bring your questions, we'll provide the bicycles and tools for hands-on practice. Wear appropriate clothing (bicycle grease stains clothes). Class is held at Bike Works in Lake Stevens, 2010 Grade Road, 98258 425-334-7812 and visit the website at www.bikeworksls.com. Map and driving directions will be mailed with your registration confirmation. (Scott Stuart)

9318-A894 4/8 W 6:30pm-8pm OFF SITE

9319-A894 5/13 W 6:30pm-8pm OFF SITE

BICYCLE MAINTENANCE

(1.5HRS) \$29

Get the skills needed to maintain your bicycle from a professional. Scott Stuart will show you how to get your bike in top shape for riding, with valuable tips and tricks of the trade. Discover how to adjust your brakes, derailleurs, headset and bottom bracket, as well as how to change your tire. This course is appropriate for beginning and advanced riders. Wear appropriate clothing (bicycle grease stains clothes). Class is held at Bike Works in Lake Stevens, 2010 Grade Road, 98258 425-334-7812 and visit the website www.bikeworksls.com. Map and driving directions will be mailed with your registration confirmation. (Scott Stuart)

9320-A894 4/22 W 6:30pm-8pm OFF SITE

9328-A894 5/20 W 6:30pm-8pm OFF SITE

MAKE YOUR OWN BIODIESEL!

(5.5HRS) \$75

Try your hand at making your own fuel from used restaurant oil! Discover the chemistry and helpful tricks of making quality biodiesel, as well as experimenting with different vegetable oils, catalysts, and pH indicators. Explore reactor design, comparing the "Appleseed" reactor (which we will operate in class) and the automated BioPro processor which the instructor uses for a fuel coop. Other topics will include myths and facts about biodiesel; quality control; washing; cold weather issues; local availability of supplies and equipment; and what's going on locally and nationally with the biodiesel movement. Appropriate for ages 17 and older. Bring a sack lunch for the half hour break. (Lyle Rudensey, M.Ed)

9327-A894 4/25 Sa 10am-3:30pm ATC 104

FANTASTIC FELINES:

Introduction to Tellington

TTouch for cats and kittens (3HRS) ^{NEW} \$69

Does your cat refuse to use the litter box, bully other cats in the family, or is too frightened to come out from under the bed? Then this hands-on, interactive course is for you! Improve your cat's health and well-being using the Tellington TTouch method. You'll discover several of the basic circular touches, lifts and slides that can help reduce anxiety, fear and aggression in your cat, as well as practice TTouch first aid techniques that can save your cat's life. You'll also explore techniques for working with feral cats. Bring a stuffed animal (not your kitty!) to practice with. Fee includes book *Getting in TTouch With Your Cat* (\$15 value). (Shannon Finch)

9451-A894 5/9 Sa 1pm-4pm ATC 104

BEFORE THE STORK DELIVERS:

Preparing pets for babies

(3HRS) ^{NEW} \$65/\$85

While bringing home a new baby is an exciting and joyous event for parents, the pets in the family might feel differently! The best time to prepare them is before your baby arrives. Discover the tools to help your pets happily and safely adjust to the new addition to your family. Topics include creating a plan, stress management and training techniques, maintaining the bond with your pet when you're busy, and what not to do after baby comes home. \$65/individual or \$85/couple: both partners must register. (Shannon Finch)

9452-A894 6/6 Sa 1pm-4pm ATC 107



KIBBLES AND BITES: General canine nutrition (3HRS)

^{NEW} \$49

Ever wonder what's in that dog food? This workshop provides a basic foundation on canine nutrition. Gain knowledge to make a more informed choice on what to feed your dog. Topics include canine nutritional needs. What to look for when buying dog food, how to analyze dog food labels, and much more! Come and get a passport to join the guided tour through the kibble universe. (Dayna Moncrief)

9379-A894 5/2 Sa 1pm-4pm BAK 110

AN INTRODUCTION TO VOICEOVERS:

Getting started in voice acting (2HRS) \$55

Have you ever wondered whose voice you are listening to on TV and radio commercials? How about documentaries or audiobooks? You, too, can become a professional voiceover artist! This fun, informative, and empowering class will let you explore the basics of entering a successful career as a voiceover artist. We will discuss some of the many details of the voiceover industry, the importance of your voiceover demo, and much more. Be warned, many who have taken this class have gone on to become real, bona-fide, professional voice actors. Come ready to laugh and be inspired. (Voices for All, LLC)

9388-A894 6/1 M 6pm-8pm IND 101

Meet Your Instructors

PERSONAL ENRICHMENT

Dayna Moncrief has 12 years experience working in veterinary clinics, doggie daycare/boarding/training facilities, and doing pet sitting. She is certified in general canine nutrition, pet first aid and CPR, and small animal massage. She has also taken courses in animal communication, flower essences, and canine behavior.

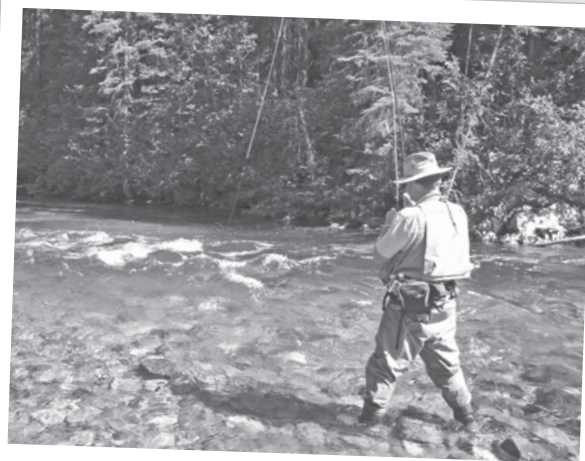
Suzette La Plant is a certified clarity, vision and energy coach, and founder of 2Clarity. She is dedicated to helping individuals discover their passion, gain clarity of purpose, and transform their visions into reality. Ms. La Plant holds Bachelor of Arts degrees, both with honors, in Education and Fine Art and is a Certified Clarity International™ Coach. She has taught at many extension and Continuing Education programs in the Pacific Northwest. Suzette's enthusiasm is inspiring and her workshops are content-rich and filled with meaningful information that participants can use immediately in their lives.

Curtis Adney, M.S., J.D., is an author and life coach with a Juris Doctor degree from Brigham Young University. He graduated at the top of his college class with a 4.0 GPA, and regularly conducts academic and career success seminars across California.

Dany Byrne is a partner in Ghost Leg Media, a multi-media company that specializes in books, ebooks, and video training CDs and DVDs. She has been blogging since 2003.

Calling All Anglers!

Get ready for sport fishing and discover how to tie your own flies, improve your casting techniques and explore Washington's vast local fly fishing opportunities. Whether you are a novice or experienced angler, EvCC Corporate & Continuing Education Center has a workshop for you. Come and enjoy the fun!



Call 425.267.0150 for more information or see page 34



AN INTRODUCTION TO MODELING FOR ORDINARY PEOPLE (2HRS)

\$49

Find out if modeling might be right for you! We will discuss the different ways of getting started - the good ways, the bad ways, and the ugly ways of entering the world of modeling. This is an interactive class where you will experience what it is like to be in a photo shoot. You will discover some valuable tips on how to be photographed and look your best! This course will take you into the world of the modeling agencies, the types of jobs most commonly booked, and the types of models the agencies will select. You will also have the opportunity to participate in a "test" photo shoot (students do not keep any photos). This class is appropriate for students aspiring to be models who are 17 years of age and older. (Ordinary Models Staff)

9395-A894 4/29 W 6pm-8pm BAK 102

NATURAL AS (3HR)

\$49

Would you like to increase your grade point average quickly and easily? In this workshop you will discover that any student can significantly enhance grades, self-confidence, and chances for scholarships and college admissions by performing academic skills in alignment with the brain's natural patterns. This makes note-taking, reading, studying, memorizing, and test-taking amazingly efficient. Discover simple methods for understanding math and other subjects, optimizing focus and concentration, and preventing test anxiety. Students of all ages describe this class as "awesome," "necessary," and "easy-to-understand." The instructor graduated at the top of his college class with a 4.0 GPA, has a Juris Doctor degree from Brigham Young University, and conducts academic success seminars across California. \$30 due to the instructor at the first class session for outline, handouts, workbook, and CD. Parents who wish to attend with their minor child must register and pay the course fee; but can share course materials with their child. Appropriate for ages nine and older. (Curtis Adney, M.S., J.D)

9315-A894 4/18 Sa 9am-12pm BAK 113

WHAT WERE YOU BORN TO DO (4HRS) \$49

You were born to make a unique contribution to humanity. Progressing toward this purpose brings joy and abundance. Straying from it causes stress and emptiness. To accomplish this mission, one of the 33 Natural Talents™ is wired into your DNA. It's so subtle you rarely notice it; yet so powerful it's the source of your highest potential. Elvis, Oprah, and Einstein were all just 'doin' what comes naturally. Applying your natural talent relentlessly will magnetically attract all the desires of your heart. \$30 payable to the instructor for an assessment tool and comprehensive manual. (Curtis Adney, M.S., J.D)

9316-A894 4/18 Sa 1pm-5pm BAK 113

AWAKENING THE GODDESS WITHIN (3HRS) \$69

A magnificent goddess lives inside every woman. But how can you, a 21st century woman, juggling overflowing demands and pressures, navigating the many roles you play, find a way to connect with the goddess within? In this experiential workshop you'll explore how to tap into your inner wisdom, discover your heartfelt desires, awaken to how powerful you really are and rediscover your wholeness. The path of awakening the goddess within leads you to live a more vibrant and empowered life. Come join us and nurture, celebrate and honor your brilliance! Bring a notebook to class. (Suzette La Plant)

9883-A894 4/25 Sa 1pm-4pm BAK 113

Wet and Wild!

Join us for an exhilarating whitewater rafting experience, or a family-friendly float trip that is both educational and entertaining. EvCC Corporate & Continuing Education Center offers rafting trips on some of the wildest rivers in Washington, as well as several relaxing, scenic float trips. This Spring, bring out your love of adventure!



Call 425.267.0150 for more information or see page 34

THE POWER OF CLARITY: A gateway to creating a passionate life (3HRS) \$69

Is it time for you to pause and figure out what you really want to do with the rest of your life? What's stopping you from creating an inspired, happy, exciting, passionate, fulfilling, prosperous and successful life? The Power of Clarity is a key component to unlocking your passion. Clarity leads to empowerment, joy, energy and vitality. In this experiential and energizing workshop you'll discover, awaken to, and embrace the whispers of your heart and fan the flames of your deepest desires. Join us and open new doors to creating a passionate life! Bring a notebook to class. (Suzette La Plant)

9884-A894 5/2 Sa 1pm-4pm BAK 113

THE ENERGY EDGE: Strategies to transform the way you live (3HRS) \$69

Imagine what your life would be like if you had more energy to fulfill your heart's desires. Visualize yourself, your relationships, your business, and your life infused with new energy. Energy is an internal navigation system leading you on a journey to your destiny. The Energy Edge is a valuable skill set to use daily to revitalize your energy, restore balance, increase vitality and well-being. In this informative experiential workshop, explore strategies to identify, discern, and alter subtle energy to improve your life, your health, and your relationships. Ignite your passion and become unstoppable! (Suzette La Plant)

9885-A894 5/16 Sa 1pm-4pm BAK 113

VALUES CLARIFICATION: Re-invest energy to achieve your potential (6HRS) \$129

Do you work with students or clients who face many barriers to success? Join us and discover the R.E.A.P. system to help guide your clients to a commitment of living their lives according to good character. R.E.A.P. stands for Re-investing Energy to Achieve your Potential and is a research based, interactive self-discovery experience in values clarification. You will explore stations of life concept, governing values, motivational scale concept, confidence and accomplishment paradigm and the relationship between truth and change and choices and decisions. If you work in the social service sector, criminal justice, education or with at-risk youth or adults this workshop is a must! Bring a sack lunch or plan to drive to a nearby restaurant for the one-hour lunch break. (Fredrick T. Bletson, Jr., M.A.)

9032-A894 5/16 Sa 9am-4pm ATC 104

AMAZON SELLING 101: The basics of selling on Amazon.com (2HRS) \$55

Discover the ease of selling on Amazon. Amazon's growth in the second quarter of 2008 exceeded 41% and growth is projected to continue as more customers turn to the Internet to shop. If you've been selling on eBay or Craigslist it's time to jump on and profit from the power of Amazon. Topics include who, what, and why you should sell on Amazon; the new features Amazon is rolling out that will skyrocket your profits; which program is right for your business; how to profitably list an item; a primer on shipping and how not to lose your hard earned profits; maintaining your inventory and sanity for selling on eBay, Amazon, and other sales channels; Amazon payments – when you'll get paid; and where to find help when you have questions. (Cindy Shebley)

9047-A894 5/13 W 6pm-8pm ATC 108

EBAY SELLING I: The basics of eBay selling (3.5HRS) \$55

Whether you simply want to get rid of "stuff," desire additional part-time income or a serious eBay business, this class is your foundation. Sellers explore how to set up an eBay Seller account, create successful eBay auction listings, upload pictures, and accept credit card payments online with PayPal. Discover buying and selling "tips, tricks and the traps" to avoid. Covers how to conduct market research analysis, determine shipping costs, and find out where to get FREE shipping supplies! You will have the option to purchase a resource text (\$35) from the instructor. Prerequisite: Fundamental working knowledge of your computer and understanding of a basic Internet search is recommended but not required. (Kevin Boyd)

9391-A894 5/5 T 6pm-9:30pm ATC 107

Need a Conference Room, Computer Lab or Seminar Room?

The Applied Technology Training Center (ATTC) has computer training labs, conference rooms, and seminar rooms available. There is plenty of parking with hotels and restaurants close by.

Computer Labs

Need a room for computer training? We have the space you're looking for! Use EvCC's loaded software or provide your own. We have three computer training labs available for rent, each with 15 Networked Computer Stations, One Instructor Station, Printer, Internet Connection, LCD Projector, and White Boards.

Lecture Rooms

Need extra meeting room space? We have conference and lecture rooms available that seat up to 45. Each lecture room is equipped with tables, chairs, and a white board. The following are also available upon request, LCD Projector, Overhead Projector, Easels, Speaker Phone, TV/VCR, and wireless internet.



Contact Preston Keaton at 425.267.0167 or pkeaton@everettcc.edu for more information or visit our website at www.everettcc.edu/ce

EBAY SELLING II:

Beyond the basics of eBay selling
(3.5HRS)

\$55

Quickly shift your eBay selling into high gear! Discover advanced selling and photography tips and best practices for creating compelling listings that will draw the most bids and beat your competition. Plus, how to effectively market, organize, and manage your eBay sales. Also covers eBay Stores, plus many FREE automation tools that can eliminate mundane tasks and streamline your eBay selling. You will have the option to purchase a resource text (\$35) from the instructor. Prerequisite: eBay I or equivalent. (Kevin Boyd)

9392-A894 5/12 T 6pm-9:30pm ATC 107

PERSONAL ENRICHMENT- ONLINE

You must have access to a PC with Internet Explorer 6.0 or its equivalent on a Mac, and possess intermediate PC skills. Please provide your email with registration.

FINDING THE RIGHT HAIRSTYLE - ONLINE (24HRS)

\$89

Do you feel your hair is drab and unfashionable? How much more alive would you feel with a customized makeover? This online class provides professional mentoring and how-to hair care tips from the comfort of your own home. Topics include the right style for your face shape; hair type and texture; hair color and you; tools of the trade; shampoos, conditioners and styling products; and stretching your \$\$ between appointments. In addition you will send the instructor a digital photo and she will conduct a personal analysis by digitally superimposing several styles to your image, record these onto videotape, and then provide photos you can take to your stylist to create your new look! You will have six weeks to complete the course but it is truly self-paced. (Barb Quinn)

9267-A894 4/28-6/11 ARRANGED



TEACHING ON THE INTERNET - ONLINE (24HRS)

\$69

In this course you will explore converting existing classes to online instruction; using streaming audio/video, slides, and graphics; exploring management systems; researching courseware options; holding online meetings; testing and cheating; facilitating your online class; finding free resources; and getting buy-ins for your online course. By the end of Lesson 4 you will be able to invite students to your new classroom without spending a dime. You will have six weeks to complete the course but it is truly self-paced. (Gary Fugere)

9270-A894 4/28-6/11 ARRANGED

TELECOMMUTING - ONLINE (24HRS)

\$49

Tired of dropping your kids at daycare and fighting bumper-to-bumper traffic only to suffer through another day in a stress-filled environment? What would happen if you acquired the strategies of the sixteen million telecommuters who work from home each day? We will explore the most in-demand telecommuting jobs; what pay/benefits to expect; how to identify telecommuting-friendly companies; how to market yourself; and how to spot the scams. You will have six weeks to complete the course but it is truly self-paced. (Gary Fugere)

9271-A894 4/28-6/11 ARRANGED

CARING FOR YOUR AGING PARENTS - ONLINE (24HRS)

\$49

Do you feel overwhelmed by the prospect of taking care of your aging parents? Would you like the skills to bring harmony to the family? Topics include the evolving relationship between you and your parents; confronting independence (e.g., living alone, driving, falls); getting cooperation from your siblings; medical care options; living arrangement options; managing the finances; and available resources for both yourself as a caregiver and your parents. You will have six weeks to complete the course but it is truly self-paced. (Gary Fugere)

9273-A894 4/28-6/11 ARRANGED

Let the Rhythms Inspire you...



The easy-going vibrant energy that Latin-American rhythms inspire has made Salsa and Zumba all the rage. These fun and lively dances appeal to people of all ages. Come with a partner or alone, you'll get a great workout, meet new people, and impress your friends on the dance floor!

Call 425.267.0150 for more information
or see page 31

GET ORGANIZED WITH EASY HOUSEHOLD MANAGEMENT ONLINE (12HRS) \$49

Would you like to have a clean home, cupboards you can open (even when guests are looking), meals ready, clothes washed, bills paid, and some time for yourself? Join us as we explore a wonderful method of putting order into your life that's easy and fun. We'll work with the Sidetracked Home Executives, Inc.'s tried and true card file, Connie Emerson's concept that anything can be done in 30 minutes, and other great advice. Whether you're a stay-at-home mom, full-time employee, or somewhere in between, you'll find this flexible, adaptable program a wonderful asset in bringing order to your life. You may start this class anytime during the current term. Required textbook is widely available at local bookstores (Pam Young, Sidetracked Home Executives, Publisher: Warner Books, ISBN: 0446677671). (Beverly Schulz)

9275-A894 3/30-5/15 ARRANGED

WHAT EVERYONE OUGHT TO KNOW ABOUT THE "LAW OF ATTRACTION" - ONLINE (24HRS) \$69

You are already experiencing the "law of attraction" in your life - with jobs, money, relationships, and happiness. Are you satisfied with the results? Chronic thoughts you hold in your mind tend to become your experiences. What you think becomes your beliefs, which become your perceptions of life, which then become your experience. This mind-and-heart-opening class shares with you the "secret" of how to stop attracting things you don't want and start attracting things you do want. You will have six weeks to complete the course, but you can work at your own pace. (Gary Fugere)

9294-A894 4/28-6/11 ARRANGED

MUSIC

GUITAR FOR ADULTS AND TEENS LEVEL I (8HRS) \$99

Play the acoustic guitar! You'll be introduced to the most common chords used in many popular songs. You'll also discover how to make chord changes called progressions, use basic strumming patterns, and tune your guitar. No prior music experience is necessary. Although you will need to bring an acoustic guitar to class, these skills also apply to the electric guitar. Appropriate for ages 13 and older. (Eric Wood)

9276-A894 4/7-5/26 T 6:30pm-7:25pm BAK 111

GUITAR FOR ADULT AND TEENS - LEVEL II (8HRS) \$99

Move forward with your guitar playing skills. You'll explore barre chords, power chords, rhythm patterns, and chord progressions that are commonly used in popular music. Plus, as usual, we'll discover many new pop and rock songs to play while strengthening our skills. Please bring an acoustic guitar, guitar pick and guitar tuner to class. (Eric Wood)

9094-A894 4/7-5/26 T 7:30pm-8:30pm BAK 111

ARTS AND CRAFTS

INTRODUCTION TO MOSAICS (4HRS) \$45

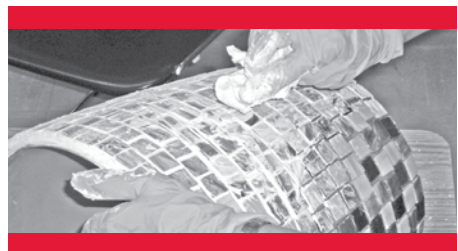
Discover how to turn chipped and broken treasures into new and interesting art for your home or for gifts. You will explore the basics of mosaic art as you create a colorful wall-hanging. Using this easy method, you will design your own pattern using a wide variety of colorful ceramic pieces and interesting found objects. All materials needed for your project will be provided by the instructor, including a wide variety of colorful shards. You are also welcome to bring your own items from home (broken dishes, beads, beach glass, etc.). Fee includes materials (\$10 value). You may purchase optional mosaic items (approx. \$2 each) from the instructor. You are viewing the winter 2009 schedule. There is a fall section available 12/6/08, 9am-1pm. Item #9280-A892. (Jean Kroll)

9280-A894 5/2 Sa 9am-1pm IND 101

MOSAIC STEPPING STONES (3HRS) \$39

Adorn you yard or garden with colorful and unique stepping stones. Discover this simple method that requires a ready-made stepping stone, a wide variety of colorful tiles and decorations, and your own creativity and personal touch. The techniques and materials used will allow students to create unique mosaic artwork to last a lifetime. Most materials needed for your project will be provided by the instructor, including a wide variety of colorful shards (\$10 value). You are also welcome to bring your own items from home (broken dishes, beads, beach glass, etc.) if you choose. NOTE: Participants must bring a pre-cast stepping with a smooth surface to class (available at most home improvement or garden stores). (Jean Kroll)

9283-A894 6/6 Sa 9am-12pm IND 101



INTRODUCTION TO STAINED GLASS (18HRS) \$159

Discover the time-honored craft of stained glass. You will explore the process of creating a stained glass panel. Students will progress at their own pace and develop projects appropriate to their skill levels - from light catchers to lampshades. Topics to be covered include design and color, as well as technical issues such as cutting, foiling and leading. Safety will be addressed in depth. All levels welcome. Basic materials are supplied (some glass, foil, lead, and solder; additional costs will vary depending on individual projects). (Bob Mitchell)

9405-A894 5/5-6/9 T 6pm-9pm WHI 361

JEWELRY

BEGINNING WIRE WRAP JEWELRY (3HRS) \$35

Discover how to make unique, eye catching wire-wrapped jewelry that will express your individual taste and creativity. Here's your chance to make beads, gems stones, and crystals into designer jewelry in just one evening of fun and imagination. You will explore cutting wire, making a regular loop, and bending and wrapping wire to make a bead dangle. You'll also explore how to use jump rings, split rings, toggles, and clasps. After review and practice you will be able to make a single dangle earring, cluster, and stacked earrings. Once these basic wire techniques are mastered you are off and beading! Required materials: chain nose pliers, round nose pliers, and wire cutters. Basic wire and beads provided. Class held at Treasured Beads, 9214 State Ave. #B, Marysville. Map and driving directions will be mailed with your registration confirmation. (Chris Warrington)

9864-A894 4/7 T 6pm-9pm OFF SITE

BEGINNING BEAD STRINGING (3HRS) \$35

Discover how to construct a stunning necklace with beads. In this class you will incorporate a variety of beads and gems into a piece of designer jewelry you'll be proud to wear, give as a gift and even sell. Techniques include how to use clasps, crimps, and stringing material. Required materials: focal beads or beads, accent beads, and filler seed beads. Stringing material and base metal clasp provided. Class held at Treasured Beads, 9214 State Ave.

9865-A894 4/14 T 6pm-9pm OFF SITE



WRIGHT ANGLE WEAVE (2.5HRS) \$35

Featured in the August 2008 edition of *Bead & Button Magazine*, this stitch is extremely versatile, fast and easy to master. You will explore the basics of this amazing stitch and experiment with different types of beads. You'll create 3-dimensional designs, such as Mandela's, flowers, squares, beaded fabric, bracelets or whatever you can dream. Bring your spare beads and use them to make a fabulous bracelet or necklace all while exploring a new stitch. Needles, threads, toggles or clasps will be provided. Additional materials list for you to purchase will be mailed with your registration confirmation. (Deidre Pyatte)

9893-A894 4/9-4/16 Th 6pm-9pm OFF SITE

BARNYARD CHICKEN SATIN STITCH APPLIQUE (4HRS) \$35

This little hen is fabulous! This project has two options—complete it as a wall hanging or use it as the center of a quilt. Either way, Karen will build your confidence in machine appliqué. Required materials approx. \$25. Prerequisite: Intermediate sewing skills. (Karen Lowry)

9066-A894 6/3 W 10:30am-2:30pm OFF SITE

THE BASIC BAG (4HRS) \$35

Explore the basics in bag making and go home with a completed bag! Techniques include construction of the body, handles, pockets, and lining. You can use your bag as your everyday bag, a carry-all, or to pack your groceries. Required materials approx. \$25. Prerequisite: Basic machine sewing skills. (Karen Lowry)

9067-A894 4/29 W 2:30pm-6:30pm OFF SITE

QUILTING

These workshops are held at The Quilter's Shoppe, 315 N. Olympic Avenue, Arlington WA 98223, 360-435-3993. Visit the shop for assistance with selection of required fabric, tools, and materials. Required materials list, map and driving directions will be mailed with your registration confirmation. Students will need to provide their own sewing machine.

BASIC MACHINE QUILTING (3HRS) \$30

We will discuss basic information and techniques relating to machine quilting with practical hands-on experience to follow. You will complete a basic example of machine quilting stitches which can be duplicated when making a future quilt project. Batting, sandwiching, basting, thread, needles, quilting, and finishing will be discussed. The element of practicing will be stressed so you understand that this process is one which requires practice. Required materials approx. \$15-\$20 depending on fabric selected. (Judy Irish)

9064-A894 3/31 T 5:30pm-9pm OFF SITE

WOVEN QUILT WALL HANGING (6HRS) \$40

Re-discover fabric weaving with a fun contemporary twist. Using Anna Faustino's new book with fabulous projects and great inspiration, we'll weave a small quilt/wall-hanging to explore the basic principles of this time-honored technique. Required materials approx. \$25 plus book for \$26. This class is suitable for all levels. (Judy Irish)

9065-A894 5/13-5/20 W 6pm-9pm OFF SITE

TWISTED WIRE BANGLE BRACELET (3HRS) \$45

Explore how to create a modern, one-of-a-kind bangle bracelet using wire, attention-grabbing focal beads, and accent beads. Bangles are timeless jewelry pieces that will nicely compliment any outfit. You will discover how to form wire into a bangle shape and make twisted wire wraps, compose an attractive beaded design, make a clasp, and create a hammered finish. You'll also be introduced to the use of power tools in jewelry making for speed and convenience. Your creation is yours to keep! Tools provided for in-class use. \$7 materials fee payable to the instructor. Class held at Treasured Beads, 9214 State Ave. #B, Marysville. Map and driving directions will be mailed with your registration confirmation.

9888-A894 4/15 W 6pm-9pm OFF SITE

9889-A894 5/6 W 6pm-9pm OFF SITE

BEADED PEYOTE BRACELET (3HRS) \$35

Peyote stitch is one of the basic stitches in beading. The stitch has been used in a wide range of traditional native beading techniques for over a thousand years. This class will introduce you to flat Peyote. You'll explore how to follow a simple pattern and from there the beading ideas are positively endless. You will discover how to attach and finish off your projects. All materials and tools provided and your creation is yours to keep! You may purchase optional beads. Class held at Treasured Beads, 9214 State Ave. #B, Marysville. Map and driving directions will be mailed with your registration confirmation. You are viewing the winter 2009 schedule. There is a fall section available 11/18/08, 6-9pm. Item #9891-A892. (Chris Warrington/Deidre Pyatte)

9890-A894 4/23-4/30 Th 6pm-9pm OFF SITE

9891-A894 5/21-5/28 Th 6pm-9pm OFF SITE

OCEAN WAVES QUILTING MADE EASY (4HRS) \$35

This class gives the quilter a chance to think outside the box of traditional piecing. Diana will show you a different approach to a traditional block. Create this fast and easy wall hanging or turn it into two table runners - one to give and one to keep! Required materials approx. \$25 depending on fabric and tools selected. Prerequisite: Basic machine sewing skills. (Diana Cruz)

9068-A894 5/5 T 11am-3pm OFF SITE

LONG WEEKENDER BAG (4HRS) \$35

This bag is a "must have" for any traveler. The finished size of 11 x 12 x 21 makes it the perfect companion for any luggage ensemble and it is airline ready! It is as functional as it is fun and easy to make! Required materials approx. \$60. Prerequisite: Basic machine sewing skills. (Robin Elliott)

9069-A894 5/16 Sa 10:30am-3:30pm OFF SITE

INTRODUCTORY QUILTING (21HRS) \$70

Join us and discover the time-honored pastime of quilting. This basics class is designed to provide the essential skills needed to master the art of quilt making. Explore the fundamentals of choosing fabrics; contrast; cutting and piecing; and finishing your quilt with borders and binding. We'll show you how fun and easy quilting can be. You'll walk away with a finished quilt you're sure to be proud of! Required materials approx. \$50-\$200 depending on fabric and tools selected. Prerequisite: Basic machine sewing skills. Class will not meet on 4/10. (Pat Mitchell)

9070-A894 4/3-5/15 F 12:30pm-4:30pm OFF SITE

REFLECTION QUILT (6HRS) \$40

The unique layout of this quilt is very eye-catching. The best way to describe it is "a visual echo!" Join us as Elizabeth helps you to create your own masterpiece! Required materials approx. \$35 depending on fabric selected. Prerequisite: Basic machine sewing skills. (Elizabeth Gough)

9071-A894 6/1-6/3 MW 6pm-9pm OFF SITE

FROST THE CAKE QUILT (2HRS) \$35

Hand appliqué methods are fun and easy. Have a great time discovering needle-turn appliqué. Kim will teach you the tricks for outside points and deep inside points. With this "getting started" class you will be well on your way to beautiful appliqué projects galore. \$5 kit required. (Karen Lowry)

9074-A894 6/10 W 5pm-9pm OFF SITE

QUILT-AS-YOU-GO TABLE RUNNER (3HRS) \$30

The elegant simplicity of this table runner makes it stunning on any table or buffet. It is very simple to make using the quilt-as-you-go method. Bet you can't make just one! Required materials approx. \$25-30 depending on fabric and tools selected. Prerequisite: Basic machine sewing skills. (Robin Elliott)

9074-A894 4/30 Th 6pm-9pm OFF SITE

FREE MOTION MACHINE QUILTING (4HRS) \$35

We will discuss basic information and techniques relating to machine quilting with practical hands-on experience to follow. You'll complete a basic example of machine quilting stitches which can be duplicated when making a future quilt project. Batting, sandwiching, basting, thread, needles, quilting, and finishing will be discussed. Required materials approx. \$15-\$20 depending on fabric selected. (Judy Irish)

9076-A894 4/18 Sa 11am-3pm OFF SITE

9077-A894 5/23 Sa 11am-3pm OFF SITE

BEGINNING QUILTING (12HRS) \$60

This class covers the basics of rotary cutting, getting an accurate 1/4" seam allowance, trimming blocks, and measuring for borders and binding. We will use Start Quilting by Alex Anderson to make a wall hanging size sampler quilt. There will be 6 different blocks demonstrated including 9-Patch, Log Cabin and Friendship Star. Required materials approx. \$30 depending on fabric and the required book approx. \$16. Prerequisite: Basic machine sewing skills. (Elizabeth Gough)

9078-A894 4/27-5/18 M 6pm-9pm OFF SITE


DANCE
ZUMBA LATINA FOR FITNESS (7HRS) \$89

If you like dancing and you are looking for a fun way to work out this is the class for you! Discover how to rejuvenate your heart, body, and soul with the motivating beats of Latin rhythms. Zumba Latina is an energetic class that combines Latin dance styles with the cardio advantages of exercise. No dance experience needed. Wear workout clothes and shoes. (Nathalye Alvarez)

9279-A894 4/21-6/2 T 7pm-8pm GYM 205

SALSA DANCE FOR BEGINNERS (7HRS) \$89

Come and experience salsa dance! Whether you are single or have a partner, this class will teach you how to dance salsa with Latin energy and style, the way it is danced in Latin towns. Once you learn the basic steps you will create your own style by combining turns, spins, and other movements. Feel the salsa rhythms, have fun on the dance floor, and get a great workout too! No dance experience needed. Appropriate for ages 16 years and older. Wear smooth-soled shoes. (Nathalye Alvarez)

9325-A894 4/21-6/2 T 6pm-7pm GYM 205

ADULT TAP DANCE (8HRS) \$75

Get a great workout while hardly noticing! While exploring all the basic tap steps, you'll improve your overall balance, sense of rhythm, timing, muscle tone, and strength. You'll also gain a deeper appreciation for tap and its place among the performing arts. This is a beginner course with emphasis on mastering all the basic moves and steps using Broadway musical tunes. Tap shoes are required. Appropriate for ages 14 and older. (Leslie Buell)

9444-A894 4/1-5/20 W 5:30pm-6:30pm GYM 205

JOY OF BELLY DANCE (6HRS)  \$69

Join us and discover the wonders of the art of belly dance. We'll travel the road of the Gypsy's as we explore movements from Egypt, Spain, Turkey and India. You'll have oodles of fun while incorporating grace and movement into your life, focusing on technique, posture, a healthy positive workout, and making new friends! Along the way, we'll explore music and culture from the Middle East. Beginners of all shapes and sizes are welcome. Instructor will provide hip scarf for classroom sessions; you will be encouraged to purchase your own for practice outside of class. Wear loose-fitting clothes. (Indigo)

9909 4/21-5/26 T 7:15pm-8:15pm ATC 104

OLY'S DANCE

These classes are held at Oly's! at the Dorothy Jayne Studio, 2931 Bond St., Everett, 98201. No prior dance experience needed. Class is taught by US National Professional Rising Star Finalists. Class includes a "Saturday Night Out" open dance following the last lesson. "Saturday Night Out" is a non-smoking, non-alcoholic environment. Appropriate for ages 16 and older. Wear smooth-soled shoes. Map and driving directions will be mailed with your registration confirmation.

SOCIAL BALLROOM FOR BEGINNERS \$99

Shall we waltz, foxtrot, tango? Whether you are single or have a partner, this class will introduce you to up to five standard steps and turns for each of the dances. Dancing is fun and good for you, too, with all the benefits of a cardio workout. (Staff)

9324-A894 3/31-6/2 T 8:30pm-9:20pm ODS

LATIN DANCING FOR BEGINNERS (10HRS) \$99

Get ready for three hot Latin dances: cha cha, rumba, and mambo. This class is fun, and also gives you a great cardio workout. Whether you are single or have a partner, you will explore dance with Latin style and energy. (Staff)

9337-A894 3/31-6/2 T 7:30pm-8:20pm ODS

NIGHT CLUB DANCING: Swing, two-step, and hustle (10HRS) \$99

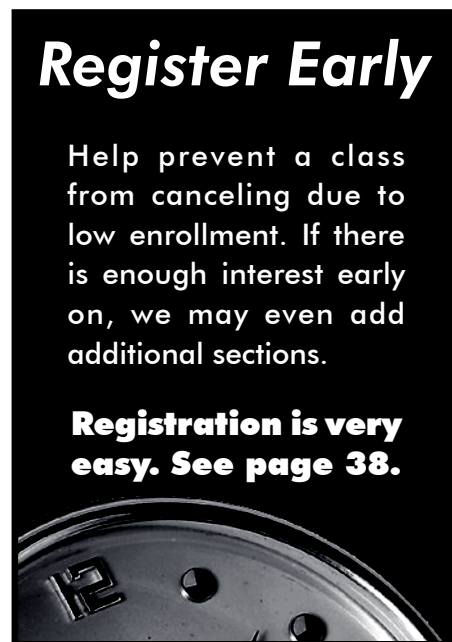
Expand your dance repertoire with the steps to the most popular swing-style dances: east coast swing, night club two-step, and hustle. Whether you are single or have a partner, you'll enjoy this fast and fun class. (Staff)

9368-A894 4/1-6/3 W 7:30pm-8:20pm ODS

Register Early

Help prevent a class from canceling due to low enrollment. If there is enough interest early on, we may even add additional sections.

Registration is very easy. See page 38.





PHOTOGRAPHY

See the Computer Software workshop section for Photoshop, Digital Photos.

BASIC DIGITAL PHOTOGRAPHY:

Without reading the manual (3HRS)

\$45

Do you want to take sharp photos without slogging through the manual that came with your camera? Then this class is for you! As a basic introduction to digital cameras we'll start with the advantages of digital cameras, and then walk step-by-step through taking, uploading, and sharing your photographs off and online. We'll cover the basics every camera owner needs to know, including camera settings, composition, moving images from camera to computer, removing red-eye, storing images on your computer, printing, and sharing photos with others. Bring your camera if you have one, but not required. (Cindy Shebley)

9377-A894 4/20 M 6pm-9pm ATC 104

OUTDOOR SENIOR PORTRAITS (12.5HRS) \$149

Break into the high school senior portrait market! While this is a lucrative market you will also gain skills for outdoor portraiture in general. The morning of the first Saturday will be spent in the class room. Topics covered will include selecting a good location, posing techniques, proper lighting, ethical behavior, equipment selection and interacting with the teen. In the afternoon we will head over to a local area park for an afternoon of shooting with two different models. The morning of the second Saturday will be spent in the class room reviewing your work and giving helpful hints on how to improve even further. Then in the afternoon it will be off to the park again for some more practice. The third session will be spent reviewing the work from the previous Saturday session. An SLR camera, either digital or film, is required. Students are responsible for their own film, developing and printing. Upon completion you will have several images added to your portfolio that can be used in promoting your services as a senior photographer. Class meets two Saturdays, 5/9 and 5/16 with the final session on Thursday, 5/28. (Ernie Jones)

9860-A894 5/9-5/28 Sa 9am-3:30pm BAK 110
Th 6:30pm-8pm BAK 110



RECREATION AND FITNESS

Please see the Certification section for Personal Trainer National Certification.

YOGA FOR EVERY BODY

(6HRS)



\$69

Are you secretly wanting to do try yoga but worried about walking into a class filled with perfect bodies in positions only an octopus could do? You're not alone! Discover ways to gently relax, breath, find clarity and peach of mind while getting a great workout. Our focus will be on postures and movement for beginners and those who are new to exercising. We'll move at a gentle pace with a great amount of focus on combining breath with movements. This class is perfect for all shapes, sizes, and exercise levels. Wear loose-fitting clothes and bring an exercise mat to class. (Indigo)

9908 4/21-5/26 T 6pm-7pm ATC 104

BICYCLE MAINTENANCE FOR WOMEN

(1.5HRS)

\$29

Ladies! If you are ready to become skilled at basic bike maintenance this is the class for you. Discover what tools to carry on every ride, as well as how to fix a flat, repair a broken chain and do adjustments to brakes and shifting. Bring your questions, we'll provide the bicycles and tools for hands-on practice. Wear appropriate clothing (bicycle grease stains clothes). Class is held at Bike Works in Lake Stevens, 2010 Grade Road, 98258 425-334-7812 and visit the website at www.bikeworksls.com. Map and driving directions will be mailed with your registration confirmation. (Scott Stuart)

9318-A894 4/8 W 6:30pm-8pm OFF SITE

9319-A894 5/13 W 6:30pm-8pm OFF SITE

BICYCLE MAINTENANCE (1.5HRS)

\$29

Get the skills needed to maintain your bicycle from a professional. Scott Stuart will show you how to get your bike in top shape for riding, with valuable tips and tricks of the trade. Discover how to adjust your brakes, derailleurs, headset and bottom bracket, as well as how to change your tire. This course is appropriate for beginning and advanced riders. Bring your questions and we will provide the bicycles and tools for hands-on practice. Wear appropriate clothing (bicycle grease stains clothes). Class is held at Bike Works in Lake Stevens, 2010 Grade Road, 425-334-7812. Visit the website at www.bikeworksls.com. Map and driving directions will be mailed with your registration confirmation. (Scott Stuart)

9320-A894 4/22 W 6:30pm-8pm OFF SITE

9328-A894 5/20 W 6:30pm-8pm OFF SITE

IAIDO - CLASSICAL JAPANESE SWORDSMANSHIP (15HRS) \$59

Iaido is the art of drawing and cutting using the Japanese sword (katana). It is as much a spiritual art as it is a martial art with emphasis on a calm mind, proper etiquette, proper handling, and cutting using the katana. Iaido teaches the continual refinement of basic technique. Students, beginners or experienced, will study the 12 forms (kata) of Seitei Iaido and then Muso Shinden Ryu as they advance. Kneepads are mandatory. Beginners will need to purchase a wooden bokken for approximately \$25. The wooden bokken can be purchased from the instructor at the first class session. Appropriate for ages 16 and older. Interested students are encouraged to observe a session in the current quarter prior to enrolling in this quarter. Call 425-267-0150 for the schedule. (Dick Anderson)

9321-A894 3/30-6/8 M 7pm-8:30pm GYM 205

KENDO - JAPANESE FENCING (20HRS) \$59

Kendo is the art of Japanese fencing using a shinai (bamboo sword) and traditional armor, which allows for full contact and competition with others. The emphasis in Kendo for beginners and advanced participants is correct footwork, posture, and hitting. Participants should expect 4-9 months minimum studying and practicing Kendo basics before wearing armor. New students will need to purchase a shinai for approximately \$25-\$30. The shinai can be purchased from the instructor at the first class session. Appropriate for ages 16 and older. Interested students are encouraged to observe a session in the current quarter prior to enrolling in this quarter. Call 425-267-0150 for the schedule. (Dick Anderson)

9322-A894 4/1-6/3 W 7pm-9pm GYM 205

AIKIDO KOKIKAI FOR BEGINNERS (10HRS) \$59

Aikido Kokikai is a martial art concerned with the realization of our fullest potential power in all the activities of daily life. Training in Aikido Kokikai focuses on each individual becoming centered, relaxed, and confident – with both the mind and body working together. With these tools in place, we not only become powerfully proficient at self-defense, but we also become better equipped to fully enjoy our daily lives. Wear loose fitting clothing. Appropriate for ages 16 to adult. Class is held at Kindred Learning Center in Everett, 2804 Grand Ave, Suite #311, 98201. Map and driving directions will be mailed with your registration confirmation. (Shon Grimes)

9326-A894 3/31-6/2 T 7pm-8pm OFF SITE

AQUA TREK SEA KAYAKING ADVENTURES

All of our trips, tours, and treks are designed to be fun, safe, and educational. Aqua Trek guides are friendly, knowledgeable, and patient as they instruct paddle skills or identify birds and wildlife. Each outing begins with a thorough equipment and safety orientation. No previous sea kayaking experience is necessary and anyone in reasonable physical condition should have no problem. We provide top-of-the-line equipment including Eddyline double kayaks which are very stable and comfortable. We believe sea kayaking can be a perfect combination of relaxation, exercise, and adventure which may become a lifetime activity. Highlights, driving instructions, and "what to bring" list provided with your registration confirmation. Children age 10 and older are welcome to register with parent or guardian.

SEA KAYAKING DAY TOUR: La Conner and Goat Island (6.5HRS) \$80

This tour is one of our high tide favorites. We'll pass several small islands that are excellent for bird watching and stop for lunch on Goat Island or a nearby sand island. We'll explore the south entrance to the Swinomish Channel and slip through a salmon escape passage in the jetty. Although the route varies with conditions, we usually paddle completely around Goat Island before heading back to our starting point. Bring your binoculars and cameras! You must register through the Corporate and Continuing Education Center office for this course. (Staff)

9409-A894 5/31 Su 9am-3:30pm OFF SITE

CHUCKANUT BAY (6.5HRS) \$80

We will meet at the Wildcat cove boat launch of Larrabee State Park. After the pre-tour safety and paddling class, we'll launch to follow a beautiful coastline to Chuckanut Bay. This tour is always scheduled at a minus tide because of the abundance of exposed inter-tidal marine life. For example, we've seen as many as seven different species of sea stars! The shoreline is composed of beautifully eroded sandstone, and if conditions allow, we'll paddle across the bay to view some palm tree fossils. For our lunch stop, we are privileged to visit and explore Chuckanut Island, which is owned and managed by the Nature Conservancy. There are some nice tide pools and rocks to explore and we may hike around the island's forested trail. (Because of the fragile environment and lack of restroom facilities on the island, AQUA TREK takes along a porta-potty and tent outhouse). You must register through the Corporate and Continuing Education Center office for this course. (Staff)

9413-A894 4/25 Sa 9am-3:30pm OFF SITE



SEA KAYAKING FUNDAMENTALS (8HRS)

NEW \$289

The Pacific Northwest is a sea kayaker's paradise - one that you too can enjoy if you have the knowledge and skills. Whether you are new to sea kayaking or want to improve your skills, this class will help prepare you to safely explore our beautiful Northwest waters. This three-session class consists of two classroom sessions (Tuesday and Thursday) and one lake session (Saturday). Topics include how to select kayaks, clothing, and gear that will work for you and your budget; how to transport, launch, and land your kayak; how to prevent injury and review other considerations for a safe, fun trip; how to paddle effectively and efficiently by using a variety of paddle strokes; how to use your boat and body for easier, sharper turns; how to use tide and current tables and nautical charts to plan your trips and navigational techniques to keep you on course; how to prevent capsizing with bracing strokes and how to get back in your boat if you capsize as well as how to assist others if they capsize. The Saturday "on the water" session will meet at Homestead Park at Silver Lake in Everett. Class fee includes use of kayak, spray skirt, paddle, pump and drysuit. (Connie Campbell)

9432-A894	5/12-5/16	TTh	7pm-9pm	BAK 110
		Sa	10am-2pm	BAK 110
9434-A894	6/9-6/13	TTh	7pm-9pm	BAK 110
		Sa	10am-3pm	BAK 110

CEUs

(Continuing Education Units)

Are available for most workshops

Please make your request when you register

Meet Your Instructors

PHOTOGRAPHY

Ernie Jones owns a small photography business that specializes in high school seniors and weddings. He purchased his first camera over 30 years ago and has been involved in photography ever since. Over the years he has improved his skill by attending classes and workshops, through self study and by endless practice sessions.

RECREATION AND FITNESS

Indigo has been belly dancing and performing for 10 years. Her extensive study of dance, anatomy, movement, yoga, rhythms and Middle Eastern culture have given her a understanding of the dance which has helped her in being a popular performer to audiences. Indigo's studies of belly dance include her specialties of Arabic Cabaret, American Cabaret, Gypsy Belly Dance as well as musical interpretation and rhythms. Incorporating her knowledge of ballet, yoga and jazz into belly dance gives Indigo a unique flair as a performer and instructor. Indigo performs and teaches belly dance locally and nationally. For more info about Indigo please visit www.indigodance.net

Nathalye Isaacson has been dancing salsa for 10 years. She studied salsa dance at the Academy Swing in Medellin, Colombia, and has taught both adults and children. She loves to dance and share the joy of the salsa music.

Wildwater River Tours has been leading river tours since 1980. Each guide has at least 50 hours of formal training, including 150 hours of river experience.

Michael Bennett is Pacific Fly Fisher's principal owner and General Manager. Michael grew up fishing along the Umpqua and Rogue rivers in Southern Oregon. He is now a full-fledged steelhead aficionado, spending time on the Skykomish, N. Stillaguamish, Hoh, Deschutes, Grande Ronde, Klickitat, and rivers of the Skeena in Northern British Columbia. Michael also enjoys Washington's outstanding stillwater trout fishing, the Yakima, and just about anywhere else where the fish will take a fly. He has fly fished from Mexico to Alaska for bluegill to blue sharks. Michael became a Federation of Fly Fishers Certified Casting Instructor in 1994 and has been teaching fly fishing, casting, and tying classes since the age of 22. He is also a contributing author and photographer in Northwest Fly Fishing magazine.



PACIFIC FLY FISHERS

These classes are held at Pacific Fly Fishers, 1018 – 164th Street SE, Ste. A-22, Mill Creek, 98012. Map and driving directions will be mailed with your registration confirmation.

FLY FISHING STILL WATERS (8HRS) \$75

Washington has some of the best stillwater fly fishing in the country. Lakes, however, can be challenging to master. In this workshop, anglers will gain valuable insight on finding fish in stillwaters, insects and other available food items, presentation techniques, equipment considerations, fly patterns and where to go in our local area. Then we'll put it all together in a half-day of fishing on one of our local lakes. Each workshop includes two, two-hour (Wednesday and Thursday) evening classroom sessions and one, four-hour morning on-the-water Saturday session. (Pacific Fly Fishers)

9003-A894 3/25-3/28 WTh 7pm-9pm OFF SITE
Sa 8am-12pm OFF SITE

FLY FISHING PUGET SOUND BEACHES (7HRS) \$75

Explore the abundance of fly fishing opportunities on the beautiful beaches of Puget Sound. We will explore the techniques and strategies used to successfully fly fish for sea-run cutthroat trout and salmon from the beach. Topics include how to choose a fishing location, reading beaches to find fish, fish behavior and movement, understanding tides, useful fly casting techniques, and equipment considerations for this type of fly fishing. After two evening sessions in a classroom environment, the final class will take place on the beach for on-the-water instruction and a morning of fishing. You will need to provide your own WA Saltwater fishing license, waders and wading boots, 5-7 weight fly rod with reel and floating or intermediate-sinking line, leaders, sunglasses and flies. (Pacific Fly Fishers)

8998 5/6-5/7 WTh 7pm-9pm OFF SITE
5/9 Sa 8am-11am OFF SITE

FLY FISHING IN WASHINGTON (4HRS) \$49

Discover the fly fishing opportunities that abound in Washington and the surrounding areas. Join us as we take an up-close look at numerous rivers, lakes and saltwater locations throughout the area. Gain valuable insider information as we dissect each location based on target species, best times of year, techniques, and conditions. Anglers participating in this class should expect to take away a solid understanding of the fly fishing opportunities in Washington and nearby areas as well as a month-to-month understanding of where to fish any month of the year. (Pacific Fly Fishers)

8999 5/13-5/20 W 7pm-9pm OFF SITE

WILDWATER RIVER TOURS

Are you searching for the ultimate ride on a whitewater trip? Or maybe a family-friendly outing that is educational as well as entertaining? Wildwater River Tours, Inc. offers adventure on some of the wildest rivers in Washington as well as relaxing, scenic float trips. For river trips that are guaranteed to stimulate, we have the rafting trip for you. Directions, recommended clothing list, and pertinent trip information sent with registration confirmation.

TOUTLE WHITewater RAFTING (4.5HRS) \$79

Ride rumbling rapids in the shadow of Mt St. Helens. Nature is slowly repairing herself in the aftermath of the colossal volcanic eruption but you can still see evidence of the damage. Because of the volcanic silt, the Toutle River changes constantly. You will hit big waves and bottomless holes while plunging through "staircase," "tea kettle," and "Hollywood gorge" rapids. An experienced guide will scout the river and steer your paddle raft. Trip includes a Neoprene wet suit, booties, and a delicious buffet lunch. Appropriate for adults and youth ages 16 and older in good physical condition (youth under 18 must be accompanied by a parent or guardian). Directions, recommended clothing list, and pertinent trip information sent with registration confirmation. (Wildwater River Tours)

9421-A894 4/25 Sa 11am-3:30pm OFF SITE
9422-A894 4/26 Su 11am-3:30pm OFF SITE

HEALTH AND WELLNESS

See the Personal Interest section for Caring for Your Aging Parents-Online. See the Caregiving section for The Three D's: Depression, dementia, demanding; Dealing with Grief and Loss; Out Smart Stress; and Great Communication is Simpler Than You Think. See the Medical and Health Fields section for CPR for the Healthcare Provider.

PHARMACY 101: Education for consumers (8HRS) \$69

Get clear answers to your pharmacy questions. Discover friendly ways to dispose of expired medication, the safety of ingesting expired medications, and how and why you are prescribed more than one medication for the same ailment. We'll explore prescription, non-prescription, compounded, naturopathic, homeopathic, vitamin-mineral supplements, herbal products and much more. E. Michelle Valentine, M.S., R. Ph. is a licensed consulting community pharmacist with over 30 years of experience. She is not associated with any pharmacy, business, or industry so you'll receive unbiased information. (E. Michelle Valentine, M.S., R. Ph.)

9038-A894 4/17-5/8 F 9am-11am ATC 112

WENATCHEE WHITewater RAFTING (5HRS) \$79

The sunny side of the cascades is a definite splash. Roller coaster action and generally sunny weather makes this snow-fed river a favorite for river-runners. You'll experience commanding scenery that includes apple orchards and tall bluffs. The whitewater maneuvering in "Boulder Bend, Rock & Roll, Drunkards Drop and Snow Blind" rapids will definitely capture your attention. Participants will paddle self-bailing rafts with an experienced guide. All rafting equipment and a fantastic buffet lunch are included. (Staff)

9416-A894 5/9 Sa 10am-3pm OFF SITE
9417-A894 5/17 Su 10am-3pm OFF SITE



CARING FOR YOUR AGING PARENTS - ONLINE (24HRS) \$49

Do you feel overwhelmed by the prospect of taking care of your aging parents? Would you like the skills to bring harmony to the family? This online course provides mentoring and step-by-step techniques and strategies. Topics include the evolving relationship between you and your parents; confronting independence (e.g., living alone, driving, falls); getting cooperation from your siblings; medical care options; living arrangement options; managing the finances; and available resources for both yourself as a caregiver and your parents. You will read lessons, participate in exercises, and hold live interactive discussions with the instructor and fellow students in your online classroom. The classroom is available 24 hours a day; students may log in at their convenience. You will have six weeks to complete the course but it is truly self-paced. You must have access to a PC with Internet Explorer 6.0 or its equivalent on a Mac, and possess intermediate PC skills. Please provide your email with registration. (Gary Fugere)

9273-A894 4/28-6/11 ARRANGED

REIKI - Level I (8HRS) \$250

Reiki is a profound vibrational system of hands-on healing that tends to restore physical, mental, emotional and spiritual balance to the individual recipient. Foundational to the practice of Reiki is the philosophy that all healing is self-healing. The Reiki practitioner must be engaged daily in his or her own healing work, including daily Reiki self-treatment. This workshop provides the foundation for practicing this healing art and is a prerequisite for all future classes. You will explore the hand positions for yourself and others, and will receive the necessary attunements to begin practicing. Class material also covers the background and history of Reiki, and includes practice time to integrate learning. Classes held at the Tree of Life Reiki Training Institute, 5557 38th Ave NE, Seattle, WA, 98105-2203. Map and driving directions will be mailed with your registration confirmation. (Kathy Heffernan)

9352-A894 4/18 Sa 10am-6:30pm OFF SITE
9353-A894 5/16 Sa 10am-6:30pm OFF SITE

CIRCUIT FITNESS FOR SENIORS (20HRS) \$79

Circuit fitness develops cardiovascular fitness, muscular endurance, and flexibility through the use of weight machines, treadmills, rowing machines, and exercise bikes. Improve your fitness in minimum time with maximum benefits. (Cheryl Gstohl)

9900-A894 3/31-5/26 TTh 9am-9:50am GYM 100

CARDIOVASCULAR EXERCISE THERAPY (20HRS) \$149

RN supervised Phase III/IV rehabilitation exercise program for people with known coronary artery disease, or other risk factors like stress, high blood pressure, diabetes, a history of smoking or sedentary lifestyle. Participants use stationary bikes, Nordic track, Universal equipment, and treadmills. Course includes risk factor modification strategies and informal peer support. Prerequisite: Participants with high-level risks may need a physician's referral. (Pat Ainsley/Mary Gleason)

9901-A894 3/2-5/29 MWF 7:30am-8:20am GYM 100

MEDICAL AND HEALTH FIELDS

VETERINARY ASSISTANT - ONLINE (240HRS) \$1795

Enjoy the rewards of working with animals! Veterinary assisting is a rewarding career in a growing field. This exciting new online veterinary assistant program can help you make a difference. The essential skills you will gain in this program will help you keep animals healthy, care for them when they are ill, and assist veterinarians in their offices. Discover how to interact with animals and their owners, obtain animal health histories and records, understand veterinary medical terminology, recognize the major breeds of various animals, assist the veterinarian with caring for animals, assist with surgical and treatment procedures, recognize signs and symptoms of illness and disease, and perform administrative duties in the veterinarian's office. Upon registering, you are given an initial six months to complete the program. Should you need more time, you may request a 6-month extension at no additional charge. Please note: Once the course is accessed either by requesting materials or viewing lessons, there are no refunds. (Staff)

9907-A894 ARRANGED



20-20 INSIGHT: Advanced techniques of short-term counseling (16HRS) (1.6 CEUs) \$199

Explore effective methods of short-term counseling and cost-effective ways to initiate change in your clients. You'll discover how simple methods can produce major breakthroughs of your clients' emotional and behavioral barriers. Topics include non-visual and non-verbal techniques in depth, using client blocks and resistance as an advantage, and using abreactions to the benefit of the client. You will enjoy practicing each of the many techniques in class, immediately gaining the confidence to use these new skills on your own between classes. Handouts included. You may purchase optional CD (\$15) from the instructor. (Kate Bowditch, MA, LMHC)

9450-A894 3/30-5/18 M 6pm-8pm BAK 113

NURSING ASSISTANT CERTIFIED - NURS 100 (160HRS) (10 credits) \$1995

This training program helps prepare you to certify as a Nursing Assistant (NAC). Instruction includes basic technical skills, mental health and social services needs of clients, client's rights, promotion of client's independence, communication and interpersonal skill development, safety and emergency procedures, rules and regulations that affect the NAC practice, personal care skills, basic restorative services, infection control, CPR instruction, and HIV training. Includes clinical experience at a long-term care facility. The course materials, lectures, and lab exercises are in English. To benefit fully, you need a good understanding of the English language. PR: High school diploma or GED and completed student immunization record. You are also required to purchase a uniform and shoes, medical equipment, and textbook (text available at EvCC Bookstore) for approximately \$500. A detailed list of these requirements as well as details of the program instruction is included in the curriculum guide. Dates and hours vary from day to day. To obtain a curriculum guide and schedule, call 425-388-9461. This program is approved by the Washington State Department of Social and Health Services. Self-support, non-tuition class; class cost is \$1995; and additional technology fee may also apply. Class begins March 30 and ends June 3. Payment is due at time of registration. Last day to register: March 24. Last day for 100% refund: April 3. There is no 50% refund option. Registration is by permission only. (Dorinda Sundberg)

9722-A894 3/31-6/3 T 12pm-5pm IND 167
W 12pm-4pm IND 167



CPR: Basic life support for the health care provider (5HRS) \$79

This course is for healthcare providers, such as physicians, nurses, paramedics, emergency medical technicians, respiratory therapists, physical and occupational therapists, physician's assistants, residents or fellows, medical or nursing students in training, aides, medical or nursing assistants, police officers, and other allied health personnel who must have a credential documenting successful completion of CPR for healthcare provider course. Course teaches CPR skills for

helping victims of all ages (including doing ventilation with a barrier device, a bag-mask device, and oxygen); use of an automated external defibrillator (AED); and relief of foreign-body airway obstruction (FBAO). This course follows the most current AHA healthcare provider guidelines. The certification is valid for two years. Due to the length of the class you may wish to bring beverage and snacks to eat during the short breaks; no formal meal break is scheduled. *BLS Healthcare Provider* textbook included (\$10 value). Presented by "I Know CPR." (Staff)

9197-A894	4/15	W	4pm-9pm	ATC 107
9198-A894	5/2	Sa	9:30am-2:30pm	ATC 107
9199-A894	5/20	W	4pm-9pm	ATC 107
9200-A894	6/3	W	4pm-9pm	ATC 107

YOUTH

See the Recreation and Fitness section for Intermediate Iaido: Classical Japanese Swordsmanship; Intermediate Kendo: Japanese Fencing; a variety of dance classes, Wildwater River Tours; and a variety of kayaking classes. See the Music section for Guitar for Adults and Teens. See the Personal Interest section for Presenting Yourself; The Modeling World; and The Art of Makeup.



GUITAR FOR ADULTS AND TEENS - LEVEL I (8HRS) \$99

Learn to play the acoustic guitar! You'll be introduced to the most common chords used in many popular songs. You'll also discover how to make chord changes called progressions, use basic strumming patterns, and tune your guitar. No prior music experience is necessary. Although you will need to bring an acoustic guitar to class, these skills also apply to the electric guitar. Appropriate for ages 13 and older. Class will not meet on 11/11.

(Eric Wood)
9276-A894 4/7-5/26 T 6:30pm-7:25pm BAK 111

NATURAL AS (3HR) \$49

Would you like to increase your grade point average quickly and easily? In this workshop you will discover that any student can significantly enhance grades, self-confidence, and chances for scholarships and college admissions by performing academic skills in alignment with the brain's natural patterns. This makes note-taking, reading, studying, memorizing, and test-taking amazingly efficient. Discover simple methods for understanding math and other subjects, optimizing focus and concentration, and preventing test anxiety. Students of all ages describe this class as "awesome," "necessary," and "easy-to-understand." The instructor graduated at the top of his college class with a 4.0 GPA, has a Juris Doctor degree from Brigham Young University, and conducts academic success seminars across California. \$30 due to the instructor at the first class session for outline, handouts, workbook, and CD. Parents who wish to attend with their minor child must register and pay the course fee; but can share course materials with their child. Appropriate for ages nine and older.

(Curtis Adney, M.S., J.D)
9315-A894 4/18 Sa 9am-12pm BAK 113

CPR and First Aid Training



EvCC Corporate & Continuing Education Center CPR classes follow the most current AHA Healthcare Provider guidelines. Instruction is provided by "I Know CPR" in an enjoyable and low stress manner. American Heart Association certificates are issued the day of successful course completion.

Call 425.267.0150 for more information or see this page.



ED2GO ONLINE

ONLINE NON-CREDIT CLASSES: Ed2Go \$89

Can't make it to class on a regular schedule? In collaboration with Ed2Go EvCC's Corporate and Continuing Education Center now offers a wide variety of non-credit classes online. These courses are delivered over the Internet, and you can study from your home or office at any time of day or night. The courses are taught by instructors who are famous for their ability to create warm and supportive learning communities, plus are affordable, fun, fast, and convenient! We've listed the course categories we offer below. However, for a full list of course titles and descriptions visit the class web site www.ed2go.com/everett and select "Courses." While visiting the website, test drive a free sample class by selecting "demo" on the landing page!

How Online Classes Work:

Each class is \$89, lasts for six weeks, and has a set beginning and end date. You have two class sessions to choose from for Spring quarter:

3/18-4/24 or 4/15-5/22

On the class start date you will access lessons and assignments in an interactive online format via the Internet. Each course is project-oriented and includes lessons, quizzes, hands-on assignments, discussion areas, and supplementary links. A course includes twelve sets of lessons with a new lesson released each Wednesday and Friday, culminating in a final exam. You pick up lessons from the web, complete assignments, then return to the web to complete the chapter quizzes. When you finish the course you can print out an individualized completion letter showing your progress and completion.

How to Get Started:

Visit our Online Instruction Center at www.ed2go.com/everett. Select the "Courses" link to browse through our course listings and descriptions. When you are ready to register for a class, while on the individual course's webpage merely click the "Enroll Now" button and follow the instructions to enroll and pay for your course. Be sure to complete the orientation where you will learn important information about your course, and choose your name and password to access your course. (This step is critical! You cannot access your course until you complete the orientation.) On the start date of your class return to the Online Instruction Center website and select the "Classroom" link. To begin your studies, simply log in with the name and password you provided during orientation.

Computer Requirements:

All courses require Internet access, e-mail, and Netscape Navigator or Microsoft Internet Explorer web browser. Some courses may have additional requirements listed in the course description.

Major Topic Areas:

- The Internet
- Web Page Design
- Web Graphics and Multimedia
- Basic Computer Literacy
- Computer Applications
- Graphic Design
- Computer Troubleshooting and Networking
- Database Management and Programming
- Digital Photography and Digital Video
- Languages
- Writing and Publishing
- Entertainment Industry Careers
- Grant Writing and Nonprofit Management
- Start Your Own Business
- Sales and Marketing
- Accounting
- Business Administration
- Test Prep
- Personal Development
- Personal Finance and Wealth Building
- Health, Nutrition and Fitness
- Personal Enrichment
- Child Care and Parenting
- Art, History, Psychology and Literature
- Math, Philosophy and Science
- Teaching and Instruction

The gift that keeps on giving,
THE GIFT OF LEARNING

Are you tired of giving the same old gifts? Our staff will be happy to assist you in selecting just the right workshop for that special someone.

- Computer Workshops
- Financial Management
- Recreation and Fitness
- World Languages
- Kayaking and Rafting
- Dance
- Health and Wellness
- Music and Art
- Travel
- Culinary Arts

You may purchase an attractive gift certificate for a specific workshop or for a dollar amount that can be applied to a class of the recipient's choice. Fill out the form below and see the next page for fax and mailing instructions.

Your name: _____

Phone: _____

Your address: _____

City: _____ Zip: _____

Recipient's name: _____

Phone: _____

Address: _____

City: _____ Zip: _____

Message: _____

Gift Amount: \$ _____ OR

Course # _____

Payment:

Check Enclosed

Visa/MasterCard

Card #: _____

Exp. date: _____

Signature: _____

SATISFACTION GUARANTEED

If you are not completely satisfied with one of our workshops or were not able to attend due to an emergent situation, you may repeat it (one time, tuition-free, for up to one year, as long as there is space available and the course is still offered). Valid picture identification required. Call Corporate and Continuing Education Center at 425-267-0150 for information. (Online and credit-bearing courses are excluded from this policy.)

OUR REFUND POLICY

Cancellations or changes to your schedule need to be made at least 4 business days prior to first class session to receive a refund. Classes not meeting minimum enrollment will be canceled and refunded 100%. Allow 30 days to process refunds. Any exceptions to this policy are listed in the applicable course descriptions. See also "Satisfaction Guaranteed" policy above.

CANCELLATIONS

Classes not meeting minimum enrollment will be canceled. The College will attempt to notify students 3 days prior to the class start date if a class is being canceled.

Everett Community College does not discriminate on the basis of race, religion, creed, color, national origin, age, sex, sexual orientation, marital status, the presence of any physical, sensory or mental disability, or status as a disabled or Vietnam era veteran in its program and activities, or employment. The Vice President of Student Services has been designated to handle inquiries regarding student-related non-discrimination policies and can be reached at 2000 Tower Street, Everett, WA 98201, or by phone at (425) 388-9589. The Associate Vice President of Human Resources has been designated to handle employment-related inquiries regarding the non-discrimination policies and can be reached at 2000 Tower Street, Everett, WA 98201, or by phone at (425) 388-9232.

How To Register

To guarantee space in a class, registration is recommended at least one week prior to class start date. Registration confirmations are not guaranteed to arrive via mail. If you do not receive confirmation three days prior to your workshop, please call us at 425-267-0150.



ONLINE REGISTRATION: www.everettcc.edu/ce
(Visa/MasterCard/Discover only) 24/7



PHONE-IN REGISTRATION: 425.267.0150

(Visa/MasterCard/Discover only) 8am-4pm, Monday-Friday. Please be prepared to give all information included on the mail-in form below.



FAX-IN REGISTRATION: 425.267.0171

(Visa/MasterCard or company purchase order only.) Complete the mail-in registration form below. Transmit your form and payment to our fax number.



MAIL-IN REGISTRATION:

Complete the mail-in registration form below. Include payment for the exact amount of tuition. Mail to: Everett Community College
Corporate & Continuing Education Center
2333 Seaway Boulevard, Everett, WA 98203



WALK-IN REGISTRATION:

Register at least one week in advance of class start date. You may register at the Applied Technology Training Center, 2333 Seaway, Blvd., Everett, M-F 8am-4pm.

LEGEND

Item #	Date	Day	Time	Location
9864-A782	7/16-7/22	MTWTh	4-8pm	ATC 113



EVCC Corporate & Continuing Education Center REGISTRATION FORM

USE ONLY FOR CLASSES OFFERED THROUGH CORPORATE & CONTINUING EDUCATION CENTER.

Registration for: Name: _____
 Fall 2000 Student ID# _____ First _____ Middle _____ Social Security # _____ Last _____
 Winter 2000 Mailing Address _____
 Spring 2000 _____ Street _____ () - _____
 Summer 2000 _____ City _____ State _____ Zip _____ Phone Number _____
 Birthdate: Month _____ Day _____ Year _____ Female Male
 Ethnic Origin: _____ E-mail Address: _____
 Proof of Completion required for a funding source? Yes No _____

Item Number	Quarter Code	Course Title

Student Signature _____ Date: _____
 METHOD OF PAYMENT: Check or money order Credit Card payment: Visa MasterCard Discover
 Card number: _____ *V-code: _____
 Name on card: _____ Exp. date: _____
 Signature: _____

* The V-code is the last 3 digits of the number located on the back of your Visa/MasterCard. We now require the V-code in order to process your credit card. This new policy has been implemented in response to the increasing threat of credit card fraud. This policy is in place to protect you!

TO REGISTER FOR CLASSES:

Phone: 425.267.0150

Fax: 425.267.0171

Walk in: Everett Community College
 or Mail: Applied Technology Training Center
 2333 Seaway Boulevard
 Everett, WA 98203

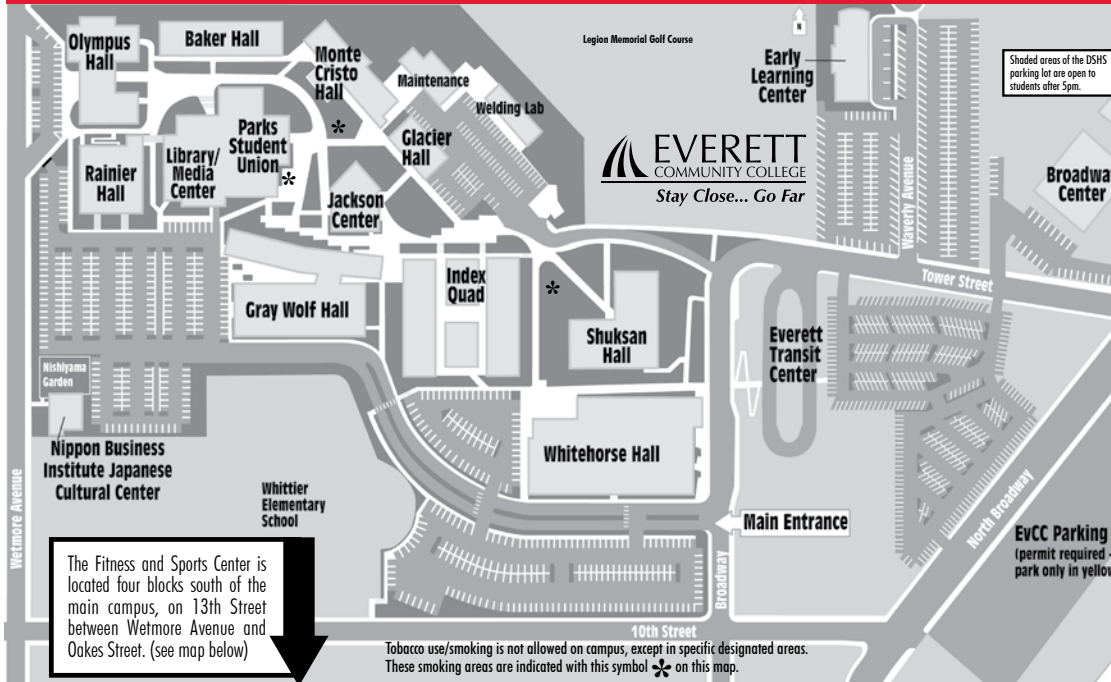
REGISTRATION CONFIRMATION

If you register at the Jackson Center on the main EvCC campus call the Corporate & Continuing Education Center office to receive your Registration Confirmation and any additional information you may need prior to the class start date. Registration confirmations are not guaranteed to arrive via mail. If you do not receive confirmation three days prior to your workshop, please call us at 425-267-0150.

Questions regarding Corporate & Continuing Education Center classes can be directed to attcreg@everettcc.edu

Providing your ethnic origin is voluntary. Your Social Security number is confidential and, under Federal Family Education Rights and Privacy Law, it may not be released. See College Catalog and Class Schedule for the uses of your SSN.

EvCC Campus and Off-site Location Maps



EVCC MAIN CAMPUS

BAK	Baker Hall
GWH	Gray Wolf Hall
GYM	Gymnasium (Sports/Fitness Center)
IND	Index Quad
JKC	Jackson Center
MON	Monte Cristo Hall
NBI	Nippon Business Institute
OLY	Olympus Hall
PGB	Port Gardner Bay Room
PSU	Parks Student Union
SHK	Shuksan Hall
WHI	Whitehorse Hall

OFF CAMPUS

ATC	Applied Technology Training Center
LKH	Lake Stevens High School
ODS	Oly's Dance at the Dorothy Jane Studio
OFF	Off-campus site
PEC	Aviation Maintenance Technology School at Paine Field Aviation Complex

DIRECTIONS TO ATTC

From I-5 Northbound: Take exit 189 (Mukilteo/Whidbey Island). Once in the exit lane stay to the left and go up and over I-5 onto Hwy 526 West. Proceed to the Seaway Blvd. exit. Take Seaway exit (which only heads North). Proceed approx. one mile. ATTC is on the right-hand side of Seaway Blvd.

From I-5 Southbound: Take exit 189 (Mukilteo/Whidbey Island) and proceed to the Seaway Blvd. exit. Take Seaway exit (which only heads North). Proceed approx. one mile. ATTC is on the right-hand side of Seaway Blvd.

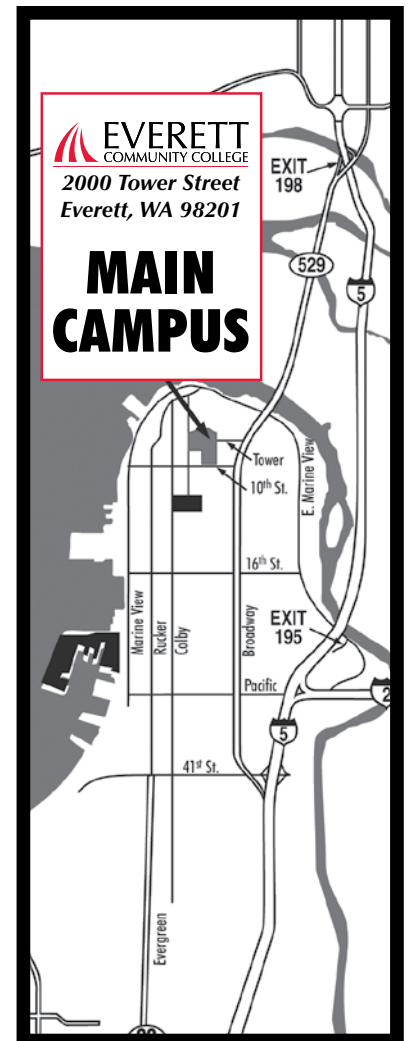
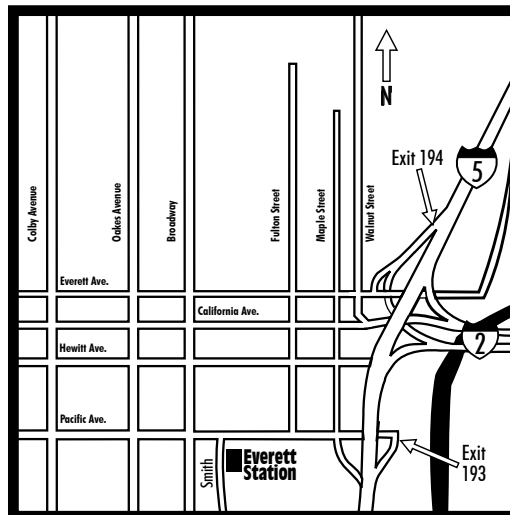


DIRECTIONS TO MAIN CAMPUS

From I-5 Northbound: Take Exit 195 and turn left onto E. Marine View Drive. Go one half mile to 16th Street and turn left. Follow 16th Street to Broadway, turn right onto Broadway and continue to Tower Street and turn left. Follow Tower Street two blocks and turn left to the main college entrance and campus parking on your right.

From I-5 Southbound: Take Exit 198 and follow the highway south into Everett to Tower Street and turn right. Follow Tower Street two blocks and turn left to the main college entrance and campus parking to your right.

From Downtown Everett: Take Broadway north to Tower Street and turn left. Follow Tower Street two blocks and turn left to the main college entrance and campus parking on your right.



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