

Lifelong Learning, Career & Personal Development

2020
Decade Discount
inside!

Your Path to Learning

Community Education
Spring 2020 Schedule
Classes through May 2020

Register Online
www.laspositascollege.edu/communityed



LAS POSITAS
COLLEGE

Spring Brings Opportunity!

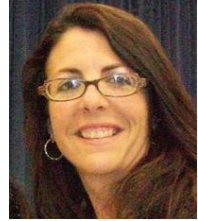
Welcome to Spring 2020! It's a new year and a new you! Spring is the perfect time to take the first step to improve your skills or just pursue a fun hobby with Community Education.

Spend \$220 with Community Education and you'll get our Decade Discount of \$20.00 (Sorry, ed2go classes, Phlebotomy, and other special arrangement classes do not qualify for the discount). Be sure to register between 1/1/2020 and 1/31/2020 to get your discount! Offer ends January 31, 2020. No code necessary, discount taken automatically at the time of payment.

Call the office today to start the decade with your lifelong learning goals achieved!

**2020
Decade Discount
see above!**

In Learning,
Frances DeNisco
Program Coordinator



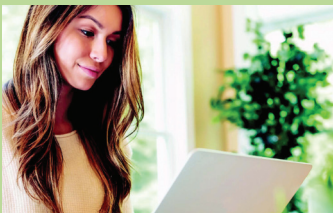
No college credit is offered. Classes do not require admission to the college, and do not involve exams. There are no transcripts or grades and classes are not transferable. Minimum enrollment is required for classes to start. Community Education is a self-supporting entity of LPC and is not funded by taxpayer dollars. Community Education classes are offered in addition to the LPC instructional program. Community Education classes do not necessarily reflect the views or policies of Las Positas College. Las Positas College does not endorse any person or product.



Featured Instructor

Rosmary Bartsch, founded Bartsch Law, Tax & Estate Planning Services, in Livermore in 2004. Rosmary has been an estate planning attorney specializing in Trust Administration for over 20 years. Her tax and business background broaden her abilities to maximize tax advantages and asset preservation in the estate planning arena.

Programas de Entrenamiento Profesional POR INTERNET EN ESPAÑOL



PROGRAMA DE CERTIFICADO DE CONOCIMIENTO BÁSICO DE HVACR NATE CORE

90 Horas

Un programa de introducción a la industria HVACR diseñado a fin de abordar el conocimiento fundamental de la calefacción, la ventilación, el aire acondicionado y la refrigeración.

FUNDAMENTOS DE PRESTON BAILEY PARA EL DISEÑO FLORAL

240 Horas

El curso está diseñado para principiantes que no tienen experiencia con flores, arreglos florales o diseño floral. Los estudiantes aprenden los trucos que todo buen diseñador floral profesional depende.

Inscríbete hoy, o para más informes visita:

careertraining.ed2go.com/lpccommed

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"Thank you so much for all your help with our trip of a lifetime! Our tour manager, Savio was wonderful. Collette gave us a first rate trip and I had no worries!"
—Cheryl, Tuscany
Traveler from Pleasanton

FREE Travel Seminar and Slideshow

Our destination group travel program is exciting! We are offering a variety of trips in 2020...come see a slide show about our hosted national and international trips, and view a slideshow of our program! Get all your questions about travel with Community Education answered while getting informed about our beautiful destinations and upcoming trips... Register today so we know how many to expect, and because seating is limited! *Alex Capozzolo is a Business Development Manager with Collette Tours.* 10144 1/30 Thu 6:00 - 7:00pm Free



Travel with
Community Ed



Travel with Community Ed



Spain's Classics
April 25 - May 5, 2020



Spotlight on New Orleans
October 18 - October 22, 2020



Classical Greece
November 29 - December 8, 2020



May 30, 2020
9:00am to 1:00pm

Free, family event but space is limited. Registration required.

*Come see what you can
 "Mayke"*

at Las Positas College!

www.laspositascollege.edu/communityed

NEW

French Conversation Fluency

Improve your French speaking skills and build up your confidence. Class focuses on fluency, pronunciation and common, everyday language. We will practice communication skills using role plays, debates, discussions, games and presentations. Course is taught in French! (All skill levels are welcome, but it is recommended for anyone who has prior coursework in French and wants to improve Accent, pronunciation, and conversational skills). We are both highly experienced educators and passionate about teaching French. *Marie-Anne is a native French speaker with many years of experience teaching French. Sharon is a professor at Las Positas and has previously co-taught Advanced French.*

FLF532 4/4 - 5/23 Sat 2:00 - 4:00pm \$159



Beginning Conversational Spanish

Beginning Conversational Spanish starts with language fundamentals including the alphabet, pronunciation, basic vocabulary and grammar rules. Emphasis is placed on simple conversational situations. Students learn sentences and phrases they need to express themselves in Spanish at work and while traveling. Take each class in sequence. Required Text: Practical Spanish Grammar, by Marcial Prado (ISBN: 0-471-13446-5) available online. Please purchase the book prior to the first class meeting. *Aida Moyer has had extensive experience teaching Spanish in Columbia and is currently teaching Spanish at Livermore High School.*

AL110 1/23-2/27 Thu 7:30 - 9:00pm \$139

CONTINUING

AL110 3/5-4/16 Thu 7:30 - 9:00pm \$139

CONTINUING

AL110 4/23-5/28 Thu 7:30 - 9:00pm \$139

Intermediate Conversational Spanish A

Class continues after Beginning Conversational Spanish series. Bring your book back with you to class, and call the office if you will just be joining at this level to get the book name and ISBN prior to class so you can order it online. *Moyer*

AL110x4 1/22-2/26 Wed 7:30 - 9:00pm \$139

Intermediate Conversational Spanish B

AL110x4 1/22-2/26 Wed 6:00 - 7:30pm \$139

Advanced Spanish Conversation

Course is designed for people who have completed at least 2 years of Conversational Spanish. A more complex look at Spanish Grammar is a part of this class. Learn even more about different Spanish cultures throughout the world. Improve your reading and comprehension as well. In this conversation course, students will be given the opportunity to communicate using the Spanish they have been learning through former classes. This practice will enhance their travel work and everyday interactions with Spanish-speaking people. Completion of Intermediate 6 is necessary to take this class. You can also enroll with instructor permission. Book to continue learning! *Moyer*

SP743 1/23-2/27 Thu 6:00 - 7:30pm \$139

Spanish for Medical Professionals

Are you frustrated by the communication gap that can occur between you and your Spanish-speaking patients? If you answered yes, this Spanish class - designed specifically for healthcare professionals - will help you bridge that gap. You will complete the course with the skills you will need to effectively communicate with your Spanish-speaking patients. *Cristina Sempé specializes in teaching her native language to adults, having taught more than 35 years at community colleges, community education programs, and for Cleveland City Schools' adult education.*

SMP485 2/3-3/27 Online \$290

OR

SMP485 4/6-5/29 Online \$290



Back by Popular Demand!

Certified Phlebotomy Technician Course (CPT 1)

Phlebotomy Technicians are in demand as one of the fastest growing occupations in healthcare. Launch your career as a Certified Phlebotomy Technician 1. This course provides a complete learning experience—with 48 hours of classroom instruction and a 40-hour hands-on externship. The course is also designed to prepare you to take the National Certification exam to become a California Certified Phlebotomy Technician 1 (CPT1). *AUMT INSTITUTE Our mission is to equip aspiring healthcare professionals in California with flexible, cost-effective learning opportunities that will help them forge a successful career in this field.*

CPT1 2/15-4/4 Sat 9:00 - 3:30pm \$2,500

Materials Fee \$217



QUICKBOOKS ONLINE COURSES

Learn from the comfort of home!

24-Hour Access
Discussion Areas
6 Week Format

\$99

www.ed2go.com/lpccommed



CAREER TRAINING

Medical Insurance Billing Certificate

Learn medical billing and become a valued professional in the fast-growing healthcare field. Topics include: CPT, ICD-10, and HCPCS coding as well as Worker's Compensation/personal injury billing and computerized billing software. Courses are taken consecutively in a synchronous, instructor-led, online format. Once registered, you'll be provided with login instructions and information on how to purchase the materials needed for the class. Students will receive a "Certificate of Study" issued from KGP, LLC. Basic computer proficiency is recommended. Online orientation is required. Dates and times of class are listed online. Please consult times and days to be sure you can **attend class online** at specific times required. *Kris G Patterson is the owner of a successful Medical Billing and Consulting firm, KGP Medical Billing located in LA. Thousands of students have benefited from her knowledge in the medical field by taking courses at one of the over 35 colleges she has taught through in Northern, Central and Southern CA. She has taught Medical Insurance billing for over 18 years.*

MIBC101 2/15 Sat 10:00 - 11:00am \$150
2/18 - 3/25 Tu, W, Th 6:30 - 8:30pm
Materials Fee \$295

Medical Front Office Certificate

Running the front desk in a medical practice is a very rewarding experience and an excellent way to begin a career in the medical field. Are you interested in becoming a Medical Front Office/Medical Receptionist/Intake Coordinator? Class prepares you to begin a rewarding career and to become an integral part of a medical office team. Students will receive a Certificate of Training from KGP LLC upon completion of the classes. **Your must attend class at specific times online.** See website for dates of class before your enroll. Please contact the office for information about enrolling in this class. *Patterson*

MO215 2/15 Sat 10:00 - 11:00am \$89
2/18-3/25 Tu, W, Th 6:30 - 8:30pm
Materials Fee \$25

Start Your Own Medical Billing Service

Medical billing services are in demand. Learn how to obtain clients, set fees, and market your services. Where can you obtain HIPAA-compliant software? What organizations for billing professionals can you join? Plus many more topics. Once registered, you'll be provided with login instructions and information on how to purchase materials. Basic computer proficiency recommended. Online orientation is required. Dates and times of class are listed online. Please consult times and days to **be sure you can attend class online** at specific times required. *Patterson*

MBS634 2/15 Sat 10:00 - 11:00am \$25
3/10-3/25 Wed 6:30 - 8:30pm
Materials Fee \$29

What Were You Born to Do?

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, 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." Also discover why applying your Natural Talent relentlessly will magnetically attract all the desires of your heart. Ages 16+. *Curtis Adney, MS, JD is a life coach, conducts numerous seminars across the Western US, and is the author of a forthcoming book, Pinpoint Your Destiny.*

B208 4/18 Sat 1:00 - 5:00pm \$49
Materials Fee \$30

NEW

Beginner's Guide to Blogging: Create and Make Money with Your Own Blog

Online blogging is a great way to get the word out about you, your service, your product, or your information! You will learn how to emphasize your blog content with a creative name, choose a FREE blog template, use your unique voice to share your expertise, connect your domain/website, and make money with advertising and affiliate marketing. *Krusemark*

BLG156 4/15 Wed 5:30 - 7:30pm \$29
Materials Fee \$10

Start Your Own Home-Based Business: 250 Ideas

Turn your talents and hobbies into profits. You will learn about mandatory legal documentation, ways to market your product/service, taking tax deductions (this workshop included), and 250 home business ideas. This is probably the most comprehensive business start up workshop around. *Krusemark*

B106 4/15 Wed 7:30 - 9:30pm \$29
Materials Fee \$20

Quick. Affordable. Effective. Online Courses

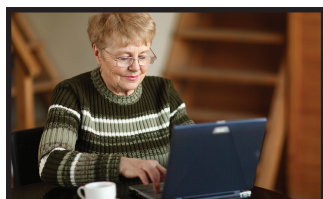


Our instructor-led online courses are informative, fun, convenient, and highly interactive. We focus on creating warm, supportive communities for our learners.

Course Features:

- 24-Hour Access
- Online Discussion Areas
- 6 Week Format
- Monthly start sessions

www.ed2go.com/lpccommed



Self-Paced Online Learning classes at our website

Snap this code to go directly to our registration website



Certificate in Teaching Adults

This is your invitation to teach others in-person and join in one of the more important functions in life - passing on knowledge and skills to others. It is both an opportunity and a responsibility. Whether you want to teach others or currently teach others, in any setting, either formally or informally, this course is for you. Your lead instructor is author of *How to Teach Adults*, the best-selling book on the subject. The ebook version is included in the course. *Draves.*

TA485 2/3-3/27 Online \$295



Voice-Overs...Now is Your Time!

In what could be one of the most enlightening 2 hours you've ever spent, class will show you how YOU could actually begin using your speaking voice for commercials, films, videos, and more! Most people go about it the wrong way. In this class, you will learn about a unique, outside-the-box way to cash in on one of the most lucrative full or part-time careers out there! This is a business that you can handle on your own terms, on your own turf, and in your own time, and with practically no overhead! and NOW is the best time to make this happen as new companies are always looking for new voices like never before. *You've heard Wendy Shapero on TV! (Robot Chicken with Seth Green, Cartoon Network shows) Now hear Wendy LIVE as she illustrates how YOU could actually begin using your speaking voice for commercials, films and videos. New companies are looking for new voices like never before. This exciting and fun class could be the game changer you've been looking for!*

B241 4/4 Sat 10:00am - 12:00pm \$29

Podcasting

Businesses are turning to podcasting to grow their brand and connect with customers. People with a niche hobby are turning podcasts into a business. Podcasting is experiencing a rebirth as mobile devices are everywhere. The intimate nature of the audio medium allows potential clients to get to know who you are and determine if you are the kind of company with which they want to do business. Learn how to take your business or hobby and turn it into a podcast. This step-by-step class will take you from start to finish and cover the required elements needed to get your show online. Come to class with your idea and end with your show online for all to hear. *Travis Allison is Social Catalyst's Creative Director and a Social Media expert and coach. He produces four podcasts of his own and has consulted with best-selling authors, businesses and non-profit organizations on creating podcast for their promotions.*

PC485 2/3-2/28 Online \$245

OR

PC485 4/6-5/1/20 Online \$245



Certificate in Winery Tasting Room Sales & Service

This course provides new and current hospitality workers with the knowledge, skills and abilities to be successful in wine sales and service in winery tasting rooms, restaurants, wine bars and catering events. Instruction focuses on wine service, sensory wine evaluation, tasting room set up and organization, sanitation protocols, and developing the social skills necessary to maximize guest experience. Also included are wine club sales, and legal compliance in the tasting room. The series now features a fifth class which has each Student "shadow" a tasting room attendant. This will take place during operational hours in the tasting room of anyone of the host wineries. Class is limited to 12 students. Class is offered in collaboration with:

The LPC Viticulture & Winery Technology Program

<http://laspositascollege.edu/vwt/>

The Friends of Open Spaces and Vineyards

<http://www.fov.org/>

You will receive a certificate from Community Education upon completion of the class. *Leslie Mladinich is an alum of LPC's Wine Tech and Viticulture program. She has been a Tasting Room associate in the Livermore Valley for 6 years. Leslie has taken wine education and sensory analysis classes at Napa Valley College and UC Davis Extension.*

CWS101 3/7-3/28 Sat 8:30 - 11:00am \$79

OR

CWS101 5/2-5/30 Sat 8:30 - 11:00am \$79

Social Media for Business Certificate

Get in on this exciting and growing way to communicate, market and serve your customers and clients. For businesses, nonprofits, government, and other organizations. From Facebook to Twitter, blogging, YouTube, LinkedIn, and more, discover the new principles of communication that apply across all networks and how these specific social networks work and the possible uses for your organization. Whether you are new to social networks or already involved, you will come away with both an understanding of social networks and practical, how-to techniques to integrate social networks into your organization or business. *Selke.*

SMB485 2/3-5/1 Online \$495

OR

SMB485 4/6-6/26 Online \$495



Back by Popular Demand!

Certificate in Data Analysis

Data Analysis is quickly becoming one of the most sought-after skills in the workplace. Companies have vast amounts of data, but it is rare to have someone with the ability to analyze that data to see trends and make predictions. Add a whole new skill set to your portfolio, and make a big difference in the success of your organization by acquiring data analysis skills. Whether your business is home-based or a large company, this certificate will take you to the next level where important decision-making is concerned. 3 One Month classes. *Kritzer*

DA485 2/3-5/1 Online \$495

OR

DA485 4/6-6/26 Online \$495

Certificate in Nonprofit Administration

Nonprofits today need to be run like a business in many respects. You have competition, a need to generate income and a surplus, and staff need to be even more productive. Get the best training on revenue generation for nonprofits, and program evaluation for nonprofits, with our Certificate in Nonprofit Administration. You will come away with the best information from instructors who train people in nonprofits. *Bayley*

NA359	2/3-5/1	Online	\$595
OR			
NA359	4/6-6/26	Online	\$595

Become a Notary in One Day! (Exam included)

Start a new career or part-time business and earn additional income! Acquire the knowledge and skills to pass the State Notary Public Exam and become a California Notary Public. State Notary exam is administered at the end of class. Bring two #2 pencils, State approved ID (driver's license or passport, must be current, not expired) 2x2 color passport photo and a check for \$40.00 made payable to the "Secretary of State." Test proctors do not accept cash or credit cards. California Notary Academy is a California state approved vendor of notary education. Passport photos and live scans are also offered on the day of class for an additional fee. *The Academy for Notaries is a California state-approved vendor of notary education.*

B102	4/25	Sat 8:00am-6:00pm	\$69
		Materials fee	\$25

**Notary Renewal and Test Only
options available at website.**

Certificate in Customer Service

With the increase of technology, human interaction with customers becomes all the more important. Whether it relates to retaining customers, serving your audience, or turning inquiries into sales, good customer service is now one of the central factors in organizational success. Improve your customer service skills to enhance your career skill set, improve productivity, and increase your organization's success. Take away some extraordinary customer service techniques you won't find anywhere else. *Fred Bayley has extensive service working on non-profit boards.*

CS485	2/3-3/27	Online	\$245
OR			
CS485	4/6-5/29	Online	\$245

Digital Marketing Certificate

Come get a fundamental yet advanced introduction to eMarketing, including improving email promotions, analyzing your website traffic, doing search engine optimization, and how to successfully employ online advertising. Relevant for any type of organization, including businesses, companies, non-profits, and government agencies. No eMarketing experience or expertise is necessary. Advanced level students, your instructors are experts and can provide the latest most advanced information and answer your toughest questions welcome. *Suzanne Kart is Director of Marketing for the Learning Resources Network, a national association in lifelong learning.*

DM485	2/3-5/1	Online	\$495
OR			
DM485	4/6-6/26	Online	\$495

Supervisory & Leadership Certificate

Your employees are your most valuable resources. Ensuring the efficiency of your team is the key to your success and is your most important responsibility. Get practical, easy to understand, and insightful methods for new and even experienced supervisors and managers. Learn about effective delegation, performance management, and writing performance reviews. Discuss the specifics of the supervisor's role and responsibilities, and strategies for improving your overall effectiveness as a leader. Take home practical information along with tips and techniques that can be applied at your job immediately. *Klauss*

SL485	2/3-3/27	Online	\$395
OR			
SL485	4/6-5/29	Online	\$395

Mastering Video Marketing Certificate

Video marketing is the latest hot new marketing trend. Shoppers who viewed product videos were 144% more likely to add the product to their cart. Video with good SEO has a 53% higher chance of showing up on page one of Google searches. When done correctly, video can tell a story, and stories connect people. Video also leads to an emotion 'trigger' that plain text cannot do. Two one-month courses. *Rob Lee is an entrepreneur, author, and Google Geek. Rob's secret for success: simple online video. He has fans worldwide with over 750,000 video views and more than 7,000 YouTube subscribers.*

VM485	2/3-3/27	Online	\$395
OR			
VM485	4/6-5/29	Online	\$395

Certificate in Project Management

In today's business environment, there is a need for good project management. Project management provides visibility of project health to the business and the customer. Through continuous monitoring, early detection of variations to plan, schedule, and budget can be communicated to stakeholders for quick resolution. *DeCamp*

PM485	2/3-5/1	Online	\$495
OR			
PM485	4/6-6/26	Online	\$495

Certificate in Online Teaching

This certificate is for those new to teaching online or those already teaching online. Get the best instruction from the foremost authorities in online learning. From building an online course to improving an online course, from fostering online discussion to encouraging student interaction, from traditional assessment to online tests, the program will give you both the fundamentals of teaching online, and advanced tips and techniques in the business. *Draves*

OT485	2/3-5/1	Online	\$495
OR			
OT485	4/6-6/26	Online	\$495



Estate Planning (Living Trusts)

A Living Trust is the best way to protect your assets, your family, and provide for yourself in the event of incapacity. Learn about the documents to include in your complete estate planning package, including Living Trusts, Pourover Wills, General Durable Powers of Attorney and Advance Health Care Directives. Find out why probate is to be avoided. Discover how to narrow down important decisions such as choosing your guardians for minor children and health care options. See how living trusts are flexible enough to handle special issues like long term care. Have most, if not all, of your estate planning questions answered in plain English. (Expand your knowledge of being named as Executor on a will by taking Rosmary's follow up class called I am named as Executor or Successor Trustee—now what?) *Bartsch*

B426 3/7 Sat 10:00am - 12:00pm \$39

I am named as Executor or Successor Trustee—now what?

Now that you have been named as Executor of a Will, or Successor Trustee of a Trust, you may need this hands-on, A to Z class that explains the duties, obligations and responsibilities of an Executor and/or Trustee. This comprehensive overview of issues, including everything from commencing the probate process through the closing of the estate, is designed to address the concerns you may have when faced with this seemingly overwhelming task. Learn to proceed efficiently and effectively and gain the confidence that comes from being informed. (It can be helpful to take the Living Trusts class prior to enrolling in this class). *Bartsch*

EXT269 3/21 Sat 10:00am - 12:00pm \$39

Accounting and Finance for Non Financial Managers

Every successful person in the workplace utilizes financial information to aid effective decision making. The Certificate in Accounting and Finance for Non-Financial Managers explains the financial concepts and accounting processes used in most businesses and will provide practical techniques that will increase your effectiveness and career. *Sharon deFonteny has a degree in Business Education with a concentration in Accounting, and spent many years in Corporate America working in Accounting and Finance.*

A1606 2/3-2/28 Online \$195
OR

A1606 4/6-5/1 Online \$195



Real Estate Investment: Buy Out of State Rental Properties Part 1 and Part 2

Thinking about investing in a rental property? Big secret: don't buy in your backyard. Attend this class to learn: best locations to buy investment real estate; where to buy single family homes at the lowest costs that will still get you a good monthly rental income; How to buy a duplex and rent both units for a profit. Other topics include how to use your retirement accounts to aid your real estate investing. Earn a good passive monthly income with very little initial investment and retire using that income. Attend part 2 of this course for even more information on opportunity zone buying...and how that investment can play out for your own financial future. *See Wing Yee holds an MA in Taxation. He conducts over 200 real estate seminars each year throughout California at over 30 colleges and universities. He owns investment properties in the hottest markets himself, and the Yee Real Estate Network is based in Fremont, CA.*

Part 1

RE107 2/8 Sat 9:00am - 12:00pm \$39

Part 2

RE107 2/8 Sat 1:00 - 4:00pm \$39

Tax Secrets for Real Estate Investors

Learn legitimate strategies that may reduce your taxes. Walk away with information regarding how to reduce your over all tax liability, using your IRA for real estate purchases, how to leverage your real estate holdings and how to use new tax rules and laws to invest in properties. Get information on depreciation that can affect your investing, along with maximizing car, travel and transportation for the care and maintenance of your properties. Instructor uses examples of tax returns to illustrate deductions and information. *Yee*

B431 2/10 Mon 6:00 - 9:00pm \$39

Asset Protection for Real Estate and Other Investors

Class is designed for real estate investors as well as other types of financial investors. The first layer of protection is personal risk protection such as Liability Umbrella coverage insurance, disability insurance, life insurance and long-term care insurance. The second layer of protection is setting wills, living trusts and other trusts for estate planning purposes. But there is a third layer. The third layer, which this class will focus on, is lawsuit protections such as setting up liability insurance and umbrella coverage for real estate assets, land trusts and LLCs. Come learn how to add this 3rd layer of protection to your investments and financial life! *Yee*

B237 2/11 Tue 6:00 - 9:00pm \$39



Tiny Homes

Seminar topics include: What type of living space is your best option: location, cost, tiny home, trailer, RV, back house, etc. Possibilities available in California and the U.S.A. How to find a location and do a standard negotiation by yourself Overview of manufacturer models, suppliers, DIY, products and other services available. Learn how to fill out your own Tiny House spreadsheet of requirements Insurance, financing, certification, and legal considerations This class is ideal for anyone interested in learning more about this continuing trend. We will provide practical examples, proven solutions, and innovative ideas to help you make informed, economical and practical decisions about your Tiny House. *A serial entrepreneur and a strong believer that America is indeed the land of opportunity for those who are willing to work hard, Gregori Niculitcheff founded several successful businesses since he arrived in the United States 20 years ago. He has a practical and realistic understanding of how to solve one of the most pressing issues facing society today: the housing crisis, and teaching about tiny houses is part of his plan.*

TH695 4/25 Sat 10:00am - 1:00pm \$39

Interior Design: Reinvent Your Kitchen

We expect so much from our kitchens! No longer are they just places to make meals. They have become the heart of the home where everyone congregates to cook, to eat, to bond, to work... to be a family. Are you considering remodeling your kitchen to give you the flexibility that today's kitchens demand? Perhaps you just want the tips on how you can improve the workspaces without spending a lot of money? This class is for you. You will learn what you should consider before you do a remodel--budget, design considerations, product selection, and contractor selection, plus more. You will also learn what you can do with your existing kitchen without breaking the bank. Bring pictures of your kitchen with you to class. If we have time, at the end of class we will discuss potential solutions to personal spaces. *Rita Lezama is a Certified Kitchen and Bath Designer. She is the owner of RL Design, a full service residential design company and is a member of the National Kitchen and Bath Association.*

ID326 4/22 Wed 6:00 - 8:30pm \$39

Interior Design: Reinvent Your Bathroom

'Spa-like' is the word often used to describe today's bathrooms. Bathrooms have become our sanctuary and they impact our sense of well being. Are you looking for ways to make your bathroom your private spa? Is a remodel in your plans or are you just looking for tips to make your existing space more functional? This class will help you with your decision process. You will learn what you should consider before you do a remodel--budget, design considerations, product selection, and contractor selection, plus more. You will also learn what you can do with your existing bathroom without breaking the bank. Bring pictures of your bathroom with you to class. If we have time, at the end of class we will discuss potential solutions to personal spaces. *Lezama*

ID326 4/29 Wed 6:00 - 8:30pm \$39

Build Your Dream House for a Song

Your home should be a sacred place that nobody can ever take away. One way to get such a place is to build it yourself, that way you will have little or no mortgage, and you don't need a contractor's license to build your own home. In this workshop, learn how to: *Buy land and building materials at huge discounts. *Design your dream house with a simple \$100 software program. *Live on your property comfortably and rent free while you build. Whether you design and build yourself, or call in some professional help, David will offer guidance on how to save a shed-load of money! Each student is offered a free, 30 minute phone consultation with David as part of the class fee. *David Cook is the author of Build Your Dreamhouse for a Song. He had very little experience before starting work on his Dream House in Marin County, CA. He built it for a fraction of the going rate.*

HG501 5/2 Sat 10:00am - 1:00pm \$50
Materials Fee \$20

Natural A's

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. Students will also discover simple methods for understanding math and other subjects, optimizing focus and concentration, and preventing test anxiety. Students describe this class as "awesome, necessary, and easy to understand." Parents are encouraged to register and participate with their children. Ages 10 to 17. *Curtis Adney, MS, JD is a life coach, conducts numerous seminars across the Western US, and is the author of a forthcoming book, Pinpoint Your Destiny.*

ACAD251 4/18 Sat 9:00am - 12:00pm \$49
Materials Fee \$30



Back by Popular Demand!

LPC EXCLUSIVE SUMMER CAMPS

Fencing Sports Medicine
BioTech Digital Media
Coding Mobile APPS
Public Safety

**Registration
in April**

**NEW****LaserCut and Engrave a Gift**

Come create a unique and hand made gift for a special person in your family, for Mother's day or any other occasion! Class welcomes all members of a family to enroll together. In this course you will have access to a professional 150 watt laser-cutter/engraver and learn the different software to design and build with it. No Experience required. Professional and novice designers or those looking to add a skill to boost your resume are welcome. Learn: Simple design techniques; the safety, operations and maintenance of professional lasercutting equipment; how to cut and engrave in different media. You will have two options. Gift designs include: Pendant and small jewelry, engraved cutting boards, and intricate lamp Designs, and more. *Andrew Lozano is an instructor at Las Positas College.*



LEE529 4/21-5/5 Tue 6:00 - 9:00pm \$99
Materials Fee \$40

NEW**Everyday Tech: Grasping Computers and Technology Used Everyday**

Your cellphone, laptop, navigating device, virtual digital assistant and tablet are all devices you use to make your life easier. Do you know how they operate? When the device is connected to the Internet do you know who or what is on the other end of the line? This class is for people who want to be more comfortable using their technology devices and want to increase their digital literacy. You will learn how technology works, ways to be more efficient, and how to protect your device and yourself. You may bring your cellphone, laptop and/or tablet to class. *Donat*

ET411 1/29 Wed 6:30 - 9:00pm \$49
OR
ET411 3/14 Sat 9:00am - 11:30pm \$49

Creating Community and Social Change

From elected officials to the CEO of Apple, leaders are now urging people in the workplace and community to participate in community and social change to help improve communities and society. Discover how social change happens, and doesn't, and how you can influence change. Then explore working within an established organization versus creating your own group for change. Finally, learn different change strategies and techniques to highlight issues and improve your community and society for all. *Dr. Lisa M. S. Barrow is an international workplace bullying expert.*

SOC987 4/6-5/1 Online \$195

"Concise, joyful, knowledgeable"
—Fall 2019

Microsoft Excel Basics

This is a basic class for people who have little or no experience using Microsoft EXCEL. Learn the difference between a worksheet and a workbook. Learn to navigate the worksheet, select cells, enter text, values, how to write formulas and format a worksheet. *Teri Donat has over 30 years' experience teaching technology classes through workshops and as a part-time college instructor. Though her business, Ez 4 U Computers, she consults with small businesses helping to improve the productivity automating documents for you or your staff, or training you how to use the latest software programs. Two words students use to describe her are patient and knowledgeable.*

C107	1/15	Wed 6:30 - 9:30pm	\$49
OR			
C107	2/1	Sat 9:00am - 12:00pm	\$49
OR			
C107	3/4	Wed 6:30 - 9:30pm	\$49

Excel Tips and Tricks

Do you have some experience using Microsoft EXCEL and want to be more efficient? This class will expand your skills exploring shortcuts to enter data and modify the worksheet. Class will focus on how to use functions and conditional formatting to analyze data. Learn to create and format charts, add objects and modify worksheets for efficient printing. *Donat*

SC101	1/18	Sat 9:00am - 12:00pm	\$39
OR			
SC101	2/5	Wed 6:30 - 9:30pm	\$39
OR			
SC101	3/18	Wed 6:30 - 9:30pm	\$49

HOT!**Excel Formulas and Functions**

Do you have experience using Microsoft EXCEL and want to explore using functions to save time and to analyze and link data? This class will expand your skills learning the different types of functions, using formulas to link data across worksheets, use functions to create summary reports and PivotTables. *Donat*

SC102	4/8	Wed 6:30 - 9:30 PM	\$49
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Microsoft Excel Intermediate

Class is for experienced users who want to expand their knowledge of Microsoft Excel features. Explore how to manage data using Data Filter, PivotTables and Import. Learn to Link worksheets with formulas. Learn to create PivotCharts and Combination Charts. *Donat*

C108	4/29	Wed 6:30 - 9:30 PM	\$49
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Boosting Your Website Traffic

Acquire the basic skills to boost your website traffic, including how to analyze your visitor traffic, how to use search engine optimization to get greater visibility and exposure in Google searches, and how to redesign your web site copy to increase your visitors and results. No experience necessary, but if you are at an advanced level, your instructor is an SEO expert and can answer your toughest questions as well. *Susan Hurrell is an Online Marketing specialist with Modern Earth, Winnipeg, Manitoba, Canada. She helps clients know how to connect web viewers to the products, services or information they are searching for.*

BO411	3/2-3/27	Online	\$195
OR			
BO411	5/4-5/29	Online	\$195



NEW **ONLINE**

Web Development Part 1: HTML & Inline CSS

In this module, we'll begin to explore how to design and create websites by using the web language HTML. By the end of this lesson, you'll be able to: identify and use common HTML tags; insert image, video, audio, YouTube links to a webpage; create HTML-formatted tables; use hyperlinks to connect a series of web pages; upload your finished HTML pages to a web host and, learn some tips and tricks for styling pages and practicing your coding on Capstone project. *Progressive*

OL543 2/22 Sat 9:00am - 12:00pm \$75

NEW **ONLINE**

Web Development Part 2: CSS & Responsive Designs

While HTML and JavaScript are very useful for web development, they don't exactly make attractive looking websites - that's where cascading style sheets or CSS comes into play. CSS is used to graphically design and layout web pages. By the end of this session, you'll be able to: discuss common mistakes in designing a website; identify and apply CSS basics like purpose and syntax; use CSS properties to control fonts, colors, layouts, and other common properties; differentiate between in-line, internal, and external CSS; and practice and test your cascading style sheets. Also, you'll complete the Capstone project through adding CSS, responsiveness and navigation. *Progressive*

OL543 2/29-3/14 Sat 9:00am - 12:00pm \$225

NEW **ONLINE**

Web Development Part 3: JavaScript

Now that you've accomplished creating a website using HTML & CSS, it's time to turn our attention to another common scripting language that is used to make websites dynamic; that is, allowing users to interact with your web pages - JavaScript. While learning about JavaScript, you'll also gain some foundational knowledge common to all programming languages. By the end of this session, you'll be able to: discuss what is meant by dynamic content; perform essential programming language tasks; create simple JavaScript programs; use JavaScript to set up alerts and respond to events, to read input, and to change HTML, create slideshows; and conduct basic JavaScript testing. *Progressive*

OL543 3/21-4/4 Sat 9:00am - 12:00pm \$225

NEW

WordPress Certificate

WordPress is the most popular content management system (CMS) for website and blog design. During the first week you will learn or refresh your knowledge of all the initial steps and the required elements for having a website. Then find out how to build a simple WordPress website or blog. Topics include introduction to CMS, WordPress installation and setup, page and content creation, administration, themes (selection, purchase, installation and setup), working with widgets and plugins, and more. Finally, acquire advanced knowledge about WordPress options and features. *Andy Helmi is a graphic and website designer, technical consultant and an online marketing specialist located in Vancouver, BC, Canada.*

WPC1709	2/3-4/24	Online	\$495
OR			
WPC1709	4/6-6/26	Online	\$495

Power a Better Presentation

Rick Altman's unique training model includes the complete art of presentation-- messaging, design, technology, PowerPoint skills, and delivery. Whether you are a sales specialist in search of a more effective approach, a professional striving to win a case or contract, an educator in search of a more captivating tactic, or an organization leader desiring to convince potential funders, Rick can help! *Rick Altman has written over a dozen books on digital design and presentations and is the organizer and host of the Presentation Summit, an annual conference that has attracted an international audience since 2003.*

BPP786	2/8-2/22	Sat 9:00am - 1:00pm	\$99
		Materials Fee	\$15

Change Management Skills

Strategically applying/utilizing the various disciplines in order to cause organizational change and add value is often referred to as "change management." Managers and aspiring leaders in the workplace are increasingly being asked to develop the personal skills and attitudes for implementing change as well as a technical understanding of how to apply the tools for change. Learn how to successfully plan, implement, communicate, create employee involvement and commitment, and add value during change. *Schmall*

CM254	2/3-2/28	Online	\$195
OR			
CM254	4/6-5/1	Online	\$195

Legal Office Administration

Acquire the necessary knowledge and skills needed toward becoming an exceptional legal practitioner in an administrative capacity. Bridge course designed to provide students with the tools to develop a thorough understanding of legal office procedures including database management, the preparation of legal documentation including research, legal accounting methods, legal analysis, communications and ethics. *Hamilton*

LA485	4/6-5/1	Online	\$245
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"This was an amazing learning experience!! Thank you for this excellent online class!!"

—Shirley May 2019

COMPUTER SKILLS/ART/PHYSICAL ACTIVITY

Collaborative Management

Whether you manage or lead people, collaborative skills are essential to help harness the energy of groups and teams for maximum performance and productivity. Course will help you explore the principles of collaborative management and gain insight on how to expand your collaborative skills for success of your team or organization. *Joyce Odidison is a Conflict Analyst, Author, Mediator, Workplace Wellness Expert and Coach, who has a passion for helping people work and live well.*

COL485	3/2-3/27	Online	\$245
OR			
COL485	5/4-5/29	Online	\$245

Workplace Conflict Solutions Certificate

In today's business environment, employers expect employees to have a solid set of interpersonal skills. The ability to solve problems quickly and effectively is a critical interpersonal skill well worth developing. Gain skills to be an effective team member and leader in the workplace by taking control of the conversation, managing your reactions, and navigating problematic interactions with ease. Then understand how to approach the delicate matter of bullying in the workplace. Both females and males need to understand about relational aggression in the workplace. You will take home techniques relevant for any organization or group context, but can also be easily adapted to work at an individual level. *Dr. Kate Webster is a nationally known expert, professional speaker, and author in the area of effective communication and empowered leadership.*

CON1708	2/3-5/1	Online	\$495
OR			
CON1708	4/6-6/26	Online	\$495

Painting with Acrylics

Explore the many possibilities of painting with acrylics. During your acrylic painting class, I will cover the foundations of acrylic painting. You will learn painting techniques, and the most common acrylic techniques to create vibrant acrylic masterpieces. You will learn the essentials you need to know about acrylic painting, from color theory to brushstrokes to perspective. I will cover mixing the paint on the palette and paint different paint applications on the canvas. You will learn the various aspects and techniques of learning to paint. All skill levels welcome Ages 18 and over. *Ozell Hudson Jr has conducted many drawing and art workshops in the Bay Area. He is currently teaching drawing in Livermore. He studied at the Academy of Art in San Francisco and earned a MA in painting. www.ozellhudson.com*

AP345	2/1-2/29	Sat 9:30am - 12:30pm	\$99
AND/OR			
AP345	3/7-3/28	Sat 9:30am - 12:30pm	\$99

*"The instructor gave me new ideas regarding use of acrylic paint."
—Fall 2019*

Figure Drawing and Painting Weekend

Join fellow art professionals and dedicated art students in this facilitated session to draw and paint live models. Professional, nude models. Spacious studio, high ceilings, unobstructed floor area. Pose schedule available at website. No photography. All non-odorous painting, drawing, or sculpting media welcome. Bring your favorite portable easels, equipment, art supplies. Classroom aluminum easels, stools, drawing horses available. Las Positas full time students, no fee (call the office to enroll). *Carolyn Lord studied at Principia College, IL and through workshops at Golden Gate Atelier, and Bay Area Classical Artists Atelier. She teaches at Frank Bette Center for the Arts, Market Street Atelier, Mendocino Art Center and San Luis Obispo Museum of Art. She is a signature member of California Art Club and National Watercolor Society.*

AL478	1/25	Sat 9:30am - 5:00pm	\$35
AND/OR			
AL478	1/26	Sun 9:30am - 5:00pm	\$35



Back by Popular Demand!

Beginning Fencing for Kids

Engarde! Parry! Riposte! Course for beginners and is an introduction to the wonderful world of fencing. Class emphasizes conditioning and footwork, along with correct blade action. Equipment rental for the session is \$20.00, and equipment is rented the first day of class. Students must bring a pair of non-marking athletic shoes that are only worn inside the fencing room. No outdoor shoes are allowed. All fencers should bring a water bottle. No other liquids are allowed. Limit 12 students. *Rheinheimer*

Age 7 to 8			
H102C	1/15-3/4	Wed 4:00 - 5:00pm	\$139
			Materials Fee \$20
Age 9 to 12			
H102C	1/15-3/4	Wed 5:00 - 6:30pm	\$179
			Materials Fee \$20
over 13			
H102C	1/15-3/4	Wed 6:30 - 8:00pm	\$179
			Materials Fee \$20

Fencing—Foil and Epee for Teens and Adults (Ages 14+)

Open to beginning and intermediate fencers. Class will consist of warm-ups, drills and sparring, with an emphasis on learning and developing skills. You can rent equipment from the instructor one time, for use in both sessions. Required equipment is a fencing jacket, mask, glove, and foil. An underarm protector is highly recommended. Wear non-marking athletic shoes that are not used for outdoor sports, and athletic pants. No jeans or short pants. *Stephen Murray began fencing in 1984, and began competing seriously in the late 1990s. He competes frequently in local events, and has competed several times at the US Fencing Summer National Championships. Stephen began formally coaching in 2001. He has taught at Las Positas College.*

H102B	1/27-3/16	Mon 7:00 - 8:30pm	\$149
			Materials Fee \$20
CONTINUING			
H102B	3/30-/5/11	Mon 7:00 - 8:30pm	\$149
			Materials Fee \$20



Looking for Photography?
We have online many digital Photography classes!

To enroll, visit:
www.ed2go.com/lpcocommed

Ultimate Frisbee Skills Instruction

This course offers an introduction to the skills of Ultimate and other flying disc sports. The course is designed for all levels of play, ages 16 and up, from beginner. Emphasis is on offensive and defensive tactics, rules, throwing, catching, and diving skills. Students must enroll prior to the class beginning, and sign waiver forms before they are able to participate. *Marcelo Sanchez-Heredia was a student at LPC and now works as a part-time counselor and instructor.*

UF101	1/29-3/4	Wed 8:00 - 10:00pm	\$139
AND/OR			
UF101	3/18-4/29	Wed 8:00 - 10:00pm	\$139



Belly Dance Basics

Find out why belly dance is the perfect way to get fit, tone up, have fun and make new friends. Learn about this joyful and often misunderstood dance style through a mix to technique, combinations, history and an emotional connection to the music. No previous dance experience needed, open to all ages, sizes and genders. *Sara Shrapnell is a belly dance teacher, writer and performer, originally from the UK but now based in Pleasanton. She has taught belly dance full time for the last 17 years, written two books on belly dance, and performed in theatrical settings, restaurants, showcases, weddings and other family gatherings.*

H565	2/19-4/22	Wed 7:00 - 8:00pm	\$99
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Belly Dance Drills and Thrills

Enjoy this fitness workout based on belly dance moves and combinations. Each week we will drill key belly dance moves tone our muscles and increase our range of motion. Then your creative input is needed to put together interesting combinations that we can use to travel the floor. Completion of Belly Dance Basics is strongly suggested. (Or taking it at the same time) *Shrapnell*

H565	2/19-4/22	Wed 8:00 - 9:00pm	\$99
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"coach Sophie is amazing and always goes above and beyond. She is someone I want as an influence in my children's lives."
—Fall 2019



Cuban Salsa ¡Salsa cubana!

Come learn the secrets of salsa cubana and dance like a star! This is a beginning course designed to teach students the important basics of salsa. ¡Echale salsa! You do not have to have a partner to join the class. Instructor also provides information on where you can go to practice your new dance passion! Your Friday nights will never be the same! *Luis Valverde, a native of Cuba, has been studying dance and music since the age of four. He has classical, modern and ethnic dance training. Luis studied at and earned his degree in dance from the world famous Escuela Nacional de Arte in Habana, Cuba where he focused on dance, music and choreography. He has taught dance and choreography in both Cuba and the United States since 1980.*

H722	2/21-3/27	Fri 6:30 - 7:30pm	\$59
OR			
H722	4/3-5/15	Fri 6:30 - 7:30pm	\$59

Martial Arts Seminars in Rellamas Serrada Escrima & Krav Maga with guest instructors Grand Master Frank Rillamas and Chief Instructor Everest Pepper.

See the website for details!

Setchu-ryu Jujutsu

Setchu-ryu Jujutsu is an eclectic system of martial arts comprised of several distinct systems of martial arts blended together into one seamless style. The primary styles incorporated in the system are Danzan Ryu Jujitsu, Tenio DeCuerdas Eskrima, Lua Halau O Kaihewalu, and Wa Ko Ryu Jujutsu, though students will also learn concepts from Kosho Ryu Kenpo, Aikido, and Rillamas Serrada Escrima. Course is physically demanding and will require regular attendance and conditioning for progression. The class is open to all members of the community age 18 and older. *For more information about Craig Kutil, see his biography online.*

H216	1/14-5/21	Tu, Th 7:15 - 9:15pm	\$100
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Back by Popular Demand!

Community Partnership

Self Defense for Women

Class is designed to empower girls to prevent crime and victimization, break the myths surrounding violence against women, and develop simple, easy-to-use self-defense techniques. This class is offered in conjunction with our community partner, Tri-Valley Haven. Most of the registration fee for this class is shared with them, in support of their mission: Tri-Valley Haven creates homes safe from abuse, contributes to a more peaceful society one person, one family, one community at a time. Together, we build a world without violence. Enrollment is limited to 25. Ages 14 to adult. *Carole Staehle is on staff at Tri-Valley Haven.*

H105	4/25	Sat 10:00am-1:00pm	\$25
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Community Orchestra

Take a tour of string and symphonic orchestra literature through practice and performance. Develop a sense of how to play in an ensemble and techniques associated with ensemble playing. You should have proficiency in your instrument, as no beginning level players will be accepted. Acceptance into the Community Orchestra is at the discretion of the instructor. *Diana teaches music at Las Positas College.*

OR637 1/22-5/13 Wed 6:00 - 8:50pm \$59

Community Jazz Ensemble

Reading, preparation and performance of contemporary Jazz. Bring your instrument and join our all ages jazz ensemble class! Get the opportunity to hone your skills and learn improvisation techniques in a group setting. *Leslie La Barre is a Jazz instructor at Las Positas College.*

OR637 1/20-5/11 Mon 6:00 - 8:50pm \$59

Adult Singing Lessons

Whether you just want to learn to sing for your own enjoyment or pursue a professional career in music, this course provides the start! Learn how the human voice works, warm-up exercises, ear training, professional hints/tips and lots of great tunes to sing. Join our community of beginning learners for an engaging, voice and musicianship course where you'll read, write, and truly hear the elements of music like never before. Enroll today! *Corkery*

MU756 3/16-4/20 Mon 7:45 - 8:30pm \$145
Galina's Music Studio

Piano for Adult Beginners

If you always wanted to try playing the piano or been intimidated by the thought of playing piano - then this is the class for you! This step by step course will guide the student through the fundamentals of playing piano. Students will learn the basics music notation, theory, hand position, rhythm and start playing songs from the very first lesson with the help of a patient and gifted teacher. Lessons are taught in a fun and supportive environment. *Music has been Galina's lifelong passion. She began her studies of classical piano, voice and choir at the age of five in Russia's highly competitive Vladivostok School of Music. Upon moving to the Bay Area in 2003, she opened her own studio which combines the best of Russian and American approaches to music for all ages and levels.*

PB156 3/3-4/14 Tue 8:00 - 8:45pm \$145
Galina's Music Studio

Beginning Electric Guitar For Adults

String bending, barre chords, pentatonic scales will be used with note reading and tabulature to give you a strong foundation in technique and fingerboard knowledge. Students are expected to have a functional electric guitar and a power lead to plug your guitar into amplification. *Corkery*

AL568 3/11-4/22 Wed 7:30 - 8:15pm \$145
Galina's Music Studio

Beginning Ukulele for Adults

Want to play an instrument that can't help but bring a smile to your face? Then learn to play the oh-so-hip ukulele! This course is for the absolute beginner who has never played the instrument before, or for those who have merely dabbled and would like to take the next step forward. You will learn the basics: the most commonly used chords, standard tuning, and simple strumming techniques. Each week, we will build on the previous lesson with new songs, new chords and new techniques. By the end, you'll be a player! Bring a ukulele in working order and start having fun. *Corkery*

MU442 3/5-4/16 Thu 7:30 - 8:15pm \$145
Galina's Music Studio

Beginner's Guide to Getting Published

Did you know Stephen King was rejected 75 times before he sold his first novel? If your goal is to become a published freelance writer by selling a magazine article, short story, poem, or even a novel, this comprehensive workshop will guide you to, then past the editor's desk. Discover how to: become a "published" writer overnight, submit manuscripts the correct way, find the right publisher for your work, write irresistible query letters, 100 ways to make money as a freelance writer, and obtain FREE future Q&A opportunities. If you really want to succeed, this step-by-step workshop, taught by a successful published writer, is a must! *Krusemark*

AL261 4/14 Tue 6:30 - 8:30pm \$29
Materials Fee \$20

Modern Self Publishing: 50 Options

Self-publishing is all the rage, but is it the best option for YOU? Explore 50 different self-publishing options. Discover pros and cons of traditional publishing, and explore all of the self-publishing options that are now available. Learn about self-publishing companies as well. And once you've made the choice, your book will need to be marketed regardless of how it's published! Effective book marketing utilizes a variety of methods to maximize exposure and profits, and many options, like books signings, are free. *Krusemark*

WR411 4/14 Tue 8:30 - 9:30 PM \$19
Materials Fee \$10

Certificate in Business Writing

Discover the keys to successful writing for the workplace. Whether you are writing a report, memo, letter or publicity notice, business writing has some defined characteristics for success. Successful communicators in the workplace move forward, others move back. Enhance your career by improving this critical communication skill. This certificate will take you to the next level where business writing is a skill for personal and organizational success. Three one-month courses. *Kathryn Will is a professional writer, editor and content curator. She specializes in social media, content creation and inbound marketing as project coordinator for a national organization*

BW659 2/3-5/1 Online \$495
OR
BW659 4/6-6/26 Online \$495

More dates and times available for music classes on our website!

More writing classes at ed2go.com/lpccommed

HOW TO REGISTER



Scan this code to go to
our registration website.

- A. There are three ways to register:
1. Online with a credit card at: www.laspositascollege.edu/communityed
 2. By phone at 925.424.1467 with a credit card
 3. By mail with a credit card or check payment and the registration form in this brochure
- B. Register early to ensure your place in a class. Walk-ins are welcome unless otherwise noted; however, please note that if you plan to walk-in the day of class, please pay by check or cash only! Credit cards are not accepted at the classroom. Please call us before you come to the college to attend class to make sure the class is being taught and to receive the room number: 925-424-1467.
- C. Registration confirmations are sent via email only. **Please provide an email address when registering if you want a confirmation of enrollment.**
- D. Refund Policy: Refunds are not given for Community Education courses except when a class is cancelled. In the event of a class cancellation, full refunds will be given. Please see website for full refund policy.
- E. Parking on campus is by permit only. Daily parking permits are available for \$3 from machines in each parking lot.
- F. When you register for a Community Education class you are agreeing to a Student Code of Conduct. Please see website FAQ for more information.



CUT ALONG DOTTED LINE

Please mail to: Community Education, Las Positas College, 3000 Campus Hill Drive, Livermore, CA 94551

Make checks payable to: Las Positas College

Today's date

e-mail (to receive a confirmation you must provide an email address)

Name (please print)

age

Address

City

State

Zip

Phone (day)

(evening)

Course #	Course Title	Date	Time	Fee

Pay your materials fees separately at the classroom.

Check payment type



Visa



Mastercard



Check please write check #

Card number

Expiration date

Signature

Cardholder billing address if different than above

I hereby release, discharge and absolve and agree to indemnify chabot/las positas community college district and its employees from any and all liability for injuries and illness that may occur while participating in the program. I hereby give my consent for college personnel to authorize any and all emergency medical and dental treatment. Unless otherwise indicated, i consent to the college's use of any photographs or video that are taken of me or my child while participating in this program for use in publicity materials. I agree to the student code of conduct as listed at the Community Education website.

Student signature

Parent/guardian signature if age 18 and under

Back by Popular Demand!

Conversational Spanish (p. 4)

Certificate in Data Analysis (p. 6)

Certificate in Winery Sales and Service (p. 6)

Phlebotomy (p. 4)

Beginning Fencing for Kids of all ages (p.12)

New This Spring!

Tiny Homes (p. 9)

French Conversation Fluency (p. 4)

Power a Better Presentation (p. 11)

Grasping Everyday Technology (p. 10)

Creating Community and Social Change (p. 10)

Register for
Summer camps
in April 2020!
See website



Community Education
Las Positas College
3000 Campus Hill Drive
Livermore, CA 94551

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