Explore the College of Lake County: Professional Development and Personal Enrichment

Learning new knowledge and skills—whether it’s for professional development or personal enrichment—can reveal possibilities never imagined for you, your family, your career or your business. The College of Lake County offers classes, workshops, training, tours and courses for all ages, all levels and in a variety of topics and subjects.

Explore your potential
Our professional development courses and training can help you, your staff or your organization gain the knowledge and skills to succeed. Our short-term courses are ideal for quick mastery to hone current skills or explore new fields. Do you need customized training to meet a specific need for your department or organization? Our Client Solutions group provides powerful, outcome-based training tailored to fit your company or industry.

Grow your business
The counselors in the Small Business Development and International Trade Center are available to provide their expertise through free one-on-one, confidential sessions. Whether you’re starting a new business, positioning your business for growth or seeking to expand globally, the SBDC/ITC can help.

Expand your horizons
Explore a new hobby: learn to paint or to dance. Challenge your brainpower! Study a new language, delve into history or tackle technology. From music to fitness; from photography to wellness for adults, kids or seniors, our personal enrichment classes are engaging for all members of our community.
The College of Lake County is always looking for ways to improve, to keep our community green and to provide you with the best educational possibilities available.

We are enhancing our communication with you by delivering one convenient schedule that contains all lifelong learning options: personal and professional.

We are committed to sustainability by reducing the number of schedules printed and being environmentally conscious. And, we continually update our workshops, courses, programs and training to offer you what you want to learn no matter your age, to offer you cutting-edge professional development and to offer training to advance your career or earning potential.

Affordable and local, explore the College of Lake County and connect to your future.

Center for Personal Enrichment
Client Solutions
Continuing Professional Development
Illinois Small Business Development and International Trade Center
Judicial Services

Grayslake Campus
19351 W. Washington St., Grayslake, Illinois 60030

Lakeshore Campus
33 N. Genesee St., Waukegan, Illinois 60085

Southlake Campus
1120 S. Milwaukee Ave., Vernon Hills, Illinois 60061

Workforce and Professional Development Institute
Technology Building, Room T302
19351 West Washington Street, Grayslake, IL 60030
(847) 543-2615
wpdi@clcillinois.edu
www.clcillinois.edu/wpdi

Keep this schedule through December 2015. The information contained within is accurate as of July 2015, but is subject to change.
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Leadership Principles for Gen Y Series – page 7
Professional Development

Prepare yourself with new abilities for today’s changing work environment.

CLC’s Professional Development classes are affordable, convenient and taught by industry experts.

Explore the possibilities.

ACCOUNTING AND FINANCE FOR NON-FINANCIAL MANAGERS
Every successful person in the workplace uses financial information to aid in effective decision making. Learn the financial concepts and accounting processes used in most businesses and the practical techniques that will increase your effectiveness and career success. Get a foundation for understanding the seven steps in the accounting cycle and using financial information in decision making.

4453 PPRO 31-800
September 8 to October 2
Online, 24/7
$195   S. deFonteny

SUPERVISORY AND LEADERSHIP
2 credit hours
Ensuring the efficiency of your team is the key to your success and is your most important responsibility. 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. After completing this class, you will be able to self-assess your own competencies, know what you need to do to maximize your effectiveness as a supervisor and employ strategies to create productive and cooperative staff relationships. New and experienced supervisors and managers will gain practical, easy to understand and insightful leadership methods.

4454 PPRO 47-800
September 8 to October 30
Online, 24/7
$395   Staff

BUSINESS COACHING
2 credit hours
Mentoring and coaching, used frequently in organizations to improve leadership competencies and provide employee support, will benefit both employer and employee. Develop skills in the development, implementation and support of coaching and mentoring programs in your workplace. You will earn a certificate and take home the much-awaited toolkit you have been searching for to improve your employees’ performance and create a rewarding working environment for your employees.

4455 PPRO 48-800
September 8 to October 30
Online, 24/7
$295   M. Johnson


**Business Skills**

**PRACTICAL MATH FOR THE WORKPLACE**
Gain confidence by reviewing the math skills required for the workplace! This course is for anyone interested in understanding and performing common business activities such as payroll, banking, invoicing and purchasing. Students need to buy a textbook: *Schaum's Outline-Basic Business Mathematics*, Second edition, Eugene Don, Ph.D., Joel Lerner, Ph.D., ISBN 978-0-07-161158-9

4452 PPRO 30-800
September 8 to October 2
Online, 24/7
$145  C. Yates

**NEW! STRESS MANAGEMENT**
Stress isn’t the enemy. It is our perceptions of stress that amp our anxiety and use up all our steam. Events happen every day. How we interpret those events can set the stage for how we feel and how we react to others. Reducing stress is as easy as understanding what stress is, understanding what stress is to you and using that knowledge to restructure your thoughts. Turn stress into a stepping stone, not a stumbling block!

4430 PGOT 2-800
November 2-27
Online, 24/7
$145  M. Brown

**POWERFUL PRESENTATIONS AND EFFECTIVE SPEAKING**
Learn everything from voice and speech basics such as proper breathing, diction and enunciation, all the way to specific presentation templates and techniques. You will learn how to effectively deliver a presentation to one person across the table, in front of a small group in a boardroom, from the stage for a large audience or hosting webinars online. There are several critical factors that every speaker must master, and this class will teach you to deliver your presentations with ease and confidence.

4456 PPRO 49-800
September 8 to October 2
Online, 24/7
$195  Staff

**NEW! DESIGNING SUCCESSFUL WEBINARS**
Webinars are a meeting format that save money and reach more people than in-person meetings. Use them for customer education, staff meetings and training, presentations, virtual seminars and much more. The technology is simple, but good webinar presentation techniques are critical. Learn the four key strategies to make your webinars more successful. Acquire techniques and tips that will make your webinars winners with your audiences.

4443 PGOT 15-800
October 5-30
Online, 24/7
$195  W. Draves

**WANT TO LEARN AT HOME ON YOUR OWN?**

**FUNDAMENTALS OF SUPERVISION AND MANAGEMENT**
If you have recently been promoted to a supervisory or management position or want to learn how to become a more effective manager, this course will help you master the basics of business by learning the language of management. You will learn how to make a successful transition from employee to manager and how to manage your time so that you can deal with the constant demands of a managerial job. Learn the people skills required to motivate and delegate and the tools needed to solve problems and resolve conflicts.

Register for an ed2go instructor-led or self-paced Online course. Turn to page 33 for more information. Or visit www.ed2go.com/clc.
MOBILE MARKETING SERIES
The way consumers are interacting with brands and connecting to the world is changing because of mobile devices. Find out about location-based marketing, mobile payments, QR codes, applications and mobile coupons. You will learn how mobile marketing can increase your capabilities to retain current customers and gain new ones. Then get step-by-step instructions on how non-technical users can build, deploy and market smartphone applications across Android, iPhone and Blackberry platforms. Finally, learn how to implement a mobile marketing plan for your organization. Find out about proximity marketing, mobile marketing metrics and developing a mobile marketing campaign. This series includes “Mobile Marketing,” “Creating Cell Phone Apps for Your Business” and “Advanced Mobile Marketing.”

4460 PPRO 53-800
September 8 to November 27
Online, 24/7
$595   Staff

TAKE THE SERIES AND SAVE!

SERIES CLASSES CAN BE TAKEN INDIVIDUALLY:

MOBILE MARKETING
More than half of U.S. consumers who’ve made purchases on their smartphones have done so in response to mobile marketing messages. The way consumers are interacting with brands and connecting to the world is changing because of mobiles. Find out about location-based marketing, mobile payments, QR codes, applications and mobile coupons. You will learn how mobile marketing can increase your capabilities to retain current customers and gain new ones.

4457 PPRO 50-800
September 8 to October 2
Online, 24/7
$195   S. Salt

CREATING CELL PHONE APPS FOR YOUR BUSINESS
Cell phone apps are the latest way smart businesses are reaching their customers. Smart organizations are investing in building cell phone apps for their businesses. We will provide you with step-by-step instructions on how non-technical users can build, deploy and market smartphone applications across Android, iPhone and Blackberry platforms. The course is ideal for those who want to understand how smartphone applications can be inexpensively built and also for technical users who want to understand how to quickly deploy smartphone applications.

4458 PPRO 51-800
October 5-30
Online, 24/7
$245   D. Belhassen

ADVANCED MOBILE MARKETING
Gain the knowledge to implement a mobile marketing plan for your organization. Find out about proximity marketing, mobile marketing metrics and developing a mobile marketing campaign. Learn how to promote your app on the web, build a landing page for your app and advanced tracking of your application usage. Then take home a blueprint for creating guidelines and standards for your mobile marketing effort and how to measure its success. You will leave this course with the knowledge to implement a mobile marketing plan for your organization.

4459 PPRO 52-800
November 2-27
Online, 24/7
$245   S. Salt

WANT TO REGISTER FOR AN ONLINE CLASS? Turn to page 12 for registration information.
BUSINESS MANAGEMENT SERIES

Enhance your management skills through this program for supervisors, managers and emerging leaders. Nothing creates success like a solid foundation. Discover the keys for effectively managing your employees. Find out how to create clear expectations, engage and motivate employees and increase your effectiveness. Then learn how to improve your management of time and productivity. Get tips and techniques you won’t get anywhere else for managing time and increasing productivity. Finally, get the keys to manage different generations in your workplace. Discover what motivates each generation at work, what incentives they respond to and what messages they value.

4448  PPRO 4-800
September 8 to November 27
Online, 24/7
$595   Staff

TAKE THE SERIES AND SAVE!

SERIES CLASSES CAN BE TAKEN INDIVIDUALLY:

MANAGEMENT BOOT CAMP
Enhance your management skills through this course for supervisors, managers and emerging leaders. Discover the keys for effectively managing your employees, how to create clear expectations, engage and motivate employees and increase your effectiveness through use of the DiSC personality profile (included). By the end of the course we will have you managing like a pro—quickly and with confidence.

4445  PPRO 1-800
September 8 to October 2
Online, 24/7
$295   S. Klaus

TIME AND PRODUCTIVITY MANAGEMENT
How effectively you manage your time and productivity can affect your business and personal life in many ways. You’ll gain tips and techniques you won’t get anywhere else for managing time and increasing productivity. Whether you are managing your own or others’ time, come away with proven tips to put into practice on Monday morning.

4446  PPRO 2-800
October 5-30
Online, 24/7
$195  W. Draves

MANAGING GENERATIONS IN THE WORKPLACE
Gain an understanding of managing workers from different generations in the workplace and what motivates each generation at work, what incentives they respond to and what messages they value. Come explore these unique generational characteristics then identify practical, how-to tips and techniques for managing Boomers, Gen Xers and Gen Yers in the workplace.

4447  PPRO 3-800
November 2-27
Online, 24/7
$175  K. Dellabough

HOW TO REGISTER FOR ONLINE BUSINESS SKILLS CLASSES
Our Online Business Skills classes are instructor-led courses that cannot be accessed through Blackboard. Please contact our office for access information to these online courses. Call (847) 543-2615 or email professionalworkshops@clcillinois.edu.
PROJECT MANAGEMENT SERIES (2.5 credit hours)

Interested in getting your Project Management Professional (PMP®) certification? Completion of these three classes will provide you with the 35 professional development units (PDUs) required to obtain your PMP Certification and prepare you for the PMP exam. With these dynamic courses, taught by Andy Kaufman, a certified PMP, trainer and author, you can make this the year that you become a certified PMP.

4623 PPRO 88-001
Select Saturdays
September 19 to November 7
8:30 a.m. to 4:30 p.m.
5 Sessions
Grayslake Campus, Room T333
$1,349   A. Kaufman

TAKE THE SERIES AND SAVE!

SERIES CLASSES CAN BE TAKEN INDIVIDUALLY:

ESSENTIALS OF PROJECT MANAGEMENT
1 credit hour
Does your organization struggle with delivering projects on time and on budget? Would you like to help your teams work together to deliver projects more reliably? Perhaps you're interested in pursuing certification as a Project Management Professional (PMP)? Join us for our Essentials of Project Management Workshop. This two-day, hands-on session, led by a certified PMP, will give you practical insights on how to deliver your projects more reliably. In addition, you will qualify for 14 PDUs toward your project management certification.

4620 PPRO 85-001
Saturday, September 19-26
8:30 a.m. to 4:30 p.m.
2 Sessions
Grayslake Campus, Room T333
$525   A. Kaufman

ADVANCED PROJECT MANAGEMENT
1 credit hour
Seasoned project managers are asked to successfully deliver despite increasing complexity. Our Advanced Project Management workshop is designed to go beyond the essentials of basic project planning. Based on the Project Management Institute’s (PMI®) PMBOK® Guide, you will get in-depth instruction on more advanced topics such as earned value, procurement management, stakeholder relationship management, quality management and team leadership. A certified Project Management Professional (PMP®) will provide practical insights on advanced topics to help experienced project managers improve project outcomes.

4621 PPRO 86-001
Saturday, October 10-17
8:30 a.m. to 4:30 p.m.
2 Sessions
Grayslake Campus, Room T333
$525   A. Kaufman

PROJECT MANAGEMENT PROFESSIONAL (PMP) EXAM PREP
.5 credit hour
Join us for this intensive, one-day session designed to get you on the path to achieving your goal of becoming PMP certified. What should you focus on? What are some tips to keep in mind to help answer the tough questions? You will leave with everything you need to prepare for passing the exam. Comprehensive study material is provided, including a hard copy of the Project Management Body of Knowledge (PMBOK® Guide), a top rated exam preparation book and a CD that provides a simulated exam testing experience. The session is facilitated by a certified PMP with experience helping people prepare and pass the certification exam worldwide.

4622 PPRO 87-001
Saturday, November 7
8:30 a.m. to 5 p.m.
1 Session
Grayslake Campus, Room T333
$425   A. Kaufman

Please note: Experience, education and exam requirements are needed to obtain PMP certification in addition to the project management education fulfilled by the three courses offered here. For more information, visit www.clcillinois.edu/professional/projmgmt.

Check out PCTR 70, Introduction to Microsoft Project, on page 15!
NEW! APPLYING LEAN SIGMA TO HR FUNCTIONS

Lean principles can be used to streamline processes in the human resource functions such as recruiting, hiring, training, compensating and managing performance. Find out about Lean concepts, tools and methods and use them to benchmark and assess problems and lead continuous improvement efforts.

**4444 PGOT 17-800**
October 5-30
Online, 24/7
$245  S. Schmalt

**HUMAN RESOURCE SERIES (1 credit hour)**

Develop your skills and knowledge in order to make yourself a well-rounded job candidate or take on additional responsibilities in your current role. If you are new to HR or need to get up to speed quickly on the basics, this series of courses will provide the information you need. It will also help you learn where you need to go when you need even more details and the “fine print” of regulations. The four courses in this certificate cover the HR life cycle from recruiting to what you need to do after someone leaves the company. Topics covered include hiring, compensation, benefits, training, performance management and HR laws.

**4547 PHRS 1-001**
Fridays, October 2-23, 8 a.m. to 12 p.m.
4 Sessions
Grayslake Campus, Room T334
$625  K. Stevens

**SERIES CLASSES CAN BE TAKEN INDIVIDUALLY:**

**FINDING AND HIRING THE RIGHT PERSON**
Finding the right person for the job can be difficult. Understanding the job you need to fill, the skills needed to do the job and where to look can make it easier to find the perfect candidate. Once you find that person, you’ll need to offer a competitive compensation and benefits package. Learn how to write job descriptions, pay the right amount, develop a benefits package, source and recruit, interview, conduct background checks and write offers.

**4548 PHRS 10-001**
Friday, October 2, 8 a.m. to 12 p.m.
1 Session
Grayslake Campus, Room T323
$179  K. Stevens

**GETTING THE MOST FROM YOUR EMPLOYEES**
Once you’ve hired a new employee, what happens next? A good on-boarding process and solid training and performance management programs will help ensure your new employee starts off on the right foot and continues to be a solid contributor. Learn how to make the first day and first week a good one, how to determine when training is needed and how to run a solid performance management program.

**4549 PHRS 11-001**
Friday, October 9, 8 a.m. to 12 p.m.
1 Session
Grayslake Campus, Room T323
$179  K. Stevens

**MAINTAINING YOUR WORKFORCE: UNDERSTANDING BENEFITS AND BEYOND**
Finding the right employee is only the first step in managing the multiple employee issues you will encounter. Learn about leaves from FMLA to vacation, how to avoid discrimination and keep pay fair and key issues in offering health and retirement benefits. You’ll also learn about terminations: voluntary, involuntary and reductions in force.

**4550 PHRS 12-001**
Friday, October 16, 8 a.m. to 12 p.m.
1 Session
Grayslake Campus, Room T323
$179  K. Stevens

**LEGAL REQUIREMENTS AND COMPLIANCE IN YOUR ORGANIZATION**
Understanding legislation is the key to keeping your HR practices and your company in compliance with state and federal laws. Learn how to determine if your company is covered by various legislation and how to comply with key laws and provisions not covered in other modules including FLSA, ERISA, HPPA, ADEA and USERRA.

**4551 PHRS 13-001**
Friday, October 23, 8 a.m. to 12 p.m.
1 Session
Grayslake Campus, Room T323
$179  K. Stevens
NEW! LEADERSHIP PRINCIPLES FOR GEN Y SERIES

Geared for emerging leaders in the Millennial generation (born 1980-1999), this blended certificate series in leadership principles provides how-to practical information on advancing your leadership potential and making a difference both in the workplace and in society. At the end of completing the three-course certificate, you will come away with a new understanding, a new toolbox of leadership skills and the information to move your leadership development into high gear.

4525 PGOT 25-800 TAKE THE SERIES September 8 to November 27 AND SAVE! Online, 24/7 $549 Staff

This series consists of 3 online classes and will meet face-to-face on three Fridays at the College of Lake County Grayslake campus. These sessions will be led by a millennial emerging leader and will include facilitated discussion, group activities, leadership case studies and networking with diverse young professionals and emerging leaders from throughout Lake County.

Leadership Principles: Friday, September 25, 9 a.m. to 3 p.m.
Developing Leadership Skills: Friday, October 23, 9 a.m. to 3 p.m.
Developing Professional Career Skills: Friday, November 20, 9 a.m. to 3 p.m.

SERIES CLASSES CAN BE TAKEN INDIVIDUALLY:

NEW! LEADERSHIP PRINCIPLES FOR GEN Y
Find out what it takes to become an effective leader. Discover your style of leadership. Discuss task completion, build relationships with your subordinates, become socially perceptive to changes in the workplace, use your emotions in a positive and effective manner and address challenging goals.

4522 PGOT 18-800
September 8 to October 2
Online, 24/7
Face to Face: Friday, September 25
9 a.m. to 3 p.m.
$199 C. Yates

NEW! DEVELOPING LEADERSHIP SKILLS FOR GEN Y
Discover the key concepts of being a leader and the best strategies for developing your leadership skills and influence. Learn the unspoken secrets that leaders know and the strategies they employ/exhibit in for influencing others.

4523 PGOT 19-800
October 5-30
Online, 24/7
Face to Face: Friday, October 23
9 a.m. to 3 p.m.
$199 W. Draves

NEW! DEVELOPING PROFESSIONAL CAREER SKILLS FOR GEN Y
Have you ever wondered how do I get to that next level in my career? What does it take? This course will help you identify those skills that all great leaders possess, while learning new skills that will help take you to the next level. Whether you are leading a department or an organization you will gain the knowledge you need to be successful. Learn how to incorporate a developed image and communication skills that will rocket you to that next level.

4524 PGOT 20-800
November 2-27
Online, 24/7
Face to Face: Friday, November 20
9 a.m. to 3 p.m.
$199 T. McLaurin

HOW TO REGISTER FOR ONLINE BUSINESS SKILLS CLASSES
Our Online Business Skills classes are instructor-led courses that cannot be accessed through Blackboard. Please contact our office for access information to these online courses. Call (847) 543-2615 or email professionalworkshops@clcillinois.edu.
CUSTOMER SERVICE SKILLS SERIES

The customer service series combines the two classes, “Keys to Customer Service” and “Extraordinary Customer Service” at a discounted price. Learn customer service skills that will enhance your career skill set, improve productivity and increase your organization’s success. You will gain some extraordinary customer service techniques you won’t find anywhere else.

4451  PPRO 19-800
September 8 to October 30
Online, 24/7
$245  Staff

TAKE THE SERIES
AND SAVE!

SERIES CLASSES CAN BE TAKEN INDIVIDUALLY:

KEYS TO CUSTOMER SERVICE
Learning to build your customer service skills will have a powerful impact on your career success as well as success in other areas of your life. Discover the direct relationship between service skills and career achievement as you become skilled at being an exceptional service provider.

4449  PPRO 17-800
September 8 to October 2
Online, 24/7
$145  N. Sanders-Cobb

EXTRAORDINARY CUSTOMER SERVICE
Transform your customer service into something extraordinary, gain more repeat business and improve your bottom line. Extraordinary customer service comes from focusing on the few essential elements that yield big results. You’ll take away a customer service plan that will help you focus on the key elements to get you started on a pathway to success.

4450  PPRO 18-800
October 5-30
Online, 24/7
$145  F. Bayley

HOW TO REGISTER FOR ONLINE BUSINESS SKILLS CLASSES
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**NEW! WORKPLACE COMMUNICATION SERIES**

Good communication in the workplace is more important than ever and is critical to your career advancement and success. Discover a workable conflict management model, along with successful and practical conflict management strategies. Then work with a pro to learn how to improve your negotiation skills for a win-win outcome that will help others to get what they want so you get what you want. Find out more about yourself and others using personality profiles for better work performance. You will learn from some of our more popular instructors and take away new how-to skills that work. The certificate is composed of three classes: conflict management, negotiation skills and a personality profile to help you improve your work performance.

4442 PGOT 14-800  
September 9 to November 27  
Online, 24/7  
$595   Staff

**TAKE THE SERIES AND SAVE!**

**SERIES CLASSES CAN BE TAKEN INDIVIDUALLY:**

**NEW! CONFLICT MANAGEMENT**
The average manager spends more than 20 percent of their day engaged in or reacting to conflict situations. Discover a workable conflict management model, discuss case studies in conflict management and take away successful conflict management strategies to apply in your workplace.

4439 PGOT 11-800  
September 8 to October 2  
Online, 24/7  
$245   S. Klauss

**NEW! NEGOTIATION: GET WHAT YOU WANT**
Negotiation is a key skill for success in business and everyday life. Knowing strategies to clarify what you want and how to prioritize needs will help you learn how to plan, implement and win in the bargaining process. Save time, grow your business network and gain confidence when dealing with even the shrewdest of deal-makers.

4440 PGOT 12-800  
October 5-30  
Online, 24/7  
$195   L. Harpine

**NEW! USING PERSONALITY PROFILES TO IMPROVE WORK PERFORMANCE**
Understanding yourself and others will increase your overall effectiveness at work, home and in all of your relationships. Learn how to improve your communication with others, convey your ideas effectively and improve your ability to understand what is important to those who don’t share your same style. Course fee includes your own DISC Behavioral Personality Profile assessment and review.

4441 PGOT 13-800  
November 2-27  
Online, 24/7  
$295   S. Klauss
Social Media

Social media is not a trend; it represents the present and future of business communication. Large companies and small businesses alike need technical professionals who can navigate the social media arena and properly market their products and services in a whole new way. Social media professionals can broaden a company’s scope of business and keep them on the cutting edge of communication with their customers.

The intended audience for these social media classes includes: marketing professionals, web designers and developers, recent marketing graduates seeking to add appeal to their resumes and anyone who desires to implement and manage social media effectively at work. Each class is tailored to meet different skill levels, reach different educational outcomes and meet your unique professional needs.

SOCIAL MEDIA MARKETING CERTIFICATE
3 credit hours

Do you want to move to the next level in your development as a social media marketing professional? This all encompassing virtual course is a comprehensive social media certificate that will prepare you for the next step in your career. Sessions include marketing, media platforms, management and a final portfolio project designed for participants to validate and showcase their knowledge and expertise. The intended audience for this in-depth program is individuals who are or will be fully responsible for social media planning and execution including marketing and web professionals as well as those willing to invest in a new career. Through 16 highly focused virtual sessions, the program will cover the core competencies required for businesses to generate revenue using social media. You will acquire real-world experience as you develop a social media marketing plan for an actual business.

Course Materials: The course material is distributed electronically, allowing students to log in to the course through any Internet connection. Each session has its own curriculum that includes study material, student activities and an assignment. Session material is displayed on screen during class and accessed via a personal login.

Course Prerequisites: Potential students should possess a high-level of Internet and/or computer skills, experience with multiple social media platforms, a general understanding of marketing or business and a strong commitment to learning. The certificate program is designed as an intermediate to advanced level course.

Certificate Requirements: To receive a certificate, students must attend 75 percent of classes, complete 100 percent of assignments and prepare and present a complete social media marketing plan endorsed by the course educator.

NEW! SOCIAL MEDIA ESSENTIALS

Businesses count on talented staff to engage in social media, but few are actually trained in it. Shouldering this significant responsibility requires an understanding of marketing principles and practices used specifically for business social media. This four-unit class will cover the fundamental steps to reach customers and generate revenue with social media. Learn to set up a social media marketing plan, the essential steps and analytics necessary to create messaging that matters, determine the when and whys of using Facebook, LinkedIn and Twitter and the options and procedures needed to strengthen your marketing outside of traditional platforms.

Course Prerequisites: Potential students should possess a basic knowledge of the Internet, be familiar with social media and have a general understanding of business. This course is designed as a beginner to intermediate level program.

Course Prerequisites:

4642  PSME 15-001
Monday, September 14 to November 2
7-9 p.m.
8 Sessions
Grayslake Campus, Room T009
$699  A. Horowitz
NEW! SOCIAL MEDIA ADVERTISING
Business can no longer rely solely on organic reach to make an impact through social media. With the advancement of News Feed algorithms and tech-savvy users, the best way to reach and manage potential audiences is through paid advertisements. This four-week intermediate level program is dedicated to paid social media ads. Discover how to deliver personalized ads to a targeted audience at the right moment in the selling cycle. Gain hands-on learning and experience in developing laser focused ad campaigns on three major social media platforms: Facebook, LinkedIn and Twitter.

Course Prerequisites: Potential students should have experience with Facebook, LinkedIn and Twitter and have a general understanding of marketing or business. This class is considered an intermediate level course.

4643 PSME 16-001
Monday, November 9 to December 7
7-9 p.m.
4 Sessions
Grayslake Campus, Room TBA
$349  A. Horowitz

Creative Presentations

NEW! VOICE-OVERS...NOW IS YOUR TIME
You’ve heard Brian Thon on TV and radio commercials! Now hear Brian LIVE as he illustrates how YOU could actually begin using your speaking voice for commercials, films and videos! Most people go about it the wrong way. Brian will show you a unique, outside-of-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, in your own time and with practically no overhead! And NOW is the best time to make this happen as new companies are looking for new voices like never before. This exciting and fun class could be the game changer you have been looking for! Brian Thon’s voice can be heard on work from professional sports teams to Fortune 500 companies, from GE Healthcare to Fox News.

4591 CPER 19-001
Thursday, October 22, 7-9 p.m.
1 Session
Grayslake Campus, Room A145
$69  B. Thon (Such A Voice)

NEW! PREZI
Bring your vision to life with Prezi and leave PowerPoint behind! Take a journey into the world of creative presentations! Learn how to use and engage your creative side for amazing presentations. Your audience will be stimulated with what you are presenting as well as how you are presenting.

4431 PGOT 3-800
September 8 to October 2
Online, 24/7
$195  K. Green

NEW! GRAPHIC DESIGN FOR VISUAL PRESENTATIONS
Make your visual presentations look professional and communicate effectively. Get the latest and most advanced techniques on graphic design principles, including page layout, typography and basic design considerations. Take away new skills to help you create an effective and beautiful visual presentation on any presentation software program.

4432 PGOT 4-800
October 5-30
Online, 24/7
$195  J. Soard
NEW! PHOTOSHOP FOR PRESENTATIONS
Acquire the skills to navigate an extensive list of Photoshop features. Practice the most commonly used methods, such as managing text, working with layers and image file properties. You will find out the purpose of each photo-editing tool and walk away with the skills to use them.

4432 PGOT 4-800
November 2-27
Online, 24/7
$195 D. Hood

NEW! PODCASTING
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.

4435 PGOT 7-800
September 8 to October 2
Online, 24/7
$245 T. Allison

NEW! SELF-PUBLISHING eBooks
With the release of tablet computers, eBooks are becoming more popular than ever. Companies are using eBook publishing as a way to market products, services and ideas. Learn what makes a great eBook and how you go about creating, formatting and publishing it. Learn to create your eBook with text, photos, illustrations, audio, videos and hyperlinks to websites and the options you have in self-publishing and distributing your eBook.

4436 PGOT 8-800
October 5-30
Online, 24/7
$195 Staff

NEW! MARKETING eBooks
Having a book idea and publishing it is only half the recipe for success. Find out how to get the word out to your target market and the various marketing avenues for your book. Acquire information on which social media sites make sense for your audience and how to maximize your effort by minimizing your time online. You will create a marketing plan so you can map out your marketing steps all the steps from start to finish.

4437 PGOT 9-800
November 2-27
Online, 24/7
$195 Staff

NEW! EFFECTIVE COPYWRITING
Whether you are sending out a press release, communicating internally with a memo or promoting your own skills on LinkedIn, strong writing skills are the key to success. Come away with the tools and techniques you need to improve your copywriting skills and learn how to avoid the common writing mistakes that can hold you back.

4438 PGOT 10-800
October 5-30
Online, 24/7
$195 Staff

Computers-Basic Skills

BEGINNING COMPUTER – LEVEL 1
This course is designed for the individual who is afraid of the computer and has never taken a computer class. Class will cover terminology, turning the computer on and off, mouse control, file management, beginning word processing and basic Internet searching using personal computers and a Windows operating system. Call (847) 543-2022 for textbook information.

4573 CDIS 39-001
Friday
September 25 to October 23, 2-4 p.m.
5 Sessions
Grayslake Campus, Room L032
$115 S. Freeman

BEGINNING COMPUTER – LEVEL 2
This course is for those who have completed Beginning Computer – Level 1 and want to continue learning. Topics covered will be email (including attachments), advanced Internet skills, MS Word editing, formatting and adding graphics to documents.

4574 CDIS 40-001
Friday
November 6 to December 11, 2-4 p.m.
5 Sessions
Grayslake Campus, Room L032
$115 S. Freeman

GOOGLE IS MORE THAN JUST A SEARCH ENGINE
Come explore all the free tools Google has to offer. Learn how to use Google’s word processing, spreadsheet, presentation, drawing and forms software along with setting up your calendar and blog and creating a place to share photos with friends and family.

4603 CDIS 38-001
Friday, October 2-16, 4:30-6:30 p.m.
3 Sessions
Grayslake Campus, Room L032
$69 S. Freeman

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Computers-Basic Skills with Mac

**INTRODUCTION TO MAC – YOSEMITE AND BEYOND**

New to a Mac and need some guidance?
Get expert help and practical tips at a comfortable pace with Jim Hayward.
Get up to speed on the latest Mac OS X Yosemite operating system features.
Topics will include: setting up your preferences, organizing your desktop, using Finder, email, contacts, calendars, Safari, maps, iCloud (including Keychain) and iPhoto, syncing your devices and backing up your computer. Class will be held in a Mac lab. Bring to class your fully charged Mac updated with OS X Yosemite. Class size is limited. There is an additional fee for the required textbook/resource guide.

4598 CCMP 39-001
Saturday, October 3-31, 9-11 a.m.
5 Sessions
Grayslake Campus, Room T220
$115   J. Hayward

**WANT TO LEARN AT HOME ON YOUR OWN?**

**COMPUTER SKILLS FOR THE WORKPLACE-ONLINE**

Gain a working knowledge of the computer skills you’ll need to succeed in today’s job market. This course is designed to provide the fundamental computer competencies you need to survive and prosper. You will learn how to implement the powers of modern office software to work faster and more efficiently. We’ll focus on practical application for software most common to the workplace.

Register for an ed2go instructor-led or self-paced Online course. Turn to page 33 for more information. Or visit www.ed2go.com/clc

Tablets-Apple

**iPAD – LEVEL 1**

Learn how to get the most out of the Apple iPad technology in this interactive class designed for new users and users new to technology. Join Erin Lopez, instructor and technology expert, and begin to understand basic settings, gestures, navigation, keyboard and hidden keys use, app organization and management (including downloading and deleting apps), search tools, the control center and the multitasking feature. Learn the basics about the Apple-installed applications Safari, Notes and Mail. This class will be taught at a slower pace to introduce this technology, but those comfortable with technology are invited as well. Bring your fully-charged iPad (updated with the most recent version of iOS 8), power cord, Apple ID and iTunes password to class with you.

4599 CCMP 41-001
Saturday, September 12, 9 a.m. to 12 p.m.
1 Session
Grayslake Campus, Room T334
$35   E. Lopez Saturday

**iPAD – LEVEL 2**

Continue to interact with your device in this follow-up course, designed for users who have taken a previous iPad Introduction course or who are already familiar with common settings, basic use and navigating through the iPad. Explore and understand the following Apple-installed Apps: Safari, Notes, Mail, Camera, Photo Album, Photo Stream, Calendar, Contacts, Notifications and Siri. Gain an understanding of the concept of the Cloud, backing up and syncing. Bring your fully-charged iPad (updated with the most recent version of iOS 8), power cord, Apple ID and iTunes password to class with you. Prerequisite: familiarity with Multitasking and the Control Center, either from a previous class or independent study.

4600 CCMP 42-001
Saturday, December 12, 9 a.m. to 12 p.m.
1 Session
Grayslake Campus, Room T334
$35   E. Lopez
Computers-Microsoft Office

MICROSOFT WORD 2013: LEVEL 1
0.5 credit hour
Effectively create, edit, format, save and print letters, business documents and other professional documents, using Microsoft Word. Modify the appearance of text, insert special characters and graphical objects, organize data in tables, proof and print a Word document. A textbook is required and may be purchased in the CLC Bookstore prior to class.

4499 PCTR 10-001
Friday, October 9, 9 a.m. to 5 p.m.
1 Session
Southlake Campus, Room V102
$225 S. Bajt

MICROSOFT WORD 2013: LEVEL 2
0.5 credit hour
Explore some of the more sophisticated features of word processing for increased efficiency using Microsoft Word. Learn about creating and using various document styles, customizing tables and charts, modifying pictures in a document, creating customized graphic elements, inserting content using QuickParts and using the mail merge function. A textbook is required and may be purchased in the CLC Bookstore prior to class. Prerequisite: PCTR 10, Microsoft Word Level 1 or equivalent knowledge.

4500 PCTR 11-001
Friday, November 6, 9 a.m. to 5 p.m.
1 Session
Southlake Campus, Room V102
$225 B. Salita

MICROSOFT EXCEL 2013: LEVEL 1
0.5 credit hour
Learn to create a basic worksheet and modify the contents and appearance. You will perform calculations, modify the appearance of data within a worksheet, manage Excel workbooks and print the contents. A textbook is required and is available for purchase in the CLC Bookstore.

4501 PCTR 15-001
Thursday, September 17, 9 a.m. to 5 p.m.
1 Session
Grayslake Campus, Room L032
$225 B. Salita

MICROSOFT EXCEL 2013: LEVEL 2
0.5 credit hour
Learn how to work faster and more productively by using many of Excel’s powerful features. Organize worksheet and table data using various techniques. Create and modify charts, work with graphic objects, calculate with advanced formulas, sort and filter data and analyze data using PivotTables, Slicers and PivotCharts. A textbook is required and is available for purchase in the CLC Bookstore. Prerequisite: Microsoft Excel Level 1 or equivalent knowledge and use of advanced formulas.

4502 PCTR 15-002
Tuesday, Wednesday, Thursday
October 20-22, 6:15-9 p.m.
3 Sessions
Grayslake Campus, Room L032
$225 A. Sarrazine

CONTINUING EDUCATION
VOCATIONAL CREDITS
Continuing Education Vocational Credits do not apply to any degree or certificate program offered at the college in the academic divisions. Vocational credits will not be added to a student’s academic credit hours or included in the GPA. Students receive a grade of P (Pass) or N (No Pass). Call the department at (847) 543-2615 for additional information.

4503 PCTR 15-003
Friday, October 2, 9 a.m. to 5 p.m.
1 Session
Southlake Campus, Room V102
$225 B. Pistella

4504 PCTR 16-001
Thursday, October 8, 9 a.m. to 5 p.m.
1 Session
Grayslake Campus, Room L032
$225 C. Horwitz

4505 PCTR 16-002
Friday, October 23, 9 a.m. to 5 p.m.
1 Session
Southlake Campus, Room V102
$225 B. Pistella

4506 PCTR 16-003
Tuesday, Wednesday, Thursday
November 17 - 19, 6:15-9 p.m.
3 Sessions
Grayslake Campus, Room L032
$225 A. Sarrazine
MICROSOFT EXCEL 2013: LEVEL 3
0.5 credit hour
Explore tools that automate some common Excel tasks. Learn to analyze, import and export data and to collaborate with others using workbooks. You will structure those workbooks using XML and integrate Excel data with the web. A textbook is required and is available for purchase in the CLC Bookstore. Prerequisite: Microsoft Excel Level 2 or equivalent knowledge

4507 PCTR 17-001
Friday, November 13, 9 a.m. to 5 p.m.
1 Session
Southlake Campus, Room V102
$225  B. Pistella

4508 PCTR 17-002
Thursday, December 3, 9 a.m. to 5 p.m.
1 Session
Grayslake Campus, Room L032
$225  A. Sarrazine

MICROSOFT ACCESS 2013: LEVEL 1
0.5 credit hour
Use this powerful database as you learn the purpose of and terminology associated with a relational database and Access objects. Learn to store, locate, print and automate access to any type of important information. Explore how to design a database and how to create, view and edit relational tables. Create and modify queries, forms and reports. A textbook is required and is available for purchase in the CLC Bookstore.

4510 PCTR 20-002
Friday, December 4, 9 a.m. to 5 p.m.
1 Session
Southlake Campus, Room V102
$225  S. Baji

4509 PCTR 20-001
Monday, October 19, 9 a.m. to 5 p.m.
1 Session
Grayslake Campus, Room L032
$225  J. Besser

MICROSOFT ACCESS 2013: LEVEL 2
0.5 credit hour
Increase efficiency by sharing Access-stored data with other applications. Improve and customize tables, queries, filter records and create custom and advanced forms and reports. Modify the design of a table to streamline data entry and maintain data integrity. A textbook is required and is available for purchase in the CLC Bookstore. Prerequisite: Microsoft Access Level 1 or equivalent knowledge

4521 PCTR 21-001
Monday, November 9, 9 a.m. to 5 p.m.
1 Session
Grayslake Campus, Room L032
$225  J. Besser

MICROSOFT POWERPOINT 2013: LEVEL 1
0.5 credit hour
PowerPoint is an intuitive, powerful presentation graphics program that enables you to create dynamic, multimedia presentations for a variety of functions. You will create, design and deliver a presentation by learning to insert and modify a chart, inset tables and graphs, use clip art and animation to enhance your presentation. A textbook is required and may be purchased in the CLC Bookstore.

4519 PCTR 30-001
Friday, October 16, 9 a.m. to 5 p.m.
1 Session
Southlake Campus, Room V102
$225  C. Horwitz

MICROSOFT PROJECT: 2013 LEVEL 1
0.5 credit hour
Create a project plan file and enter project information. Learn to create a work breakdown structure by organizing and setting task relationships, assign project resources and finalize the project plan file. A textbook is required and is available for purchase in the CLC Bookstore.

4520 PCTR 70-001
Friday, October 30, 9 a.m. to 5 p.m.
1 Session
Grayslake Campus, Room L032
$225  J. Besser

ADOBE PHOTOSHOP: LEVEL 1
0.5 credit hour
Create and enhance graphics for marketing materials, newsletters, blogs and websites. If you are a professional who wants to prepare photos for print or web, or enhance your work for the web or print, you will benefit from the skills learned in Photoshop. You should be familiar with the basic functions of their computer's operating system such as creating folders, launching programs and have the basic skills such as copying and pasting objects, formatting text and saving files. A textbook is required and is available for purchase in the CLC Bookstore.

4665 PCTR 40-001
Monday, November 2, 9 a.m. to 5 p.m.
1 Session
Grayslake Campus, Room L032
$225  J. Berek

DIGITAL PHOTO STORAGE
During this two-hour session you will learn how to transfer photos from your camera (or your camera’s memory card) to your computer. Once the photos are on the computer, you will learn how to organize, name and tag them in order to easily search and archive them. You will need to bring either your camera (with stored photos on it) with the proper equipment to connect it to a computer or the memory card from your camera (with stored photos on it) and a flash drive so that you can take home your organized photos. If you have a laptop and are able to bring it to class, it will make this class a very authentic experience. If you bring your own computer, you do not need to bring a flash drive.

4601 CCMP 43-001
Friday, November 6, 4:30-6:30 p.m.
1 Session
Grayslake Campus, Room L032
$25  S. Freeman

INTERESTED IN LEARNING QUICKBOOKS?
Turn to page 36 for information.
Video Game Making

ONLINE VIDEO GAME MAKER 101: PERILOUS PYRAMID
Learn how to design and modify your own exciting arcade-style video games. Learn how to control characters, objects and outcomes in your game, then increase the difficulty level and add more features. Graphics design and graphics animation topics will also be covered. The self-paced class is available online for 49 consecutive days from your first login. Check system requirements at http://tinyurl.com/a9cy8tq. Call (847) 543-2022 or email CPEInfo@clcillinois.edu to confirm your contact information so we can email your voucher number for class access. Students 14-17 may register for this class through the Explore program. Call (847) 543-2615 for more information.

4485 CCMP 92-801
September 14 to November 1
Online, 24/7
$179 All About Learning

ONLINE VIDEO GAME MAKER 2: INVADER!
Learn how to design and modify exciting arcade-style games including soccer, a Breakout-style game, Alien Invader and a secret game at the end of the class! Control characters and outcomes, increase the difficulty level and add more features. Graphic design and animation, sprites, objects, room creation, instances and bonus levels will be covered. This self-paced class is available online for 49 consecutive days from your first login. Call (847) 543-2022 or email CPEInfo@clcillinois.edu to confirm your contact information so we can email your voucher number for class access. Students 14-17 may register for this class through the Explore program. Call (847) 543-2615 for more information.

4486 CCMP 93-801
October 26 to December 13
Online, 24/7
$179 All About Learning

Healthcare

SPANISH FOR MEDICAL PROFESSIONALS
Are you frustrated by the communication gap that can occur between you and your Spanish-speaking patients? This Spanish class, designed specifically for healthcare professionals, will help you bridge that gap. You will practice the basic, practical language skills needed to effectively communicate with your Spanish-speaking patients and their families.

4423 PALH 4-800
October 5-30
Online, 24/7
$145 Staff

SPANISH FOR MEDICAL PROFESSIONALS 2
If you have successfully completed Spanish for Medical Professionals, this class will expand your knowledge of the Spanish language. You will learn about the near future, present progressive, the command or imperative tenses, direct objects, increase your medical vocabulary and practice interviewing patients and taking health history.

4424 PALH 30-800
November 2-27
Online, 24/7
$145 Staff

DEMENTIA CARE
You will gain essential knowledge and understanding about neurological diseases that affect cognition and memory and practical application of effective skills for supporting persons with dementia. You will come away with increased knowledge in how to care for persons with dementia.

4469 VALH 15-800
September 8 to October 30
Online, 24/7
$495 Staff

These are Instructor-led, online courses that cannot be accessed through Blackboard. Please contact our office for access information to the online course. Call (847) 543-2615 or email professionalworkshops@clcillinois.edu
This course is designed for the general public and is not intended for healthcare professionals or healthcare students. It is ideal for day care providers, teachers and anyone interested in taking a CPR course. This is an American Heart Association course. Certification is good for two years.

**HEARTSAVER CPR WITH ADULT, CHILD AND INFANT TRAINING**
This course is designed for the general public and is not intended for healthcare professionals or healthcare students. It is ideal for day care providers, teachers and anyone interested in taking a CPR course. This is an American Heart Association course. Certification is good for two years.

**CPR BASIC: BLS HEALTHCARE PROVIDER**
The BLS Healthcare Provider course is designed to provide a wide variety of healthcare professionals the ability to recognize several life-threatening emergencies, provide CPR, use an AED and relieve choking in a safe, timely and effective manner. The course is intended for certified or noncertified, licensed or nonlicensed healthcare professionals.

- **4556 PALH 8-001**
  - Saturday, August 22, 9-11:30 a.m.
  - 1 Session
  - Grayslake Campus, Room T334
  - $75 S. Frankson

- **4557 PALH 8-002**
  - Saturday, August 29, 9-11:30 a.m.
  - 1 Session
  - Grayslake Campus, Room T335
  - $75 S. Frankson

- **4558 PALH 8-003**
  - Saturday, September 12, 9-11:30 a.m.
  - 1 Session
  - Grayslake Campus, Room T335
  - $75 S. Frankson

- **4560 PALH 8-004**
  - Friday, September 25, 3-5:30 p.m.
  - 1 Session
  - Grayslake Campus, Room T334
  - $75 S. Frankson

**CPR REFRESHER: BLS HEALTHCARE PROVIDER**
The BLS Healthcare Provider course is designed to provide a wide variety of healthcare professionals the ability to recognize several life-threatening emergencies, provide CPR, use an AED and relieve choking in a safe, timely and effective manner. The course is intended for certified or noncertified, licensed or nonlicensed healthcare professionals. Current AHA BLS Healthcare Provider certification card is required to attend this course.

- **4554 PALH 7-006**
  - Saturday, August 29, 1-3 p.m.
  - 1 Session
  - Grayslake Campus, Room T334
  - $65 S. Frankson

- **4542 PALH 7-001**
  - Saturday, September 12, 1-3 p.m.
  - 1 Session
  - Grayslake Campus, Room T335
  - $65 S. Frankson

- **4543 PALH 7-002**
  - Friday, October 2, 3-5:30 p.m.
  - 1 Session
  - Grayslake Campus, Room T334
  - $65 S. Frankson

- **4544 PALH 7-003**
  - Wednesday, October 28, 6:30-9 p.m.
  - 1 Session
  - Grayslake Campus, Room T335
  - $65 S. Frankson

- **4545 PALH 7-004**
  - Saturday, November 7, 9-11 a.m.
  - 1 Session
  - Southlake Campus, Room R004
  - $65 S. Frankson

- **4546 PALH 7-005**
  - Saturday, December 5, 9-11 a.m.
  - 1 Session
  - Grayslake Campus, Room T335
  - $65 S. Frankson
PERSONAL CARE AIDE
Here’s the perfect opportunity to gain the basic skills you need to begin a new career or to confidently provide companionship or care for an elderly or disabled family member or friend. These skills include:

• Person-centered communication techniques
• Basic hygiene and infection control
• Assistance with personal care tasks
• Housekeeping, cooking and nutrition
• Use of adaptive equipment such as lifts, wheelchairs, walkers and grab bars
• Recognizing and responding to an emergency
• Understanding legal requirements and limitations
• HeartSaver CPR and awareness of blood borne pathogens

This course exceeds the home service worker training requirements of the Illinois Department of Public Health. Classes will be held in a hands-on skills lab and skills will be assessed by a competency evaluation. Upon completion, students will receive a vocational certificate and an American Heart Association CPR card good for two years. A textbook and a materials kit are required and are available in the CLC Bookstore. Students are encouraged to pass a criminal background check prior to the first day of class. There is an additional fee for this service. Call (847) 543-2615 for registration information.

4471 VALH 10-001
Monday and Tuesday
September 28 and 29, 5-10 p.m.
2 Sessions
Grayslake Campus, Room D228
$379 S. Kadera

4472 VALH 10-002
Wednesday and Thursday
November 4 and 5, 1-6 p.m.
2 Sessions
Grayslake Campus, Room D228
$379 S. Kadera

CNA RECERTIFICATION 1 credit hour
Designed for those who have already completed the Certified Nurse Assistant course and who have successfully completed the Illinois Nurse Aide Examination, but who no longer are listed on the Illinois Nurse Aide Registry. You must first contact the Illinois Department of Public Health (IDPH) at (217) 785-5133 to request a recertification packet.

Health requirements:
You must have a current 1-Step TB test prior to the first day of class. The course will provide re-certification of the 21 skills and offer a review for the State Examination.

Background Check and Fingerprinting Process
To participate, you must undergo a UCIA criminal background check. Fingerprinting need to be done yearly. If your fingerprints on the registry are older than one year, then fingerprinting will be required prior to the first day of class.

• You will need to fill complete the Healthcare Worker Disclosure and Authorization Form. Forms are available for download at http://www.idph.state.il.us/nar/home.htm or you can call (847) 543-2615 to request the form to be mailed to you.
• Once the Healthcare Worker Disclosure and Authorization Form is completed, the form must be submitted to the Nursing Education Office. It can be returned three different ways:
  o In person to Room D208; or in the drop box outside D208 if the office is closed.
  o Emailed to background@clcillinois.edu
  o Faxed to (847) 223-9524
• Allow a minimum of 48 hours for your form to be processed.
• After processing the Healthcare Worker Disclosure and Authorization Form, you will be contacted by phone or CLC email to complete the Livescan fingerprint process.

For detailed course information go to www.clcillinois.edu/professional/nursingCEs
Or call our office for an information packet at (847) 543-2615.

4471 VALH 10-001
Monday and Tuesday
September 28 and 29, 5-10 p.m.
2 Sessions
Grayslake Campus, Room D228
$379 S. Kadera

4472 VALH 10-002
Wednesday and Thursday
November 4 and 5, 1-6 p.m.
2 Sessions
Grayslake Campus, Room D228
$379 S. Kadera

4627 VALH 12-001
Saturday, October 3-24, 8 a.m. to 2 p.m.
4 Sessions
Grayslake Campus, Room D228
$299 J. Burns
PHARMACY TECHNICIAN TRAINING
7 credit hours
The U.S. Department of Labor estimates that pharmacy technician jobs will increase 32 percent by 2020, much faster than the average for all occupations. With the growing need for pharmaceuticals and a rapidly expanding healthcare field, the timing has never been better to begin a career in the industry. About 71 percent of pharmacy technician jobs are in retail pharmacies, grocery stores or mass retailers.

CLC’s professional Pharmacy Technician Program will put you on the path to a new career. The 105 hours of classroom instruction are designed to teach you the fundamentals and practical skills needed to prepare you for entry level work in a pharmacy setting. The program is taught by pharmacy professionals who bring real life experience to the classroom.

Program requirements: High school diploma or GED, adequate knowledge of ninth and tenth grade math (algebra), proficient in English (verbal and written communication skills), no prior criminal record, 18 years old (some exceptions), hand to eye coordination and finger agility.

Note: All pharmacy technicians must be nationally certified. This course will prepare you for both national certification exams.

4380 VALH 95-001
Mondays and Wednesdays
September 9 to December 16, 6-9:45 p.m.
28 Sessions
Grayslake Campus, Room T323
$1,499  V. Vojvodic

VETERINARY ASSISTANT TRAINING 7 credit hours
If you have a nurturing spirit and a desire to help animals, consider a career in the veterinary field! This course trains you to assist veterinarians and veterinary technicians in providing medical care to sick and injured animals. You will also learn how to help in the office (customer relations) in addition to examinations, hospital procedures, surgical preparation and laboratory tests.

Part of the 150-hour course is a 60-hour clinical externship experience. Please note that the clinical externship will most likely take place during normal business hours and successful completion of the externship is required to complete the course. Externship dates will be given in the first month of class to ensure ample time to inform employers of your training, if needed, as time off from work may be required depending on your schedule.

Course Prerequisites and Special Notes:
A high school diploma or GED is required. Students must be fluent English speakers and able to read, write and comprehend English at a high school level.

In addition, because of the inherent requirements of the profession, students must have the following minimum abilities sufficient for safe and successful practice of veterinary duties: psychomotor skills (eye-hand coordination and finger dexterity), visual acuity (normal or corrected) and the ability to lift 30 pounds in the clinical setting.

Students must complete a background check at an approved provider in order to participate in the clinical externship portion of the program. Prior felony convictions may prevent participation in the program. The fee for this service is NOT included in the course fee.

Students may be required to meet specific health requirements and drug testing prior to placement in the clinical portion of the course. This is based on the requirements of the externship site and will be determined at placement. Any fees to meet health requirements are NOT included in the course fee.

4644 PVET 1-001
Tuesdays and Thursdays
August 27 to December 17, 6-9:45 p.m.
24 Sessions
Grayslake Campus, Room T323
$2,199  Staff
Massage Therapy

The College of Lake County is now approved by the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) as an approved continuing education provider. Our courses are intended for licensed massage therapists, certified body workers or estheticians and are eligible for CE hours towards license renewal. Provider # 451802-11.

PREGNATAL MASSAGE
1 credit hour
Join us for this 21-hour prenatal certification course to be certified as a Prenatal Massage Therapist. The course is approved by the American Pregnancy Association and is also eligible for 21 CEUs through NCBTMB. You will learn how to work with clients during pregnancy and labor. Through lecture, discussion and hands-on practice, including a session with a pregnant client, you will receive immersion in what makes the maternity client unique, benefits and contraindications of prenatal massage and how to design a session for a pregnant client including unique techniques and approaches. Included is an overview of labor massage.

4672 VALH 85-001
Thursday and Friday
November 12 and 13, 8 a.m. to 4:30 p.m.
AND
Saturday, November 14, 8 a.m. to 3 p.m.
3 sessions
Grayslake Campus, Room T334
$525  E. Winick

EXPLORING BACH FLOWER REMEDIES
Bach flower remedies are extreme dilutions of flower material developed by Edward Bach, an English homeopath, in the 1930s. Bach believed that dew found on flower petals retains the healing properties of that plant. The remedies are intended primarily for emotional and spiritual conditions, including but not limited to depression, anxiety, insomnia and stress. This class is eligible for 3 CEs to licensed massage therapists.

4670 PWEL 6-001
Thursday, October 15, 6:30-9:30 p.m.
1 Session
Southlake Campus, Room R228
$65  D. Fazio

MEDITATION
This introduction to meditation will review the benefits of meditation; spiritual, mental, emotional and physical. “Joti” in Sanskrit means “light,” and this form of meditation focuses on seeing the inner light, a primal manifestation of the universe. We will learn this technique during practice time. It is quite simple and brings great benefits that can be experienced by anyone with a little practice. This class is eligible for 2 CEs to licensed massage therapists.

4668 PWEL 4-001
Southlake Campus, Room R228
Thursday, November 5, 6:30-8:30 p.m.
1 Session
$55  D. Fazio

INTRODUCTION TO HOMEOPATHY
Homeopathy is a safe, gentle and natural system of healing that works with your body to relieve symptoms, restore itself and improve your overall health. Homeopathic medicine views symptoms of illness as normal responses of the body as it attempts to regain health. Many common illnesses and injuries can be quickly and easily treated with homeopathy at home. Learn how to incorporate homeopathy into your massage practice. This class is eligible for 3 CEs to licensed massage therapists.

4669 PWEL 5-001
Thursday, December 3, 6:30-9:30 p.m.
1 Session
Southlake Campus, Room R228
$65  D. Fazio

INFANT MASSAGE
Want to learn how to teach infant massage? Join this class to learn the benefits of infant massage, how to teach infant massage classes to parents or caregivers and ways to market your services. You will leave with all resources you need to begin teaching right away. Please bring a doll on which to practice, preferably rubber or plastic. Call (847) 543-2615 for suggestions. This class is eligible for 2.5 CEs to licensed massage therapists.

4671 PWEL 8-001
Wednesday, September 23, 6:30-9 p.m.
1 Session
Grayslake Campus, Room T326
$59  E. Winick

NEW! HARA SHIATSU: CLASS I — HISTORY, FUNCTION AND HARA
In this busy world, people are very stressed. We need high touch for this high-tech society. The focus is to offer a place of solace for them to relax in your work. This course provides you an introduction to oriental healing theory, emphasizing the practical application of traditional shiatsu. You will learn the the locations of the 12 meridians, plus gentle stretches, rotations and two-hand technique with flow. This course teaches students how to perform a full body Hara “S”hiatsu session. Every time you lay hands on another human, you have an opportunity to express mindfulness and compassion. This first class will cover the History and Functions of Shiatsu and Quality of Touch, Transition and Hara. These classes are taught as an ongoing program, building on one another.

4696 PWEL 21-001
Saturday, October 3, 8:30 a.m. to 3:30 p.m.
1 Session
Grayslake Campus, Room T335
$150  S. Fullington
Eligible for 6 CEs

NEW! HARA SHIATSU: CLASS II — PRONE
Learn how to give a session in prone position.

4697 PWEL 22-001
Grayslake Campus, Room T333
Saturday, October 24, 9 a.m. to 1 p.m.
1 Session
$75  S. Fullington
Eligible for 3.5 CEs
REIKI LEVEL 2: PRACTITIONER CERTIFICATION
Build upon the skills you learned in Reiki Level 1, and after completing this class you will be certified to practice Reiki professionally. You will receive a second attunement to increase the flow of energy and be introduced to and practice using sacred Reiki symbols to enhance all facets of Reiki work. This includes new healing techniques and protocols for distant and surrogate transmission of Reiki and a brief overview of the use of healing crystals. Practical, business-building strategies for massage therapists and energy practitioners will be discussed. Text and other materials are included. Eligible for 6 CEs to licensed massage therapists
Prerequisite: Reiki Level 1
4618 PALH 73-001
Friday, October 16, 10 a.m. to 5 p.m.
1 Session
Southlake Campus, Room R228
$250   H. McCutcheon

4619 PALH 73-002
Friday, December 11, 10 a.m. to 5 p.m.
1 Session
Southlake Campus, Room R228
$250   H. McCutcheon

THE SCIENCE BEHIND ENERGY MEDICINE
Join us to pull the curtain back on ancient healing techniques. You will learn the true nature of our existence as powerful, energetic beings. See examples of Western medicine using technology to emulate our natural abilities and find out how energy exchange with others can impact all facets of our lives and how to manage it. Experience your own energy fields and those of everyone around you. Eligible for 2.5 CEs to licensed massage therapists.
4615 CBOD 25-001
Friday, October 30, 1-4 p.m.
1 Session
Grayslake Campus, Room T326
$65     H. McCutcheon
HEALTHIER LIVING NATURALLY FOR THE MIND, BODY AND SOUL
Living healthier today is not easy. Join us as we discover practical and simple steps to a healthier lifestyle. We will explore and learn about the amazing health benefits of nature, addressing the body, mind and spirit and using medical research as our guide for well being. Christina Hall is an author, blogger and certified health coach whose two eBooks, Healthier Living Naturally and Health, Healing and Hope hit #1 and #2 on Amazon in “Medical Education and Training” and “Healthier Living” categories respectively. She blogs at homeremedies4mom.com. This class is not eligible for Massage CEs.

4628 CBOD 21-001
Wednesdays, September 2-23, 6-8 p.m.
4 Sessions
Grayslake Campus, Room T332
$59  C. Hall

STRESS REDUCTION THROUGH MINDFULNESS PRACTICES
Experience and become more focused and efficient, spend less time worrying about the future and/or brooding about the past, feel more rested and less stressed, enjoy life more! Deepen your connections in the world. Worry, stress and fear are a part of our everyday life. Through learning and incorporating mindfulness practices into your day, you can build a new relationship with worry and stress. Break free from your struggles and open up new possibilities in your life at home, work, relationships and/or school. Through four weeks of experiential exercises and discussion, you will learn how to better handle whatever life sends your way, strategies to use for a lifetime. This class is not eligible for Massage CEs.

4595 CBOD 29-001
Tuesday, October 20 to November 10
6:30-8 p.m.
4 Sessions
Grayslake Campus, Room T333
$59  P. Heigert

WANT TO LEARN AT HOME ON YOUR OWN?
INTRODUCTION TO NATURAL HEALTH AND HEALING-ONLINE
Learn how to promote wellness, balance and health in all aspects of your daily life. Explore naturopathy and proper breathing techniques that enhance health and the value of hydrotherapy, diet, biorhythms and fasting. We'll also examine brain function tests, visualization and relaxation therapies, as well as vitamins, minerals, antioxidants, free radicals and the basic requirements that constitute a healthy diet. Discover herbal healing, aromatherapy, body therapies; massage techniques, osteopathy, chiropractic, T’ai Chi, reflexology, yoga, Feng Shui, therapeutic touch and natural remedies for common emergencies.

Register for an ed2go instructor-led or self-paced Online course. Turn to page 33 for more information. Or visit www.ed2go.com/clc

Hospitality

BEVERAGE AND ALCOHOL SELLERS AND SERVERS EDUCATIONAL TRAINING (BASSET)
Protect your liquor license and reduce your risk as an alcohol server. Liquor license owners, alcohol sellers and servers learn how to determine servability of patrons, the physical and psychological effects of alcohol, local ordinances of alcohol consumption and driving, Blood Alcohol Concentration and determination of proper IDs. BASSET is certified by the Illinois Liquor Control Commission and is required by the Lake County Commission and various other municipalities for facilities licensed to serve and sell alcohol. The course does NOT prepare individuals to be bartenders. Requests from past and current students to replace a BASSET “Certificates of Completion” will be honored for up to three years from the class date.

4632 PHOS 1-001
Monday, September 21, 6-10 p.m.
1 Session
Grayslake Campus, Room T326
$49  A. DeMarco

4633 PHOS 1-002
Saturday, October 24, 8 a.m. to 12 p.m.
1 Session
Grayslake Campus, Room T323
$49  C. Parr

4634 PHOS 1-003
Monday, November 16, 6-10 p.m.
1 Session
Grayslake Campus, Room T326
$49  A. DeMarco

4635 PHOS 1-004
Monday, December 7, 6-10 p.m.
1 Session
Grayslake Campus, Room T334
$49  C. Parr

As of July 1, 2015, all current and future BASSET cardholders will need to renew their certification every three years.
PROGRAMA EDUCATIVO DE ENTRENAMIENTO PARA VENDEDores y SERVIDores DE BEBIDAS ALCOHÓLICAS
Proteja su licencia para licores y reduzca el riesgo como servidor de alcohol. Los dueños de licencias para licores, los vendedores y los servidores de alcohol aprenderán a determinar cómo servir a los clientes, los efectos físicos y psicológicos del alcohol, ordenanzas locales sobre el consumo de alcohol y el manejo de autos, la Concentración de Alcohol en la Sangre, y la determinación de identificación apropiada. El programa BASSET está certificado por la Comisión de Control de Licor de Illinois, y es requerido por la Comisión del Condado de Lake y varias otras municipalidades para comercios con licencia para servir y vender licor. Este curso NO enseña a las personas a cómo preparar bebidas alcohólicas.

4636 PHOS 2-001
Monday, October 12, 6-10 p.m.
1 Session
Grayslake Campus, Room T267
$49 J. Alvarez

FUNDAMENTALS OF MEETING AND EVENT MANAGEMENT
2 credit hours
Learn strategies to develop meetings and special events. You will be introduced to the many considerations involved in planning an event. You will learn how to conduct a needs analysis, balance multiple presentation formats, develop conference space schematics, create a program planning and event timeline, develop a budget and understand the basics of marketing and promotion.

4539 PHOS 10-001
Mondays and Wednesdays
October 5 to November 11, 6-9:15 p.m.
12 Sessions
Grayslake Campus, Room T326
$299 C. Harris

FOOD SAFETY CERTIFICATION/RE-CERTIFICATION
Based on the most recent food safety regulations, this course will prepare you to be certified or re-certified through the Illinois Department of Public Health. You will cover all major sanitation points, including how food becomes unsafe, proper precautions, personal hygiene, food contamination, regulations and inspection standards. Prior to class, it is highly recommended to read the entire textbook. The nationally recognized ServSafe exam is given at the end of the class and upon successful completion, you are eligible to apply for the Food Service Sanitation Manager Certification license. A textbook for this class is required and can be purchased at the CLC Bookstore.

4637 PHOS 5-001
Wednesday, September 30
8 a.m. to 5:30 p.m.
1 Session
Grayslake Campus, Room T332
$99 J. Keyes

4638 PHOS 5-002
Thursday, November 12
8 a.m. to 5:30 p.m.
1 Session
Grayslake Campus, Room T323
$99 J. Keyes

SANIDAD EN EL SERVICIO DE ALIMENTOS/RE-CERTIFICACIÓN
Basado en las más recientes normas de sanidad en el servicio de alimentos, este curso lo preparará para ser certificado o re-certificado por el Departamento de Salud Pública de Illinois. Usted cubrirá todos los puntos principales de sanidad, incluyendo cómo los alimentos se convierten peligrosos para la salud, las precauciones adecuadas, higiene personal, contaminación de los alimentos, regulaciones y estándares de inspección. Antes de la clase, es muy recomendable leer todo el libro. El examen ServSafe, reconocido nacionalmente, se da al final de la clase, y al completarlo exitosamente, usted es elegible para aplicar para la licencia “Food Service Sanitation Manager Certification”. Se requiere un libro de texto para esta clase, el cual se puede adquirir en la librería de CLC.

4639 PHOS 6-001
Thursday, October 29, 8 a.m. to 5:30 p.m.
1 Session
Grayslake Campus, Room T323
$99 Staff
Interpreting

PROFESSIONAL INTERPRETER BASIC TRAINING

3 credit hours
Enhance your skills or begin your career as a professional interpreter. The focus of this course is on critical concepts for interpreting in medical, legal and community settings. This training enables interpreters to meet their responsibility of placing Limited English Proficient (LEP) persons on an equal footing with those who understand English. Course participants will be empowered with a guide to professionally approach each communicative event by observing established strategies, protocols and codes of conduct.

Specific topics addressed in this course will include the fundamentals and modes of interpreting and translating, the role of the interpreter and the Codes of Ethics proposed by the National Council on Interpreting in Health Care (NCIHC) and the International Medical Interpreters Association (IMIA). Participants will practice and implement interpreting techniques in small groups, listen to and critique recordings of interpreting scripts and record and critique their own renditions.

Note: While this course is open to speakers and interpreters in any language, the instructor is bilingual in Spanish and English. Students will be responsible for their own vocabulary development in preparation for any certification exams. The course will be taught in English.

Students will be required to purchase a book on the first day of class at the cost of $45.

Prerequisite: Students must have college-level proficiency in English speaking, reading and writing in order to be successful in this course.

4527 PLNG 20-001
Saturdays, October 3 to November 14
8:30 a.m. to 3:30 p.m.
6 Sessions
Grayslake Campus, Room T334
$749  S. Arteaga

Local Government

NEW! RUNNING FOR LOCAL OFFICE
Make a positive difference in your community and let your voice be heard. Raise awareness for issues that are important to you and your neighbors. Get your name on the ballot or manage a campaign to support candidates and platforms that you believe in! This exciting, interactive course will be facilitated by CLC political science faculty members and will feature special political guest presentations offering diverse perspectives from experience in local, state or national campaigns. The course will provide a non-partisan overview on such essential topics as understanding the elections process, assembling a campaign team, articulating your platform, raising funds, gaining voter support and responding to critics and mudslinging. Launching a campaign can be an expensive endeavor. Enrolling in this course may be your best investment for getting your campaign off and running effectively.

4580 PGBS 10-001
Wednesdays
September 30 to November 18
6:30-9 p.m.
8 sessions
Grayslake Campus
$199  A. Shriberg
Concealed Carry Licensing

On July 9, 2013, Public Act 98-63, the Firearm Concealed Carry Act, became Illinois state law. This course will satisfy the legal training requirements for eligible residents who wish to apply for permission to carry a concealed firearm. All participants will be required to qualify on the range and will attend classroom topics covering state and federal laws relating to the ownership, storage, carry and transportation of a firearm as well as weapons handling as defined in the statute and administrative rules.

Requirements and Course Information: Participants must be at least 21 years of age and if a resident of the State of Illinois, be eligible to possess a valid FOID card.

Those who own a 9 mm or a 38 special will use their personal weapon and provide their own ammunition as part of their range exercises. Based on availability, participants who do NOT own a handgun may be able to rent a weapon at a small additional fee in order to complete the range qualification. Students interested in this option should discuss availability with the instructor on the first night of class.

The College of Lake County is a weapons-free location.

Students are prohibited by law from bringing firearms to campus. This includes all buildings and parking lots. Students should not bring their firearms on campus or to class. Weapons should only be brought to the final class meeting, which is held at a shooting range.

Prior Training: The 12- and 8-hour training classes are listed as department consent. Prior proof of training MUST be received before a student can register for either section. Call (847) 543-2615 for more information. For participants with prior training, please refer to chart at www.clcillinois.edu/professional/concealedcarry. All documentation or certificates proving completed prior training must be submitted to CLC via email at professionalworkshops@clcillinois.edu or delivered in person to Room T317 at the Grayslake campus no less than five business days prior to the start date of any class.

CONCEALED CARRY LICENSE TRAINING – 8 HOURS
This class is only for those students who have completed eight hours of previous training approved by the Illinois State Police. Any previously completed training must be authenticated by the College of Lake County prior to a student attending class. All documentation or certificates proving completed prior training must be submitted to CLC via email at professionalworkshops@clcillinois.edu or delivered in person to Room T317 at the Grayslake campus. CLC must receive these documents no less than five business days prior to the start date of any class.

4532 PPSI 32-001
Sunday, September 27
11 a.m. to 3 p.m. and 5-9 p.m. at range
1 session
Grayslake Campus, Room T335
$199 R. Tapkowski

4533 PPSI 32-002
Grayslake Campus, Room T335
Wednesday and Thursday
November 11 and 12, 6-10 p.m.
2 sessions
$199 R. Tapkowski

CONCEALED CARRY LICENSE TRAINING - 16 HOURS
This course satisfies the legal training requirements for eligible residents who wish to apply for permission to carry a concealed firearm. In this course, firearm knowledge, safety and personal protection are emphasized in order to gain the appropriate mindset and skills needed for responsibly exercising the right to carry. Includes live fire range qualification as well as the required classroom hours, which will thoroughly cover the directives and restrictions outlined in the new law. Participants must be at least 21 years of age, and if a resident of the State of Illinois, be eligible to possess a valid FOID card. All participants are required to qualify on the range and will attend classroom topics covering state and federal laws relating to the ownership, storage, carry and transportation of a firearm as well as weapons handling as defined in the statute and administrative rules.

4531 PPSI 30-001
Saturday, September 26, 9 a.m. to 5 p.m.
AND
Sunday, September 27
11 a.m. to 3 p.m. and 5-9 p.m. at range
2 sessions
Grayslake Campus, T335
$299 R. Tapkowski

4702 PPSI 30-002
Grayslake Campus, Room T335
Monday-Thursday, November 9-12
6-10 p.m.
4 sessions
$299 R. Tapkowski

12-HOUR TRAINING
A 12-hour training option is also available for students with four hours of qualified previous training.
Protective Services

SECURITY OFFICER BASIC TRAINING
1.5 credit hours
Are you interested in finding a career in the security field as an unarmed security guard or would you like to enhance your present job skills and earn state certification? Security officer basic training will prepare new security officers and experienced employees for employment with a certified agency under the Illinois Private Detective, Private Security and Private Alarm Act. This course covers the security code of ethics, public and human relations, Illinois Criminal code, fire and accident prevention, patrol procedures, liabilities, report writing, use of force, fire and safety equipment and search and seizure procedures.

4530 PPSI 5-001
Monday-Friday, September 14-18
6-10 p.m.
5 Sessions
Grayslake Campus, Room T333
$199  R. Tapkowski

SECURITY OFFICER FIREARM TRAINING
1.5 credit hours
This course is for individuals who have completed the 20-hour security officer basic training course as mandated by the Illinois Private Detective, Private Security and Private Alarm Act. Course topics include legal use of firearms, liability while armed, firearms safety and maintenance, range procedures and range qualifying. A written test, firing range practice and final qualification follow classroom instruction. A current Illinois Firearm Identification Card (FOID) is mandatory to receive firearms training. 
Prerequisite: Security Officer Basic Training course or proof of equivalent training.

4553 PPSI 6-001
Monday-Friday, October 12-16, 6-10 p.m.
5 Sessions
Grayslake Campus, Room T335
$249  R. Tapkowski

COMMUNITY SERVICE OFFICER 3 credit hours
This five-day course was designed with input from police departments in our region. It prepare students to work in a police department as a Community Service Officer (CSO). This non-sworn position augments police departments with uniformed civilian personnel authorized to operate police vehicles. Some of the duties include issuing parking tickets, traffic control, handling motor vehicle accidents and animal complaints.

Note: To be employed as a CSO, individuals must meet department standards, which may include: 21 years or older, high school diploma, valid Illinois driver license with a clean driving record, no criminal history and they must pass a department written exam and interview. Criteria for employment are set by individual law enforcement agencies.

4596 PCII 1-001
Saturdays, September 26 to October 24
8 a.m. to 5 p.m.
5 Sessions
Grayslake Campus, Room T326
$399  C. Parr
Real Estate

Prepare to be a real estate agent!

The College of Lake County is approved by the Real Estate Bureau, part of the Illinois Department of Financial and Professional Regulation. A student must meet all the requirements to be able to take the Broker’s or Managing Broker’s Examination given by the State of Illinois.

Broker Requirements
PRLE 2 and PRLE 3 fulfill the required broker pre-licensing exam course requirements. Attendance for all class hours and a passing score of 75 percent or better on the final exams are required, as mandated by the Illinois Department of Financial and Professional Regulation. In addition to meeting the course requirements, an applicant for the State of Illinois licensing examination must be a high school graduate (or GED recipient) and 21 years of age, or 18 years of age and have two years of college course work. For more information on state requirements, please review http://www.idfpr.com/DPR/RE/realmain.asp.

BROKER PRE-LICENSING TOPICS
5 credit hours
This course, with the Broker Pre-Licensing Applied Principles course (PRLE 3), fulfills the new education requirements for obtaining an Illinois Real Estate Broker license. You are required to attend all sessions which include: introduction to the license law and real property; basics of agency, seller and buyer relationships and counseling; local, state and federal laws effecting real estate; brokerage, marketing and advertising; market analysis and appraisal; financing, contracts, independent contractor and employee status, occupational disciplines and business planning. A textbook is required and should be purchased at the CLC Bookstore prior to class.

4624 PRLE 2-001
Thursdays and Tuesdays
October 1 to November 3
5:30-10 p.m.
AND
Saturdays, October 3-31
8 a.m. to 2 p.m.
15 Sessions
Southlake Campus, Room V328
$699 W. Paprocki

BROKER PRE-LICENSING TOPICS—HOME STUDY
5 credit hours
Home study is an option for completing 75 hours of the broker pre-licensing curriculum (course code PRLE 02). Students who select this option must complete and submit assignments that fulfill the class time requirement. The course is self-paced and students correspond with the instructor through email and phone as needed. This allows students the freedom to complete the approved classes without having to attend regular class meetings. Home Study students are required to come to the Grayslake campus only to take the final exam. An additional home study packet must be purchased in the bookstore.

4625 PRLE 2-981
September 24 to November 24
Home Study
$699 W. Paprocki

BROKER PRE-LICENSING APPLIED PRINCIPLES
1 credit hour
This course, with the Broker Pre-Licensing Topics course (PRLE 2), fulfills the new education requirements for obtaining an Illinois Real Estate Broker license. This interactive course includes role play, situations, case studies and demonstration examples. You are required to attend all sessions, which include: listing presentations, buyer representations, agency disclosures, purchase agreements, handling offers, negotiating, market analysis, closing costs, escrow money, fair housing and anti-trust. A textbook is required and should be purchased at the CLC Bookstore prior to class.

4626 PRLE 3-001
Thursdays and Tuesdays
November 5 and 10, 5:30-10 p.m.
AND
Saturday, November 7, 8 a.m. to 2 p.m.
3 Sessions
Southlake Campus, Room V328
$199 W. Paprocki

HOME INSPECTION
4 credit hours
This pre-licensing course, approved by the state of Illinois, prepares future home inspectors for the state licensing examination. Illinois home inspectors must be licensed to comply with state law. All areas of home inspection will be covered in the 60-hour course, including exteriors, electric, heating and code compliance. As part of the course, students will be required to participate in field events. These hands-on trips may be scheduled outside of class, based on the availability of students, instructor and sites. Be aware that to open a home inspection business, there are additional costs such as insurance and equipment. Prerequisite: This course is intended for people who have some working knowledge of the building trades.

4552 PRLE 40-001
Mondays and Wednesdays
September 14 to December 2
6-9:30 p.m.
24 Sessions
Grayslake Campus, Room T334
$799 K. Fulara
Transportation

Aviation

The Federal Aviation Administration estimates that as many as 7,500 commercial unmanned aerial vehicles could be flying in national airspace within a few years. The unmanned aircraft industry hopes that there will be 100,000 people with drone-related jobs by 2025 (Time, 2013).

PRIVATE PILOT GROUND SCHOOL
3 credit hours
Private Pilot Ground School is the first step to becoming a pilot and gaining the knowledge needed to begin a career in the aviation industry. In addition to preparing you for the FAA Private Pilot knowledge test in your quest toward pilot certification, this course will also provide you with skills for operating Unmanned Aerial Vehicles (UAVs or “drones”), a career path showing signs of significant growth.

Take the first step to begin a new career in the aviation industry! Be prepared for your first flight by learning the basics of radio communications, navigation and trip planning, emergency procedures, weather, runway and airspace logistics, flight safety and FAA regulations. You will also become acquainted with aircraft components, maintenance and aerodynamics. This course is designed to fulfill FAA regulations to meet the private pilot certification requirement CFR 61. Upon completion of this course, students will be prepared for the FAA Private Pilot knowledge test. Students who successfully pass the FAA test will be qualified to pursue a Private Pilot License.

4666 PTEC 70-001
Mondays, September 21 to December 14
6-8:45 p.m.
13 sessions
Grayslake Campus, Room T333
$499 C. Karp

4461 PSFT 30-001
Tuesday, August 18, 8 a.m. to 12 p.m.
1 session
Equipment Depot
$135 J. Colangelo

4462 PSFT 30-002
Tuesday, September 15, 8 a.m. to 12 p.m.
1 session
Equipment Depot
$135 J. Colangelo

4463 PSFT 30-003
Tuesday, October 20, 8 a.m. to 12 p.m.
1 session
Equipment Depot
$135 J. Colangelo

4464 PSFT 30-004
Tuesday, November 17, 8 a.m. to 12 p.m.
1 session
Equipment Depot
$135 J. Colangelo

4465 PSFT 30-005
Tuesday, December 15, 8 a.m. to 12 p.m.
1 session
Equipment Depot
$135 J. Colangelo

Forklift

FORKLIFT OPERATOR TRAINING
Forklift Operator training provides participants with knowledge and skills to operate a powered industrial truck (forklift) in a safe and professional manner. Training combines formal classroom instruction, practical hands-on training and evaluation of workplace performance. Training is held at Equipment Depot, 1014 Progress Drive, Grayslake.

4461 PSFT 30-001
Tuesday, August 18, 8 a.m. to 12 p.m.
1 session
Equipment Depot
$135 J. Colangelo

4462 PSFT 30-002
Tuesday, September 15, 8 a.m. to 12 p.m.
1 session
Equipment Depot
$135 J. Colangelo

4463 PSFT 30-003
Tuesday, October 20, 8 a.m. to 12 p.m.
1 session
Equipment Depot
$135 J. Colangelo

4464 PSFT 30-004
Tuesday, November 17, 8 a.m. to 12 p.m.
1 session
Equipment Depot
$135 J. Colangelo

4465 PSFT 30-005
Tuesday, December 15, 8 a.m. to 12 p.m.
1 session
Equipment Depot
$135 J. Colangelo
Truck Driver Training

Get on the Road to a Better Career!

You can begin a new career as a professional truck driver. The U. S. Department of Labor predicts that there is a need for almost 200,000 new truck drivers through 2022. The median annual wage for heavy and tractor-trailer truck drivers with CDLs was $38,200 in May 2012, according to the Bureau of Labor Statistics.

Gain the knowledge and skills to prepare for and pass the State of Illinois issued Commercial Drivers License (CDL-A) exams.

Training provided by Eagle Training Services and Job Placement Assistance is Provided!

For more information, visit www.clcillinois.edu/professional/truckdriver or call (847) 543-2615.

Connect to a new career!

Learn more about Truck Driver Training by attending a FREE information session on Thursday evenings August 20, October 1 or November 5, 2015 at 6 p.m. in Room T335 at the Grayslake campus. Check out www.clcinfosessions.eventbrite.com for more information.

TRUCK DRIVER TRAINING (CDL-A) 10 credit hours

This 160-hour basic training course will prepare students for a career as a commercial truck driver. The course will provide students with the knowledge and skills to prepare for the state-issued Commercial Drivers License (CDL-A) exams, including the permit test, pre-trip inspection test, skills tests and road tests. Students will learn CDL laws, use of controls, safe driving techniques and defensive driving. The course includes classroom instruction and behind-the-wheel training. Students will take practices tests designed to prepare them for the CDL Class A permit exam.

Prerequisites: Students must have a valid Illinois Drivers License Class “D” or above. They may not have committed a serious traffic violation in a commercial motor vehicle within the past 12 months. Students must provide a copy of their Motor Vehicle Report (MVR) from the Secretary of State’s Office prior to enrollment. Students must not have any physical limitation which that affects their driving ability and have use of all their limbs, both eyes, corrected or not and not be legally deaf. Students currently on bond or parole are not eligible for the program. Because all CDL testing is conducted in English, students must be able to speak, read, write and understand English.

4376 PCDL 1-001
Monday-Friday, August 3 to September 4
7:30 a.m. to 4 p.m.
20 Sessions
Grayslake Campus, Room T335
$4100  J. Clark

4377 PCDL 1-002
Monday-Friday, September 8 to October 9
7:30 a.m. to 4 p.m.
20 Sessions
Grayslake Campus, Room T335
$4100  J. Clark

4378 PCDL 1-003
Monday-Friday, October 12 to November 13
7:30 a.m. to 4 p.m.
20 Sessions
Grayslake Campus, Room T335
$4100  J. Clark

4379 PCDL 1-004
Monday-Friday, November 16 to December 18
7:30 a.m. to 4 p.m.
20 Sessions
Grayslake Campus, Room T335
$4100  J. Clark
Teacher Education

SUBSTITUTE TEACHING PREPARATION
To be a substitute today, it takes student respect, skills and a portfolio of ideas and workable presentations. Understand what is expected of a substitute and how to maximize your value to a school. Find out about how to develop a sub notebook, understand classroom management, the latest techniques in developing lesson plans, how to use your own portfolio to assist in teaching and much more.

4470 PTCH 25-800
October 5-30
Online, 24/7
$145  D. Reilly

SOCIAL MEDIA AND ONLINE TOOLS FOR K-12 TEACHERS
Facebook, Twitter, YouTube—everyone talks about ways the Internet lets them stay in touch and see what others are doing, especially your students. Learn about GoogleDocs, Adobe ConnectNow, iGoogle, Flicker, animoto, earth album, Teacher Tube, blogs and virtual labs. Discover tips to use a variety of social media and online tools to help your students. This course is for any teacher interested in social media, from beginners to advanced social networkers.

4466 PTCH 41-800
November 2-27
Online, 24/7
$145  D. Torrez

STUDENTS WITH ASD (AUTISM SPECTRUM DISORDER)
Today, every school in America has students who have been diagnosed with ASD (Autism Spectrum Disorder)—a neurological disorder on the autism spectrum. The effects of this disorder vary widely, but it is important for every teacher to understand how to recognize behaviors that may indicate Asperger's Syndrome. You will take away strategies for working effectively with Asperger's students and parents to create the most positive learning environments for children and teens with this disorder.

4467 PTCH 42-800
October 5-30
Online, 24/7
$145  J. Coates

USING CELL PHONES IN THE CLASSROOM
Class, turn your cell phones—on! Most of your students have cell phones, and now you can use this valuable tool in your classroom to engage and involve your students more in their learning. Discover how to implement cell phones in your classroom from a teacher who has done it successfully. Come away with a step-by-step how-to plan on enhancing your students' learning and your teaching.

4468 PTCH 43-800
November 2-27
Online, 24/7
$145  R. Moore

Graduate School Test Preparation

NEW! GRE TEST PREPARATION
Gain the edge to score your best on the GRE and impress graduate school admissions committees by completing this thorough test preparation class. Students will receive face-to-face instruction and tutoring in a small group setting. The class will prepare students for the quantitative, verbal and analytic writing portions of the exam with practice questions, sample tests and guidance on effective study habits and test taking skills.

4631 PGRD 10-001
Saturdays, September 19 to October 24
9 a.m. to 12 p.m.
6 sessions
Grayslake Campus, Room T332
$249  Staff
**Personal Success Program**

The Personal Success Program (PSP) offers a variety of vocational courses to meet the needs of students 18 years and older with mild to moderate cognitive impairment. The program’s focus is on gaining vocational skills to acquire entry-level employment.

Each class is led by a content expert who has experience teaching people with disabilities. A special education teacher will be present in most classes to provide additional supports. The curriculum is designed to be delivered at a level and pace that is appropriate to the needs of each student.

All students must register through Continuing Professional Development. Call the Customer Service Center for information at (847) 543-2615 or visit www.clcillinois.edu/professional/personalsuccess for more information and a Fall 2015 registration form.

**INTRODUCTION TO NATURAL FOODS**
An extension of the PSP Food Service skills program, Introduction to Natural Foods will teach students about the growing consumer demand of natural foods in restaurants, grocery stores and local farmer’s markets. The class will reinforce basic food safety and food handling skills, introduce students to the nutritional benefits of natural foods and provide hands-on experiences in food production and preparation.

**4604 PPSP 16-001**

*Wednesdays*
September 16 to December 16
12:30-2:30 p.m.
13 sessions
Grayslake Campus, Room T323
$425   G. Johnson

**PET CARE I**
Are you a cat or dog lover? By taking the Pet Care 1 course, you will learn how your ability in caring for animals can turn into a successful career. Gain a better understanding of pet health, development and nutritional needs. Learn training techniques to promote good behavior and obedience and fun activities that you can enjoy with pets. Discover the great number of job opportunities that exist in the pet care industry. This class is designed to prepare students for entry-level employment in pet care. Jobs that students might consider upon completion include: dog bather/groomer assistant, dog walker, pet sitter, or employment at a pet store or animal shelter.

**4606 PPSP 20-001**

*Tuesdays, September 15 to December 15*
10 a.m. to 12 p.m.
13 sessions
Southlake Campus, Room V326
$425   A. Wienckowski

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**CAREER EXPLORATION**
Explore the world of work with such topics as getting and keeping a job, employment readiness, time management skills, getting along with co-workers and supervisors, team building, career exploration, job searching techniques, completing an application, resume and interviewing skills. This program is the core of the personal success program and is required for first-time participants.

**4597 PPSP 1-001**

*Thursdays, September 17 to December 17*
10 a.m. to 12 p.m.
13 sessions
Grayslake Campus, Room T334
$425   G. Johnson

**COMPUTER SKILLS I**
This course is designed to introduce students to the essential computer skills needed to successfully secure and keep a job in the contemporary workplace. In this hands-on class, students will learn basic workplace computer skills including how to create and save folders and files, printing, sending and receiving emails and creating basic documents, letters, memos and spreadsheets using Microsoft software. Students will also learn Internet safety and security and identification of internal and external personal computer components.

**4640 PPSP 10-001**

*Fridays, September 18 to December 18*
10 a.m. to 12 p.m.
13 sessions
Grayslake Campus, Room L032
$425   S. Freeman

**CHILD CARE SKILLS**
Would you like to prepare for a job in a childcare center? Learn the types of personality and character traits that are important in caring for children from infancy to pre-school age. Having a better understanding of the children in your care will prepare you to understand each development stage. Learn how to prepare nutritional meals and snacks, safety and sanitation guidelines and how to apply developmental and age appropriate behavior reinforcements. Make childcare fun and educational for the little ones in your care. You will develop educational, safe and age-appropriate activities for pre-school age children. Explore activities in the areas of fine and gross motor skills, music, reading, listening, math, science and self-help skills.

**4602 PPSP 12-001**

*Wednesdays*
September 16 to December 16
10 a.m. to 12 p.m.
13 sessions
Grayslake Campus, Room T323
$425   G. Johnson

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RETAIL SKILLS 1
No matter what your interests are, there is a potential job for you in the retail industry. From video games and electronics to fashion, sports and food, there is an abundance of exciting retail stores that need new employees year round. In Retail Skills 1, students will learn some of the key elements that stores are looking for. Learn to provide excellent customer service, work in a team and resolve problems on the job. Students will also be introduced to the concepts of sales and merchandising, inventory management and the typical store layouts and organizational structures of major U.S. retail companies.

4608 PPSP 25-001
Thursdays, September 17 to December 17
12:30-2:30 p.m.
13 sessions
Grayslake Campus, Room T338
$425   G. Johnson

NEW! FINANCIAL LITERACY FOR YOUNG ADULTS
While making money is important, independent adults must also know how to spend, borrow and save money. Students will learn basic money management and financial literacy skills needed to complete important life tasks. Topics covered include the basics of banking, using a debit or credit card responsibly, balancing a monthly budget, paying bills, understanding your paycheck and preventing identity theft. Students will practice these skills through interactive lectures and hands-on activities, including work with Excel spreadsheets and calculators.

4610 PPSP 33-001
Tuesdays, September 15 to December 15
12:30-2:30 p.m.
13 sessions
Southlake Campus, Room V326
$425   P. Palmersheim

NEW! PERSONAL CARE AIDE - PSP
This course is specially designed to provide students with cognitive or learning disabilities an opportunity to gain the basic skills needed to begin a new career or to confidently provide companionship or care for an elderly or disabled family member or friend. These skills include:

• Person-centered communication techniques
• Basic hygiene and infection control
• Assistance with personal care tasks
• Housekeeping, cooking and nutrition
• Use of adaptive equipment such as lifts, wheelchairs, walkers and grab bars
• Recognizing and responding to an emergency
• Understanding legal requirements and limitations
• HeartSaver CPR and awareness of blood-borne pathogens

This course exceeds the home service worker training requirements of the Illinois Department of Public Health. Classes will be held in a hands-on skills lab, and skills will be assessed by a competency evaluation. Upon completion, students will receive a vocational certificate and an American Heart Association CPR card good for two years. A textbook and a materials kit are required and are available in the CLC Bookstore.

4667 PPSP 40-001
Fridays, October 16 to November 20
12:30-4:30 p.m.
6 sessions
Grayslake Campus, Room D228
$425   J. Burns
Learn More. When and where you want!

Two online options: Hundreds of engaging courses

Instructor-led
Experienced professionals lead instruction.
Learn from the comfort of your computer.

- Hundreds of engaging courses
- Most courses meet for 6 weeks (12 lessons)
- Classes start every month—Sept. 16, Oct. 14, Nov. 11, Dec. 9
- Start as low as $115

Self-paced Tutorials
Course work is completed independently based on your schedule.

- Hundreds of self-paced courses
- Start when you want
- Self-directed courses—you set the pace
- Range from $99 – 399

Courses start every month!
College of Lake County offers a variety of online courses including:

- Computer Skills
- Web Programming
- Graphic and Multimedia Design
- Business Communications
- Management and Leadership
- Health and Wellness
- Teaching and Education
- Arts and Crafts
- Family, Home and Parenting
- Language
- Photography
- Writing

For registration details or to learn more call
(847) 543-2615 or visit www.clcillinois.edu/professional/onlineclasses
Illinois Small Business Development and International Trade Center

Celebrating 30 Years of Small Business Success

Explore business solutions and training and find new opportunities for your business to start, grow and succeed. Whether you’re starting a new business, positioning your company for growth or seeking to expand globally, we can help. Our business services include:

• Free, confidential, one-on-one business advising in English or Spanish with noted experts
• Assistance in developing business plans and financial statements
• Guidance in forming strategic marketing plans
• Support in securing loans with local lenders and service providers
• One-on-one strategic export counseling
• Customized international market and trade research
• Foreign market access and matchmaking programs
• Export transaction and regulatory assistance
• Interactive, low-cost workshops

Connect with us. We are your business partner to success.

Schedule a free, one-on-one counseling session with one of our small business advisors or with our International Trade Specialist.

(847) 543-2033
IllinoisSBDC@clcillinois.edu
www.clcillinois.edu/sbdc-itc

“The business expertise and management advice from my small business advisor has been extremely helpful from our first meeting and to this day. He has helped me create a clear vision for the future of my company and a detailed action plan to execute it.”

– Laura Castillo, Owner of Felix’s Famous Cookies

Save the Date!

Small Business Success in Lake County Goes Global

Thursday, November 5, 2015
8:30 a.m. to 4:30 p.m.

Visit www.SmallBusinessSuccessInLakeCounty.com for details.
Start-Up and Business Planning

START STRONG BUSINESS BOOT CAMP
This accelerated small business boot camp will explore business fundamentals needed to start and run a new business. Evaluate your business idea including personal objectives, business feasibility, market potential and financial strength. This class will provide the resources, support and motivation to prove that a dream of business success is within reach. Individualized counseling by a certified business advisor is included to address specific concerns and challenges.

4395 TBSM 2-600
Tuesdays, October 6-27, 6:30-8:30 p.m.
4 Sessions
Grayslake Campus, Room T334
$100 J. Osmond

Sponsored by First Midwest Bank

STARTING YOUR BUSINESS IN ILLINOIS
Starting a business in Illinois isn’t as simple as pressing a button. There are laws, regulations and reports a company must abide by and produce. Learn important aspects of business ownership and receive handouts that include information on agencies to contact. Don’t be sorry, be safe. Learn what is required to start a business in Illinois.

4396 TBSM 10-001
Tuesday, September 29, 6:30-8:30 p.m.
1 Session
Grayslake Campus, Room T334
FREE J. Osmond

4397 TBSM 10-002
Tuesday, November 3, 6:30-8:30 p.m.
1 Session
Grayslake Campus, Room T334
FREE J. Osmond

Social Media

NEW! EMAIL MARKETING: A TOP REVENUE GENERATOR
Email marketing is one of the most underutilized tools in your marketing arsenal. Yet studies consistently show email in the top three for revenue generation. This highly versatile tool reaches your audience on any device, in any format and goes directly to their inbox. As one of the only direct communications you have with customers and prospects, email can quickly become the most valuable tool you use to market with less effort to generate more results.

4652 TBSM 17-001
Wednesdays, October 14-21, 2-4 p.m.
2 Sessions
Southlake Campus, Room V328
$65 C. Hilbert

NEW! BOOST REACH WITH FACEBOOK ADS
Dramatically improve your Facebook results by targeting the audience you want most. With organic reach less than 10 percent, businesses are boosting posts and placing ads to increase page exposure and generate new customers. This workshop will cover the different ads Facebook offers, examine the application of audience filters, cover how to set up an ad budget and control spending, review the difference between ads and sponsored stories, explore ad placement options and review the importance of ad analytics. Come learn how to use ads effectively to attract more people even on a tight budget.

4651 TBSM 23-001
Wednesdays, September 16-23, 6-8 p.m.
2 Sessions
Southlake Campus, Room V328
$65 C. Hilbert

NEW! WHAT YOU DON’T KNOW ABOUT SOCIAL MEDIA - ONLINE
Are you using social media to reach prospects and customers? Do you know how well it is working? Is the time investment paying off? Social media platforms, like Facebook, have made it harder than ever to connect to your audience. Many pages reach only a fraction of their followers. If you want social media to achieve tangible results, you need to fully understand how these platforms (Facebook, LinkedIn and Twitter) are used and what to communicate on each to grow your business. Find out exactly what you need to do to produce and verify social media results and get the answers to your most challenging questions. Meet for one hour once a week from the comfort of your own desk. This is a live virtual classroom environment where you will discover how your business can capitalize on this elusive marketing channel.

This workshop cannot be accessed through Blackboard.

4679 TBSM 24-800
Tuesdays, September 22 to December 15
(No class Tuesday, November 24)
3:30-4:30 p.m.
12 Sessions
ONLINE
$175 C. Hilbert

NEW! HOW TO CONTROL YOUR ONLINE REPUTATION
An Internet search provides buyers everything they need to know before they ever contact you. Today, even newborn babies have an online shadow because everything ever said or published online, stays online. How do you make sure what people find reflects positively on you and the products and services you offer? What can be done if it doesn’t? How can you change the online shadow of your business? Your reputation’s online, even if your business isn’t. Take control of how people view your business and protect your bottom line.

4680 TBSM 57-001
Wednesdays, November 11-18, 2-4 p.m.
2 Sessions
Southlake Campus, Room V328
$65 C. Hilbert

This class is also offered online.
Turn to page 36 for details.
Accounting and Finance

INTRODUCTION TO QUICKBOOKS
This class is designed for users who have less than six months’ experience working with QuickBooks. Topics include setup of new files, processing banking, accounts receivable and accounts payable transactions, reconciliation of bank and credit card accounts and running basic financial reports. This class does not cover the cloud/online version of QuickBooks.
Prerequisite: Able to use Microsoft Windows products.

4412 TBSM 20-001
Thursday, September 24, 8 a.m. to 5 p.m.
1 Session
Grayslake Campus, Room L032
$150 R. Ritzwoller

4413 TBSM 20-002
Wednesdays, October 28 to November 11
6:30-8:45 p.m.
3 Sessions
Grayslake Campus, Room L032
$150 R. Ritzwoller

INTERMEDIATE QUICKBOOKS
Learn how to analyze financial data to better understand your business. Create and customize reports, track and pay sales tax. Learn payroll functions such as setting up payroll information and schedules, payroll tracking and processing payment of payroll taxes.

4414 TBSM 21-001
Wednesday, December 2, 5-8:45 p.m.
1 Session
Grayslake Campus, Room L032
$100 R. Ritzwoller

Online learning for the Small Business Owner

Illinois SBDC International Trade Center offers online classes for the new to the experienced business owner including:

- Entrepreneur Readiness
- Business Start-up
- Business Planning
- Strategic Planning
- Cash Flow
- Marketing

Connect and learn at your convenience. These online classes are self-paced online learning modules and cannot be accessed through Blackboard.

To register or for more information, visit www.clcillinois.edu/SBDConline or call (847) 543-2033.

Classes are provided by Small Business Spoken Here.

START STRONG SERIES
This series of four workshops will identify the steps you need to take to start your business on a firm foundation.

Enroll in an individual workshop or take the series and save. Series cost $150, a $200 value.

ARE YOU READY?
Assess your entrepreneurial readiness. Estimated time to complete: two hours.
FREE

STARTING YOUR BUSINESS IN ILLINOIS
Learn what rules and regulations are required to start a business. Estimated time to complete: one hour.
FREE

BUILDING YOUR BUSINESS TEAM
Who should be on your team? Estimated time to complete: four hours.
$75

BUSINESS PLANNING MADE EASY
Build your roadmap to success. Write your own business plan. Estimated time to complete: eight hours.
$75

GROW STRONG SERIES
This series of four workshops provides a plan that will take your business to the next level of success.

Enroll in an individual workshop or take the series and save. Series cost $200, a $240 value.

STRATEGIC PLANNING FOR SMALL BUSINESS
Develop a plan that can propel your business to higher levels of success. Estimated time to complete: eight hours.
$100

CASH FLOW—LIFEBLOOD OF YOUR BUSINESS
It is a simple fact that cash is king! Estimated time to complete: one hour.
$50

MARKETING FOR SUCCESS
Develop and implement a multi-faceted marketing plan. Estimated time to complete: three hours.
$50

MAXIMIZE YOUR RELATIONSHIPS
Building successful relationships are vital to your success. Estimated time to complete: one hour.
$40
NEW! GLASSBLOWING PAPERWEIGHTS
Intended for beginners with little or no hot shop experience, this hands-on class will concentrate on making three different round paperweights using various processes and colors: Glo-ball, Shard-ball and Cane-ball. Leave with three of your own paperweight creations and a better appreciation for working with hot glass. Proper attire is mandatory: long-sleeved cotton shirt, long pants, socks, closed-toed shoes, a pair of sunglasses. Class time may vary depending on the number of students. Course fee covers all materials.

Class is held at Peter Patterson Glassworks, 888 Tower Road, Unit E, Mundelein. Students 14-17 may register for this class through the Explore program and attend with a registered parent or other authorized adult. Call (847) 543-2615 for more information. Parent must sign a waiver with Patterson Glassworks.

4473 CCRF 2-031
Monday, September 28, 6-10 p.m.
1 Session
Peter Patterson Glassworks
$125   P. Patterson

4474 CCRF 2-032
Monday, November 9, 6-10 p.m.
1 Session
Peter Patterson Glassworks
$125   P. Patterson

4475 CCRF 2-033
Monday, December 14, 6-10 p.m.
1 Session
Peter Patterson Glassworks
$125   P. Patterson
NEW! BEGINNING GLASSBLOWING
Learn the secrets of the ancient art of glassblowing in this class intended for beginners with little or no hot shop experience. Starting with a simple gather, we will work our way up to blowing a glass vessel, exploring different techniques in shaping, forming and coloration of the glass and even experimenting with specialty glass, such as Dichroic or “Glo Glass.” Expect to complete eight to 12 pieces. Class time may vary depending on the number of students. Class fee covers all materials. Proper attire is mandatory: long-sleeved cotton shirt, long pants, socks, closed-toed shoes and a pair of sunglasses. Class meets at Peter Patterson Glassworks, 888 Tower Road, Unit E, Mundelein. Students 16-17 may register through the Explore program and attend with a registered parent or other authorized adult. Call (847) 543-2615 for more information.

4476  CCRf 4-031
Wednesday and Thursday
September 23-24, 6-9 p.m
2 Sessions
Peter Patterson Glassworks
$400  P. Patterson

NEW! BEGINNER SEWING: SEW HAPPY TOGETHER
Here’s a fun class to show you and your sewing machine how to “sew happy together.” Get acquainted with your machine: needles, threading and troubleshooting. Learn how to read a pattern and choose fabric. Enjoy cutting, assembling and completing your own sewing project. Bring your own sewing machine, sharp scissors and a box of pins to the first class. The instructor will discuss additional supplies in class. Class size is limited to six. Students 14-17 may register through the Explore program and attend with a registered parent or other authorized adult. Call (847) 543-2615 for more information.

4477  CCRf 4-032
Tuesday and Wednesday
December 15-16, 6-9 p.m.
2 Sessions
Peter Patterson Glassworks
$400  P. Patterson

4576  CCRf 31-001
Tuesdays
September 22 to October 27
6-8 p.m.
6 Sessions
Grayslake Campus, Room TBA
$199  M. Wagner-Webb
Culinary Arts

NEW! ITALIAN STYLE FLAIR COOKING
Welcome to Italy! Through demonstration and hands-on participation, in a state-of-the-art professional kitchen, learn to make meatballs with ground beef and pork, fresh herbs and kale. Incorporate them into a delicious version of Italian Wedding Soup. Discover how to make a simple mascarpone trifle dessert with fruit. Enjoy sampling the fruits of your labor. All supplies are included in the per person class fee. Students 14-17 may register for this class through the Explore program and attend with a registered parent or other authorized adult. Call (847) 543-2615 for more information. Class meets at Whole Foods, 760 Waukegan Road, Deerfield.

4710 COOK 9-031
Tuesday, September 29
6:30-8:30 p.m.
1 Session
Whole Foods, Deerfield, Kitchen
$49  T. Wemlinger

NEW! ASIAN FLAIR COOKING
Immerse yourself in a fun evening of Asian cooking. Through demonstration and hands-on participation in a state-of-the-art professional kitchen, learn to make spring rolls with dipping sauce and a delicious banana Matcha tea ice cream. Finish the evening by enjoying samples the class has prepared. All supplies are included in the per-person class fee. Students 14-17 may register through the Explore program and attend with a registered parent or other authorized adult. Call (847) 543-2615 for more information. Class meets at Whole Foods, 760 Waukegan Road, Deerfield.

4709 COOK 4-031
Monday, October 26, 6:30-8:30 p.m.
1 Session
Whole Foods, Deerfield, Kitchen
$49  T. Wemlinger

Dance

BALLROOM DANCING
Ballroom dancing is not just for your first dance! Feel confident whether on a cruise or out on the town. Just like the TV show “Dancing with the Stars,” learning classic dance moves will help you have fun and impress the competition. Start your Friday night out with the right foot forward! Instruction includes fox trot, waltz, cha cha and tango. Couples encouraged; class fee is charged per individual. Get professional dance instruction with lots of personal attention at an incredible price. Register quickly; space is limited!

4594 CDAN 2-001
Fridays, September 11 to November 20
7-9 p.m.
10 Sessions
Round Lake Area Park District
Sports Center, Mezzanine
$109  R. Seelandter

INTERMEDIATE MODERN DANCE
This course is designed for students who want to go beyond the fundamentals of modern dance and develop their modern dance technique. It is for beginning dancers, teachers of theater movement, athletes or persons interested in dance as a fine art. Great choreographers will be explored and imitated through various class sessions. Prerequisite: must have previously taken the college credit class.

4589 CDAN 12-001
Saturdays, August 29 to December 12
10:30 a.m. to 12:15 p.m.
16 Sessions
Grayslake Campus, Room P106
$129  T. Crews

INTERMEDIATE YOGA
Deepen your study and practice of yoga as it applies to dance. Master basic knowledge while studying advanced poses and breathing techniques. The course looks more deeply into Indian philosophy, responding in writing to portions of India’s classic text, the Bhagavad-Gita. Special attention will be paid to anatomy and kinesiology as it applies to the dancer. By the end of the course, you will demonstrate an advanced kinesthetic awareness of the body, the ability to perform advanced poses and a deeper understanding of the philosophy and science of yoga. Prerequisite: Must have previously taken the college credit class.

4590 CDAN 15-001
Mondays and Wednesdays
August 24 to December 16
11:30 a.m. to 12:45 p.m.
32 Sessions
Grayslake Campus, Room P106
$129  T. Crews
## Fitness

Stay active! Stay fit! From cardio to strength to sports-focused classes, Personal Enrichment offers a variety of classes to keep you active. These noncredit classes are not taken for a grade, but offer reasonably priced fitness education with highly educated instructors.

Visit [www.clcillinois.edu/personalenrichment/fitness](http://www.clcillinois.edu/personalenrichment/fitness) for complete class descriptions.

All classes are held in the P.E.Center, Building 7, Grayslake Campus and are $129 each.

Register now! Classes start the week of August 24 and are 16 weeks long.

<table>
<thead>
<tr>
<th>Class</th>
<th>Course Code</th>
<th>Days and Times</th>
<th>Instructors</th>
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<tr>
<td>PILATES</td>
<td>4537 CFIT 1-001</td>
<td>Tuesdays and Thursdays, 11-11:50 a.m.</td>
<td>T. Wheeler</td>
</tr>
<tr>
<td></td>
<td>4538 CFIT 1-002</td>
<td>Mondays and Wednesdays, 5-5:50 p.m.</td>
<td>Staff</td>
</tr>
<tr>
<td>KICKBOXING</td>
<td>4555 CFIT 6-001</td>
<td>Wednesdays, 9-10:50 a.m.</td>
<td>T. Wloch</td>
</tr>
<tr>
<td>FENCING SKILLS</td>
<td>4565 CFIT 10-001</td>
<td>Mondays, 8-9:50 p.m.</td>
<td>F. Delgado</td>
</tr>
<tr>
<td>AEROBIC DANCE</td>
<td>4566 CFIT 16-001</td>
<td>Mondays and Wednesdays, 6-6:50 p.m.</td>
<td>D. Paul</td>
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<tr>
<td>TABATA</td>
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<td>BODY TONING - WOMEN</td>
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<tr>
<td>INTRODUCTION TO RUNNING</td>
<td>4569 CFIT 25-001</td>
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<td>Staff</td>
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<tr>
<td></td>
<td>4570 CFIT 29-001</td>
<td>Tuesdays and Thursdays, 5-5:50 p.m.</td>
<td>K. Watanabe</td>
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<tr>
<td></td>
<td>4571 CFIT 29-002</td>
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<td>G. Edwards</td>
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<td>SPINNING</td>
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<td>Mondays and Wednesdays, 11-11:50 a.m.</td>
<td>L. Lancaster</td>
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<tr>
<td>ZUMBA</td>
<td>4573 CFIT 7-001</td>
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<td>D. Paul</td>
</tr>
<tr>
<td>BEGINNING AIKIDO SKILLS</td>
<td>4574 CFIT 8-001</td>
<td>Mondays, 8-9:50 p.m.</td>
<td>J. Scanlan</td>
</tr>
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<td></td>
<td>4645 CFIT 8-001</td>
<td>Mondays, 8-9:50 p.m.</td>
<td>J. Scanlan</td>
</tr>
<tr>
<td></td>
<td>4646 CFIT 9-001</td>
<td>Fridays, 7-8:50 p.m.</td>
<td>C. Tseng</td>
</tr>
</tbody>
</table>

Stay active! Stay fit! From cardio to strength to sports-focused classes, Personal Enrichment offers a variety of classes to keep you active. These noncredit classes are not taken for a grade, but offer reasonably priced fitness education with highly educated instructors.

Visit [www.clcillinois.edu/personalenrichment/fitness](http://www.clcillinois.edu/personalenrichment/fitness) for complete class descriptions.

All classes are held in the P.E.Center, Building 7, Grayslake Campus and are $129 each.

Register now! Classes start the week of August 24 and are 16 weeks long.
You may have always wanted to try yoga but never got around to it. Well, now is your time. Whether you come at lunch or after work, let CLC help you make fitness part of your routine. This course introduces students to basic yoga exercise and is suitable for all experience levels. Space is limited, so register early!

4534 CBOD 1-001
Tuesdays and Thursdays
August 25 to December 17, 7-7:50 p.m.
32 Sessions
Grayslake Campus, Room 0706
$129 T. Skarbalus

4536 CBOD 1-002
Tuesdays and Thursdays
August 25 to December 17, 12-12:50 p.m.
32 Sessions
Grayslake Campus, Room 0706
$129 T. Wheeler

T'AI CHI CHIH® - BEGINNING
T'ai Chi Chih form consists of 19 movements and one pose. The movements are simple and easy to learn, but have profound effects on the body and mind. T'ai Chi Chih is practiced softly and effortlessly through relaxed and gentle flowing movements. With practice, it offers such benefits as: stress reduction, increased inner peace and control over events. Physical benefits include improved balance, blood pressure, energy level and creativity. This moving meditation may be done standing or sitting. It is not affiliated with martial arts or exercise.

4535 CBOD 4-001
Wednesdays, August 26 to December 16
7-8:50 p.m.
16 Sessions
Grayslake Campus, Room TBA
$129 D. McElhose

T'AI CHI CHIH® INTERMEDIATE
This intermediate course will cover refinement of all 19 movements and one pose. The emphasis is on deepening your understanding and exploring personal practice. Your practice may bring more profound harmony of mind and body and physical benefits through the balancing and circulation of the Chi.

4673 CBOD 5-001
Tuesdays, August 25 to December 15
1:30-3:20 p.m.
16 Sessions
Grayslake Campus, Room 0706
$129 D. McElhose

TAI CHI CHUAN
An introduction to Tai Chi, an ancient Chinese system of movement, meditation and Qigong, meaning “breathing exercises.” Through a series of slow movements, students develop balance, form and mental calmness. Slow stretching and gentle exercises will bring increased strength, flexibility and a deep sense of serenity. Practicing Tai Chi and Qigong helps relieve stress and promotes a sense of physical and mental well-being.

4593 CBOD 2-001
Wednesdays, August 19 to December 9
7-9 p.m.
16 Sessions
Grayslake Campus, Room D212
$129 R. Schwartz
Financial Management

RETIREMENT PLANNING TODAY
Living a rich life takes more than money. Because of tax law changes and the uncertain future of Social Security, a sound financial plan has never been more vital. Learn five strategies to manage investment risks, 11 ways to save money on taxes, how to handle your company retirement plan and how to calculate savings needed to retire. Couples may attend for a single registration fee. A $25 fee for the 235-page textbook is payable to instructor at the first class.

4605 CFIN 2-001
Thursdays, September 10-24, 7-9:15 p.m.
3 Sessions
Grayslake Campus, Room T332
$65  R. Babjak

4607 CFIN 2-002
Tuesdays, September 15-24, 7-9:15 p.m.
3 Sessions
Grayslake Campus, Room T332
$65  R. Babjak

REJUVENATE YOUR RETIREMENT
You worked hard to manage funds for a comfortable retirement. But current economic conditions require a second look at them. This comprehensive course focuses on issues and financial concepts important to retirees. In straightforward language it explains financial strategies such as tax-efficient income planning, lifestyle preservation, inflation protection and providing a legacy. However, money is only one aspect of post-retirement planning. The course introduces fulfilling activities such as travel, hobbies, sports, crafts, business ventures and lifelong learning to help make the most of your retirement years. A 143-page illustrated workbook per couple is included with your tuition. Couples may attend together for a single registration fee.

4609 CFIN 6-001
Tuesdays, October 13-20, 9-11:30 a.m.
2 Sessions
Grayslake Campus, Room T332
$59  R. Babjak

Gardening

PUTTING YOUR GARDEN TO BED FOR THE WINTER
It’s easy to just let the garden go at the end of the season—but there are helpful things that you can do this fall to get your gardens (and your gardening equipment) ready for winter, and ultimately ready for the following spring. Learn what steps you can take now, toward easier and more productive gardening next year!

4592 CGAR 11-001
Wednesday, September 30, 7-9 p.m.
1 Session
Grayslake Campus, Room T326
$29  S. Gaughan

WANT TO LEARN AT HOME ON YOUR OWN?

START YOUR OWN EDIBLE GARDEN - ONLINE
Grow delicious, nutritious fruit and vegetables in your own backyard! In this course, you’ll learn how to give your garden a healthy start and keep it growing strong all season. Discover which type of garden is right for you based on your time, space, climate and sunshine. After that, discover how to properly prepare a garden bed so your crops have the best opportunity to thrive. Since healthy soil is the key to a great garden, you’ll see how to identify problems in pH and drainage and fix them. You’ll even learn to understand fertilizers and make compost!

Register for an ed2go instructor-led or self-paced online course. Turn to page 33 for more information. Or visit www.ed2go.com/clc
CONVERSATIONAL SPANISH I
Spanish is one of the most rapidly growing languages in the United States! Immerse yourself into the Spanish-speaking world, language and culture in this fun and interactive class. The primary focus will be on comprehension and production of the spoken language through introducing an active vocabulary, basic grammatical structures, idioms, functional and culturally authentic communicative activities and dialogues. Start using Spanish to talk about personal interests, favorite books, sports, food, your profession, current events, cultural traditions and other common topics. No prerequisite. A textbook is required. Students ages 14-17 may register for this class and attend with a registered parent or authorized adult.

4487  CLNG 2-001
Wednesdays
September 16 to October 21
12:30-3 p.m.
6 Sessions
Grayslake Campus, Room T334
$125    M. Lefebvre

4488  CLNG 2-002
Thursdays
September 17 to October 22
6:30-9 p.m.
6 Sessions
Grayslake Campus, Room T334
$125    E. Rosiles Zavala

4489  CLNG 2-021
Mondays
September 14 to October 19
6:30-9 p.m.
6 Sessions
Southlake Campus, Room V222
$125    L. Nelson

INTERMEDIATE
CONVERSATIONAL SPANISH
Eager to learn and practice expressing your ideas, wishes and desires in Spanish in the present, past and future tenses? This course will help you acquire a good working knowledge of Spanish verb tenses, allowing you to understand and make yourself understood in everyday situations. The emphasis will be on comprehension and production of the spoken language through the introduction of communicative activities and dialogues. Broaden your use of the Spanish language to talk about personal interests, favorite books, television programs, events and cultural traditions. Prerequisite: Absolutely Beginning Conversational Spanish I, Beginning Conversational Spanish or previous experience with the Spanish language. A textbook is required. Unsure which class level is best for you? Call (847) 543-2615 for assistance and registration information. Students ages 14-17 may register for this class and attend with a registered parent or authorized adult.

4490  CLNG 3-001
Thursdays
October 29 to December 10
6:30-9 p.m.
6 Sessions
Grayslake Campus, Room T334
$125    E. Rosiles Zavala

CONVERSATIONAL GERMAN I
Willkommen! Continue to hone your listening, speaking, reading and writing skills with applicable real-life situations. Communicate almost entirely in German while exploring Germany’s language and culture. This is an excellent foundation for personal development, business or travel. Prerequisite: Conversational German I or previous German language experience.

4493 CLNG 12-021
Tuesdays, October 27 to December 1
10 a.m. to 12 p.m.
6 Sessions
Southlake Campus, Room R24
$125    A. Burbach

CONVERSATIONAL GERMAN II

4494  CLNG 15-001
Monday
September 14 to October 19
12:30-3 p.m.
6 Sessions
Grayslake Campus, Room T334
$125    I. Pavlos

4495  CLNG 15-002
Wednesdays
September 23 to October 28
6:30-9 p.m.
6 Sessions
Grayslake Campus, Room T333
$125    I. Pavlos

CONVERSATIONAL ITALIAN I
This is an introduction to the Italian language and culture using simple conversational patterns and phrases. Students will learn basic Italian vocabulary and phrases to deal with everyday situations. The course is designed to help a beginning Italian speaker converse comfortably. A textbook is required. Students 14-17 may register for this class and attend with a registered parent or other authorized adult. Call (847) 543-2615 for more information.

4492 CLNG 11-021
Tuesdays, September 15 to October 20
10 a.m. to 12 p.m.
6 Sessions
Southlake Campus, Room R24
$125    A. Burbach
CONVERSATIONAL ITALIAN II
A continuation of Conversational Italian I, this class focuses on using common phrases, grammar and vocabulary to further enhance speaking and communication skills. A textbook is required. Students 14-17 may register for this class and attend with a registered parent or other authorized adult. Call (847) 543-2615 for more information.

4496    CLNG 16-001
Wednesdays
November 4 to December 16
(No class November 25)
6:30 p.m.
6 Sessions
Grayslake Campus, Room T333
$125    I. Pavlos

WANT TO LEARN AT HOME ON YOUR OWN?

BEGINNING CONVERSATIONAL FRENCH - ONLINE
Learn to communicate easily and comfortably with those who speak French. You’ll learn practical, common phrases that will make your trip to the many French-speaking regions of the world more pleasant. By learning dialogue specific to various settings, you’ll be surprised how easy it can be to speak another language!

Register for an ed2go instructor-led or self-paced Online course. Turn to page 33 for more information. Or visit www.ed2go.com/clc.

AMERICAN SIGN LANGUAGE LEVEL I
If you have always wanted to learn American Sign Language, now is your chance! Sign up with a friend to learn ASL in an engaging and interactive class. Ideal for students in high school or older who want to begin to understand this expressive and rich language. A textbook is required. Students 14-17 may register for this class and attend with a registered parent or other authorized adult. Call (847) 543-2615 for more information.

4497    CLNG 30-021
Wednesdays
September 16 to November 18
6:30-8:30 p.m.
10 Sessions
Southlake Campus, Room R004
$189    C. Moresco Hagan

AMERICAN SIGN LANGUAGE LEVEL II
A continuation of American Sign Language Level I, this class will place heavy emphasis on receptive and expressive signing. Prerequisite: American Sign Language Level I. Students 14-17 may register for this class and attend with a registered parent or other authorized adult. Call (847) 543-2615 for more information.

4498    CLNG 31-021
Mondays
September 14 to November 16
6:30-8:30 p.m.
10 Sessions
Southlake Campus, Room V232
$189    C. Moresco Hagan

Music

Vocal

GOSPEL CHOIR
Perform diverse sacred music of the African-American tradition, including spirituals and gospel music, past to present. Techniques of correct singing are addressed. No audition required. If college credit is desired, enroll in MUS 120-004.

4581    CMSC 1-001
Mondays, August 24 to December 14
7-9 p.m.
16 Sessions
Grayslake Campus, Room D100
$50    C. Hayes

CLC SINGERS
This student-based ensemble engages in the enjoyment, study, preparation and performance of diverse choral music, including madrigals, ballads and popular modern idioms. Emphasis is given to techniques of correct singing. An audition is required. For audition information please call Jeffrey DeLay at (847) 543-2000 ext. 31168 or email JDelay@clcillinois.edu. If college credit is desired, enroll in MUS 120-001.

4582    CMSC 2-001
Tuesdays and Thursdays
August 25 to December 17, 12:30-1:45 p.m.
16 Sessions
Grayslake Campus, Room D100
$50    J. DeLay

CHOIR OF LAKE COUNTY
Comprised of members of the community at large, as well as students, this choir seeks to serve the artistic needs of the community. Its singers participate in the enjoyment, preparation and performance of traditional choral literature, from early Renaissance to present day. Techniques of correct singing are addressed. Open to all for credit or noncredit without audition. If college credit is desired, enroll in MUS 120-003.

4583    CMSC 3-001
Tuesdays, August 25 to December 15
7-9 p.m.
16 Sessions
Grayslake Campus, Room D100
$50    J. DeLay
**CHAMBER SINGERS**
The Chamber Singers is CLC’s newest vocal ensemble. The ensemble provides the opportunity to study and perform challenging repertoire at an advanced level. An audition is required. For audition information, please contact Ingrid Mikolajczyk at (847) 543-2000 ext. 33214 or imikolajczyk@clcillinois.edu. If college credit is desired, enroll in MUS 120-002.

4588 CMSC 9-001
Wednesdays, August 26 to December 16
6-8 p.m.
16 Sessions
Grayslake Campus, Room P105
$50  I. Mikolajczyk

**Instrumental**

**WIND ENSEMBLE**
Offered for the enjoyment and convenience of individuals who wish to play their instrument and do not need college credit. Also offered to provide band experience and opportunities for the college community. An audition is required. For audition information, please call Dr. Michael Flack at (847) 543-2566. If college credit is desired, enroll in MUS 123-001.

4584 CMSC 4-001
Thursdays, August 27 to December 17
7:30-9 p.m.
16 Sessions
Grayslake Campus, Room P101
$50  M. Flack

**JAZZ ENSEMBLE I**
Offered for individuals who wish to perform big band jazz and who do not want or need college credit. Also offered to provide big band experience and opportunities for the college community. An audition is required. For audition information, please call Dr. Michael Flack at (847) 543-2566. If college credit is desired, enroll in MUS 223-001.

4585 CMSC 5-001
Mondays, August 24 to December 14
7:30-9 p.m.
16 Sessions
Grayslake Campus, Room P101
$50  M. Flack

**CONCERT BAND**
Offered for the enjoyment and convenience of individuals who wish to play their instrument and do not want or need college credit. Also offered to provide band experience and opportunities for the college community. No audition is required. If college credit is desired, enroll in MUS 123-002.

4586 CMSC 6-001
Wednesdays, August 26 to December 16
7:30-9 p.m.
16 Sessions
Grayslake Campus, Room P101
$50  J. Mojziszek

**JAZZ ENSEMBLE II**
Offered for individuals who wish to perform big band jazz but do not want or need college credit. Also offered to provide big band experience and opportunities for the college community. No audition is required. If college credit is desired, enroll in MUS 223-002.

4587 CMSC 7-001
Tuesdays, August 25 to December 15
7:30-9 p.m.
16 Sessions
Grayslake Campus, Room P101
$50  D. Hibbard

**Opera**

NEW! **THE MARRIAGE OF FIGARO**
The Marriage of Figaro opera presentation that precedes The Marriage of Figaro Lyric Opera Tour on October 21. See page 49.

**Languages, Sign Language and Music**

INFORMATION: (847) 543-2615
www.clcillinois.edu/personalenrichment
Organizing

ORGANIZE AND ENHANCE YOUR WARDROBE AND IMAGE
Get dressed for success! Achieve the optimal look for your goals, both professional and personal, in this fun, hands-on class. Learn how to organize your closet, choose clothes that flatter your body type and define the image you want to achieve. From image and wardrobe consultant Suzanne Newman, you’ll learn the basics of de-cluttering, organizing and enhancing your wardrobe following her top ten image inventory questions. Find your own personal style and discuss how to choose clothing, accessories and makeup that flatter your appearance. Register with some friends for a great girls’ night out! Students 14-17 may register for this class and attend with a registered parent or other authorized adult. Call (847) 543-2615 for more information.

4647 CINT 12-001
Thursdays, October 1-8, 7-9 p.m.
2 Sessions
Grayslake Campus, Room T332
$45 S. Newman

Outdoor Recreation

NEW! BIRD WALK, AND TOUR OF INDEPENDENCE GROVE’S NATIVE GARDEN AND SOUTH BAY
Join a Lake County Forest Preserve Naturalist on a bird walk at Independence Grove Forest Preserve, where you may see migrating waterfowl and warblers. After your bird walk, take a guided tour of Independence Grove’s lovely Native Gardens and South Bay, where you will learn how a sterile gravel quarry was reclaimed to become this unique forest preserve.

4661 CREC 30-001
Saturday, September 19, 7-9:30 a.m.
1 Session
Lake County Forest Preserves
$19 G. Marcinkovich

NEW! WALK WITH A NATURALIST AND GREEN BUILDING TOUR OF RYERSON WOODS’ WELCOME CENTER
Join a Lake County Forest Preserve Naturalist on a guided hike of the rare northern flatwoods forest of the Edward L. Ryerson Conservation Area. After your hike, learn about the sustainability of the Welcome Center, which has earned Platinum certification in LEED, Leadership in Energy and Environmental Design.

4662 CREC 32-001
Saturday, October 3, 9-11:30 a.m.
1 Session
Lake County Forest Preserves
$19 G. Marcinkovich
AMERICA’S BOATING COURSE
Get ready for safe summer water sports!
Presented as a public service by the Waukegan Sail & Power Squadron, a unit of the United States Power Squadrons, the first five sessions will include boat terminology, required equipment and regulations, boat handling, navigation rules, aids to navigation, emergency conditions, marine communications, water sport safety, trailering, PWC operation and knot tying, followed by a review and examination conducted the sixth session. This module is specifically designed for those who desire to boat on inland lakes and waterways. For those interested in boating on open water such as Lake Michigan, the course continues with nautical charts, the magnetic compass, plotting and basic piloting techniques in the seventh and eighth sessions and an examination at the ninth session. A textbook fee of $30 will be collected at the first session of the class. Piloting tools will be available for purchase at a nominal fee for those who require them. For further details, contact Tenney Ford at (262) 222-3078. Students 14-17 may register for this class and attend with a registered parent or other authorized adult. These youth students earn an Illinois boating safety education card by completing the first six sessions and an exam. Call (847) 543-2615 for more information.

4575 CREC 23-001
Thursdays
September 24 to November 19
7-9:15 p.m.
9 Sessions
Grayslake Campus, Room T333
$39  T. Ford III

GHOSTS AND SPIRIT ENTITIES
How are spirits understood globally and what social roles do they play? Learn about the different types of hauntings and phenomena and develop a new perspective about what Western societies consider ghosts, spirits and the paranormal. Learn the various kinds of entities, their behaviors, capabilities and interactions with us. By examining psychological, physical and spiritual aspects, determine the best way to handle experiences. Real-life paranormal investigations will be discussed.

4630 CPER 33-001
Wednesdays, September 23 to October 7
7-9 p.m.
3 Sessions
Grayslake Campus, Room B245
$79  M. Marshall

PARANORMAL INVESTIGATION
Who or what could you discover? In this introductory class, you will learn the fundamentals behind paranormal investigation, including the scientific, psychological, technical and spiritual aspects of paranormal investigation/research and develop the ability to practically apply this knowledge. Learn to properly hypothesize, examine and critically analyze data. You will be introduced to a multidisciplinary approach necessary for the investigation process that includes examination of the sciences involved, the use of equipment/software, the evidence review process, including potential pitfalls and different types of spirit entities. Real cases will be presented, analyzed and discussed. Whether you are a true believer or a committed skeptic, you will benefit from learning the research techniques used in the field.

4629 CPER 32-001
Wednesdays, October 14 to November 18
7-9 p.m.
6 Sessions
Grayslake Campus, Room B267
$149  M. Marshall
Photography

**BE AN IMAGE MAKER**

**NOT A PICTURE TAKER**

Becoming a good photographer is as much about having a creative vision as it is about being a good technician. Learn from professional photographers, Mike Caplan (also a meteorologist and proud CLC graduate) and John Petrovic, the fundamentals of exposure and composition and the importance of applying that knowledge to craft captivating photos. Discover how to improve your images dramatically as you use your mind as well as a camera to tell stories with your images. Learn to recognize when the light is good and when it’s bad, to prepare thoughtfully for a shoot, to execute photos skillfully and to apply the “art sauce” in the digital darkroom. Weekly photo challenges may be shared with the class for gentle critique. All skill levels are welcome. Requirements: Bring your digital camera with manually adjustable settings and owner’s manual to class. You must be familiar with the basic controls of your camera.

**Note:** Classes will meet on Thursday evenings with one outside workshop in the field on Saturday, October 10 from 7-9 a.m. (Rain date October 11). You must provide your own transportation to the field location. Students 14-17 may register and attend with a registered parent or other authorized adult. Call (847) 543-2615 for more information.

**4479 CPTO 3-001**
Mondays
September 21 to October 19
7:30-9:30 p.m.
AND
Saturday, October 10, 7-9 a.m.
(Rain date: Sunday, October 11)
6 Sessions
Grayslake Campus, Room B258
$225  M. Caplan

**BEGINNING WITH A DIGITAL CAMERA**

Want to shoot without using the automatic setting? Learn from a professional photographer how to set up and use your camera to capture beautiful images through simple tips that will dramatically improve your photos. See instant results! Bring the following to each class: your digital camera, fully charged batteries and owner’s manual. You must be able to load image (jpg) files onto a USB flash drive or CD. The digital camera must be adjustable (have a manual (M) setting allowing you to change shutter speed, lens aperture/f-stop, ISO, etc. manually) and can be either a point-and-shoot or one with interchangeable lenses (DSLR). Students 14-17 may register and attend with a registered parent or other authorized adult. Call (847) 543-2615 for more information.

**4480 CPTO 20-001**
Tuesdays
September 8 to October 13
(No class September 29, 2015)
6:30-9:30 p.m.
5 Sessions
Grayslake Campus, Room T326
$209  L. Nettelhorst

**4481 CPTO 20-021**
Tuesdays
September 8 to October 13
(No class September 29, 2015)
12:15-3:15 p.m.
5 Sessions
Southlake Campus, Room V328
$209  L. Nettelhorst

**DESIGNING YOUR PHOTOGRAPHS**

Don’t be satisfied just taking pictures, learn to design them! Discover seeing differently, tap into your creativity and compose beautiful photographs as you expand your awareness of subjects. Learn by doing with the understanding assistance of a professional photographer. Bring the following to class: five samples of your photos in jpg format on a USB flash drive or CD and your digital camera, either an iPhone/android phone camera, a point-and-shoot or one with interchangeable lenses (DSLR). You must be able to load image (jpg) files onto a USB flash drive or CD. Students are welcome to repeat the course. Students 14-17 may register and attend with a registered parent or other authorized adult. Call (847) 543-2615 for more information.

**4482 CPTO 25-001**
Tuesdays
October 20 to November 24
6:30-9:30 p.m.
6 Sessions
Grayslake Campus, Room T326
$249  L. Nettelhorst

**4483 CPTO 25-021**
Tuesdays
October 20 to November 24
12:15-3:15 p.m.
6 Sessions
Southlake Campus, Room V328
$249  L. Nettelhorst
NEW! **INTRODUCTION TO FINE ART PHOTOGRAPHY**

Creativity begins with the vision of the photographer, but without knowing the full potential of the tools at hand, that vision may not be fully realized. Concentrate on a better understanding of the capabilities of your digital camera so you can realize and potentially expand your vision. Through lecture, demonstrations, critique and shooting assignments, learn how technical aspects of your camera impact the image, how to use multiple exposure and how to execute interval timer shooting. You will be introduced to photo editing software. Bring your digital SLR camera with interchangeable lens to class. Students 14-17 may register and attend with a registered parent or other authorized adult. Call (847) 543-2615 for more information.

4611 CPTO 31-001
Saturdays
October 3 to November 14
(No class October 10)
9-11:30 a.m.
6 Sessions
Grayslake Campus, Room T333
$175 J. Harold

NEW! **THE MARRIAGE OF FIGARO LYRIC OPERA TOUR**

Join us at Lyric as the resourceful Figaro gets ready to marry his lovely Susanna and endeavors to get his fiancée to the altar with her virtue still intact! His boss, the Count, has designs on Susanna and sees no reason to let her escape his noble snare, even if it means breaking the heart of his own long-suffering bride. But there’s rebellion in the air in a comedy that boasts more salon drama and backroom maneuverings than a whole season of *Downton Abbey*.

Tour Information

Tours will leave from the location or locations specified under each description. Some tours will have more than one pickup site and time. Plan to arrive 15 minutes before the departure time for your tour. An effort is made to conduct all tours as described. Substitutions may be necessary when situations arise that are beyond our control. Cancellations for tours may be made up to seven business days before the tour. After that no refund is possible.

4663 CTRP 14-001
Wednesday, October 21, 12-6:45 p.m.
1 Session
Southlake Campus, Room V138
$135 A. Isaacs

NEW! **THE MARRIAGE OF FIGARO OPERA PRESENTATION**

Join us for a presentation that will prepare you musically for the Lyric Opera performance of The Marriage of Figaro. Learn about the background of the Beaumarchais Figaro Trilogy, the characters in this opera, plot synopsis and a little about Mozart’s life with an emphasis on the time period in which he created *Marriage of Figaro*. Examine contemporary musical and political history. Listen to and discuss specific excerpts from the opera including the awesome overture, arias, duets, ensembles from a variety of characters and musical forms as well as other opera elements. You may register for the presentation, the tour or both.

4478 CMSC 32-021
Wednesday, October 21, 9-11 a.m.
1 Session
Southlake Campus, Room R004
$19 I. Mikolajczyk
NEW! MAGNIFICENT CHICAGO AUTUMN AFTERNOON
Indulge in a relaxed autumn trip to downtown Chicago. Sit back and enjoy door-to-door service in a comfortable motor coach. Enjoy the luxuries that downtown and Michigan Avenue have to offer. You may even want to start Christmas shopping. Shop at your own pace, eat what and when you please and then enjoy a relaxing ride home.

Tour Information
Tours will leave from the location or locations specified under each description. Some tours will have more than one pickup site and time. Plan to arrive 15 minutes before the departure time for your tour. An effort is made to conduct all tours as described. Substitutions may be necessary when situations arise that are beyond our control. Cancellations for tours may be made up to seven business days before the tour. After that no refund is possible.

50

NEW! CREATING COLORFUL CHARACTERS
Whether the characters in your writing are biographical or fictional, learn to transform flat characters into lively, vivid, memorable people. Learn how to give the skeleton of your characters muscle, heart, a mind and soul. Build multifaceted characters for your novel or memoir in this class, which incorporates lecture, discussion and multiple writing activities. Previous students are welcome to repeat this class for further insight into character development.

4579 CWRT 62-001
Thursday, November 10, 6-9 p.m.
1 Session
Grayslake Campus, Room T334
$39 S. Engstrom

NEW! HOLIDAY WRITING WORKSHOP
This holiday season create a unique gift that will be treasured for years to come. This festive class will incorporate stream of consciousness techniques to free your inner writer and the holiday ink will flow! Have fun creating and sharing your writing with others as we inspire each other to write a heartwarming piece to share with friends and family. A $5 per person supply fee is payable to the instructor. Students 14-17 may register and attend with a registered parent or other authorized adult. Call (847) 543-2615 for more information.

4614 CWRT 14-021
Saturday
November 21, 9 a.m. to 1 p.m.
1 Session
Southlake Campus, Room V232
$49 L. Ehrke

WANT TO LEARN AT HOME ON YOUR OWN?

WRITING FOR CHILDREN - ONLINE
Join author and writing mentor Steve Alcorn and discover what you need to know to write for children. If you’re a beginning writer, this course will help you transform your book idea into a finished product that could potentially land in the hands of an editor or agent. And if you’re already a successful writer, this course will help you explore new opportunities and markets for your work.

Register for an ed2go instructor-led or self-paced Online course. Turn to page 33 for more information. Or visit www.ed2go.com/clc.
ACT Prep (Grades 10-12)

Begin preparing now for that all-important ACT test. Using the new Barron’s ACT textbook by Brian Stewart as a guide, learn to identify deficiencies in content areas in which you need further study and how to pull out critical information relevant to the test. Perform warm-up drills that will maximize the effectiveness of practice exercises and equip you to identify the basics for each test section. Complete practice exercises to help choose the best answers and avoid common mistakes. Bring a pen, a highlighter, your school planner and a new (not used) ACT textbook to the first class. This class does not offer the actual ACT exam but will prepare you for the ACT test. Recommended for students who are entering their junior year of high school or younger students who have had high school algebra and geometry. Be prepared to be fully engaged and do at-home practice exercises in preparation for subsequent class meetings. Upcoming ACT test dates are October 24 and December 12, 2015.

4648 CEXP 50-001
Saturdays, September 12 to October 17
9 a.m. to 12 p.m.
6 Sessions
Grayslake Campus, Room T323
$225 D. Zegar

4649 CEXP 50-021
Saturdays, October 24 to December 5
(No class November 28)
9 a.m. to 12 p.m.
6 Sessions
Southlake Campus, Room V222
$225 R. Boyd
Explore: Engineering

INTRODUCTION TO AUTOCAD
(GRADES 6-9)
Join licensed civil engineer and CLC credit instructor Karen Schweiss for an introduction to the fundamental features and commands of AutoCAD, an electronic drafting software. Use this electronic design tool to draw new objects. Topics include: basic drawing and editing commands, understanding and creating layers, dimensioning and plotting. Bring your own flash drive to class. Returning students or those familiar with the basics of AutoCAD are welcome to enroll for more independent work and exploration.

4484 CSCC 3-001
Saturdays, October 3-24, 9-11 a.m.
4 Sessions
Grayslake Campus, Room T127
$99 K. Schweiss

Explore: Math

CONQUERING WORD, VISUAL AND LOGIC MATH PROBLEMS (GRADES 4-8)
Join popular math instructor Rich Rollo and start the semester with new strategies for solving those tough word, visual and logic math problems. The required book is Mr. Rollo’s Number Cross Puzzles, which may be purchased in class.

4613 CEXP 74-021
Saturdays, September 19 to October 10
9-11 a.m.
4 Sessions
Southlake Campus, Room V222
$99 R. Rollo

Explore: Video Game Making Online

ONLINE VIDEO GAME MAKER 101: PERILOUS PYRAMID
Learn how to design and modify your own exciting arcade-style video games. Learn how to control characters, objects and outcomes in your game, then increase the difficulty level and add more features. Graphics design and graphics animation topics will also be covered. The self-paced class is available online for 49 consecutive days from your first login. Check system requirements at http://tinyurl.com/a9cy8tg. Call (847) 543-2022 or email CPEInfo@clcillinois.edu to confirm your contact information so we can email your voucher number for class access. Students 14-17 may register for this class through the Explore program. Call (847) 543-2615 for more information.

4485 CCMP 92-801
September 14 to November 1
Online, 24/7
$179 All About Learning

ONLINE VIDEO GAME MAKER 2: INVADER!
Learn how to design and modify exciting arcade-style games including soccer, a Breakout-style game, Alien Invader and a secret game at the end of the class! Control characters and outcomes, increase the difficulty level and add more features. Graphic design and animation, sprites, objects, room creation, instances and bonus levels will be covered. This self-paced class is available online for 49 consecutive days from your first login. Call (847) 543-2022 or email CPEInfo@clcillinois.edu to confirm your contact information so we can email your voucher number for class access. Students 14-17 may register for this class through the Explore program. Call (847) 543-2615 for more information.

4486 CCMP 93-801
October 26 to December 13
Online, 24/7
$179 All About Learning
The Arts
• Drawing for the Absolute Beginner
• Introduction to Guitar
• Music Made Easy

Computers
• Keyboarding
• Microsoft Office Courses

Computers – Web Savvy
• Creating Web Pages
• Designing Effective Websites
• Web 2.0 Fundamentals

Math
• Introduction to Algebra
• Math Refresher

Science
• Human Anatomy and Physiology I and II
• Introduction to Biology
• Introduction to Chemistry

Test Preparation
• Prepare for the GED® Math Test
• Prepare for the GED® Test
• SAT/ACT Preparation – Part 1 and Part 2

Writing
• Beginner’s Guide to Getting Published
• Grammar Refresher and Editing Classes
• Introduction to Internet Writing Markets
• Introduction to Journaling
• Introduction to Screenwriting
• The Pleasures of Poetry
• Romance Writing

Visit www.ed2go.com/clc for a complete course list.

Classes begin September 16, October 14, November 11 and December 9.

Classes start as low as $115.
Explore Classes Fall 2015
Youth Registration Form

Instructions: Register early. Complete the information below and sign the Parental Approval portion. Information is protected under FERPA and remains confidential.

Mail or fax the completed form.
FAX to (847) 543-3061
MAIL to Office of Admissions and Records
Attn: Youth Program, College of Lake County
19351 West Washington Street, Grayslake, IL 60030-1198

Student Information (Required—please print clearly)

Last Name                                                First Name                                 Initial

Date of Birth       /       /       Gender: ❑ Male    ❑ Female

Preferred Email Address (required for class confirmation)

Address

City State Zip

Primary Phone (__________) — _______________________

School _______________________________________ Current Grade _______

Parental Approval (Required)/Payment Information
I accept financial responsibility for class fees and I understand that fees are due after the registration form is processed. I agree to provide payment to the College of Lake County within 10 business days of registration. Payment can be made in person or by phone at the CLC cashier’s office (847) 543-2085. For my protection, I will not include payment with this form.

Cancellation Policy: If my child cannot attend, I will submit the required withdrawal form to the Center for Personal Enrichment at CPEinfo@clcillinois.edu at least five business days prior to the class start date. I have read and understand the parental approval and cancellation policy. I understand that the withdrawal form is available at www.clcillinois.edu/youth.

Parent / Guardian Signature

Date

❑ Father    ❑ Mother    ❑ Legal Guardian

Where did you hear about us?

________________________________________________________

________________________________________________________

Need registration assistance?
Call Center for Personal Enrichment (847) 543-2615 or e-mail CPEinfo@clcillinois.edu. Visit www.clcillinois.edu/youth for class listings, scholarship information and withdrawal forms.

Parental Approval (Required)/Payment Information
I accept financial responsibility for class fees and I understand that fees are due after the registration form is processed. I agree to provide payment to the College of Lake County within 10 business days of registration. Payment can be made in person or by phone at the CLC cashier’s office (847) 543-2085. For my protection, I will not include payment with this form.

Cancellation Policy: If my child cannot attend, I will submit the required withdrawal form to the Center for Personal Enrichment at CPEinfo@clcillinois.edu at least five business days prior to the class start date. I have read and understand the parental approval and cancellation policy. I understand that the withdrawal form is available at www.clcillinois.edu/youth.

Parent / Guardian Signature

Date

❑ Father    ❑ Mother    ❑ Legal Guardian

Where did you hear about us?

________________________________________________________

________________________________________________________

Clery Act
The College of Lake County is committed to maintaining a safe and secure educational environment. For more information, see page 24. This report is available on the CLC Police Department website at www.clcillinois.edu/clery.

Course Number (i.e. 4886) | Course Title and Course No. (e.g. CEXP 40-001) | Cost

Please allow at least five business days to process this registration. TOTAL

OFFICE USE ONLY: CLC ID___________________ Hold ______________ Date Registered _____________ Comments: _________________________

DATE SENT TO ADMISSIONS: _____________________________________ by (Initials) ______________

DIVISION: Late Registration Approved: ____________________________ Section Change from/to ____________________________
Discovery: Programs for Adults 50+

Short-term classes and tours are offered in a variety of topics in a relaxed atmosphere with other interested adults presented by knowledgeable instructors and guides.

This program is specially designed to fit your schedule and lifestyle!

Discovery: Film

The Law on Screen: Justice Served Cold

Our first series on courtroom trials went so well we’re trying four more. The jury will be out as Henry Fonda fights a lynch mob, Humphrey Bogart looks for strawberries and Australians arrange a firing squad. When this series holds court for the second time, you’ll be the judge of whether justice prevailed at the box office.

4511 CDIS 5-001
Mondays, October 5-26, 1-3:30 p.m.
4 Sessions
Southlake Campus, Room R024
$75 J. Kupetz

Tracking Spencer Tracy

Spencer Tracy made some 75 films before he died in 1967. This series will look at four of the movies that show why Tracy ranks among the most respected actors in screen history. To examine this brilliant and bedeviled actor, students will see Tracy dodge a lynch mob, beat up Ernest Borgnine and—of course—make out with Katharine Hepburn.

4512 CDIS 7-001
Mondays, November 16-December 7
1-3:30 p.m.
4 Sessions
Southlake Campus, Room R024
$75 J. Kupetz

Discovery: Current Events

Illinois’ Financial Crisis

Illinois faces bankruptcy. For over a decade, our state has approved fallacious budgets and now we must face the consequences—all of which are unpleasant. This will not be an exercise in finger pointing but rather an analysis of what happened and then what our real choices are.

4513 CDIS 60-001
Saturdays, September 12-19
10 a.m. to 12 p.m.
2 Sessions
Southlake Campus, Room R024
$35 G. Midkiff
Discovery: History

PRESIDENTIAL HISTORIES — RECONSIDERING THE LEGACIES
Presidential maven and professional historian Barry Bradford leads a thought-provoking class that takes a second look at the legacy of four controversial presidents. Some presidents leave office despised but look better as years go by; others see their popularity wane. Each week will offer an insightful analysis of a different presidency.

4514 CDIS 61-001
Mondays, October 12-November 2
7-8:30 p.m.
4 Sessions
Southlake Campus, Room R024
$75  B. Bradford

BUILDING THE TRANSCONTINENTAL RAILROAD
The tale of how the Union Pacific Railroad and the Central Pacific Railroad linked east and west is a tale of risk, courage, genius and swindle: risk and courage from the men cutting through granite mountains and crossing alkaline deserts; and genius and swindle from the railroad directors, who found a way to make a bundle even if not a single train ever ran. The story of the railroad’s construction and the transformation that followed is an unforgettable one.

4515 CDIS 63-001
Monday, November 9, 1-3 p.m.
1 Session
Southlake Campus, Room R024
$19  J. Haworth

ANDREW JOHNSON, ACCIDENTAL PRESIDENT
If John Wilkes Booth had had his way, Andrew Johnson, Abraham Lincoln’s vice president, would have been murdered on the same night as Lincoln. But Johnson survived, and the task of guiding the nation through the difficult years right after the Civil War fell to him: a drunken and unsophisticated man, not up to the job of president. His administration reveals the wounds and deep tensions that existed in America following the Civil War.

4516 CDIS 65-001
Monday, November 16, 9:30-11:30 a.m.
1 Session
Southlake Campus, Room R024
$19  J. Haworth

25 YEARS INTO THE GERMAN UNIFICATION: INSIGHTS AND PERSPECTIVES
This October the Germans will celebrate the 25th anniversary of their unification. Join German Historian Anette Isaacs for a fascinating discussion of how Europe’s most populous nation overcame the challenges of bringing two very different countries together. We will also focus on how the 16 million East Germans dealt with the tremendous transformation processes that the unification brought to them.

4517 CDIS 66-001
Thursdays, October 22-29, 1-3 p.m.
2 Sessions
Southlake Campus, Room R024
$45  A. Isaacs

THE RICHEST AMERICANS — PART 2
By popular demand, master storyteller Barry Bradford returns with an all new class on the lives of the richest Americans of all time! From robber barons to tech millionaires, these stories are filled with characters who are charismatic, complex and controversial. Learn the secrets behind some of the greatest fortunes of all time.

4518 CDIS 67-001
Mondays, November 16 to December 7
7-8:30 p.m.
4 Sessions
Southlake Campus, Room R024
$75  B. Bradford
COURTROOM DRAMA – GREAT AMERICAN TRIALS
Our always popular Monday night classes are back! In this exciting new class, historian Barry Bradford will unravel the mystery behind four of the most famous and controversial murder cases of all time. Each week we will examine the case and learn what light modern forensics and analysis can shine on the verdict.

4528 CDIS 74-001
Mondays, September 14 to October 5
7-8:30 p.m.
4 Sessions
Southlake Campus, Room R024
$75  B. Bradford

THE LIFE AND TIMES OF LIZZIE BORDEN
What do Lizzie Borden and O.J. Simpson have in common? We will review her life and the evidence of her case and find out. We will then render our 21st century verdict on who really killed her parents!

4526 CDIS 69-001
Wednesday, October 21, 1-3 p.m.
1 Session
Southlake Campus, Room R024
$19  H. Olson

THERE’S NO SUCH THING AS FREE SPEECH
Brigitte Bardot on trial, cartoonists targeted, campus trigger warnings and speech codes. Free speech is a relatively new idea. After a brief look at the history of the concept, we will address the legal and social limits on free speech in the U.S. and around the world.

4653 CDIS 62-001
Wednesday, October 7, 1-3 p.m.
1 Session
Southlake Campus, Room R024
$19  W. Clugston

VICTORIA WOODHULL AND BELVA LOCKWOOD: THE WOMEN WHO RAN FOR PRESIDENT
Primarily biographies of the first two women to run for president, we will also look briefly at every major-party female candidate. Victoria Woodhull was nominated by the Equal Rights Party with Frederick Douglass as her vice president, but she was too young to qualify for electoral votes. Belva Lockwood, who was also the first woman admitted to practice before the Supreme Court, was the first woman to run who was fully qualified.

4654 CDIS 64-001
Tuesday, September 29, 1-3 p.m.
1 Session
Southlake Campus, Room R024
$19  W. Clugston

JOHN KENNEDY – THE CUBAN MISSILE CRISIS AND CIVIL RIGHTS
President Kennedy was assassinated over 50 years ago, but we still remember his charisma and deep impact on our nation. This two-part series will examine his role in relationship to two important issues—one international and one domestic. Gain a deeper appreciation of his political skill, finding a constructive path between violently opposed points of view.

4655 CDIS 68-001
Saturdays, October 3-10
10 a.m. to 12 p.m.
2 Sessions
Southlake Campus, Room R024
$35  G. Midkiff

THE SALEM WITCH TRIALS
In 1692, four pre-teen girls began having bizarre and disturbing fits. They claimed that witches in the community were persecuting them. What followed was the execution of 20 people, community hysteria and repentance and ultimately, a stain that has never fully left our nation. This tells the story of one of the strangest and most painful episodes in 17th-century history.

4656 CDIS 70-001
Friday, October 30, 1-3 p.m.
1 Session
Southlake Campus, Room R024
$19  J. Hawort

INFORMATION: (847) 543.2615
www.clcillinois.edu/personalenrichment
GERMANY AND ISRAEL –
50 YEARS OF AN UNLIKELY FRIENDSHIP
It is quite obvious that throughout the last seven decades, Israel and Germany have been connected through the Holocaust and its aftermath. What at first glance seems to be a rather unlikely relationship has evolved over time into a blossoming friendship and successful economic bond. Join German Historian Anette Isaacs for fascinating insights into this special relationship, which will include a screening followed by a discussion of the compelling Israeli-German movie Walk on Water.

4658 CDIS 73-001
Tuesdays, November 10-17, 1-3 p.m.
2 Sessions
Southlake Campus, Room R024
$45 A. Isaacs

LOOKING BACK, LOOKING AHEAD –
TOP NEWS STORIES OF 2015
AND PREDICTIONS FOR 2016
This is one of the most popular and eagerly awaited programs every year. Barry Bradford will summarize the top 10 news stories of 2015 and boldly predict what will be the top news stories of 2016! He’ll also grade himself on how well he predicted this year.

4659 CDIS 75-001
Monday, December 14, 7-8:30 p.m.
1 Session
Southlake Campus, Room R024
$19 B. Bradford

CIVIL WAR PROFILES – JOSHUA
LAWRENCE CHAMBERLAIN AND
STONEWALL JACKSON
Neither of them sought glory but both of them achieved immortality: a liberal arts college professor and a deeply religious military college instructor. One the hero of Gettysburg and the other the hero of Chancellorsville.

4657 CDIS 72-001
Saturdays, November 7-14
10 a.m. to 12 p.m.
2 Sessions
Southlake Campus, Room R024
$35 G. Midkiff

A LONG TIME AGO: THE HISTORY
OF STAR WARS THROUGH NEWSPAPERS
There has never been a cultural phenomenon like Star Wars. When the movie premiered on May 25, 1977, it reshaped not only expectations about what cinema could deliver but also the imaginations of the nation and world. There has not been an area of society untouched by its influence—from politics to entertainment. Much of that influence was cataloged in newspapers during the 1970s. Join CLC sociology professors Maria Jose Tenuto and John Tenuto as they share their research from over 2,000 newspaper articles charting the very earliest mentions of Star Wars and exploring, in depth, how the culture reacted and was influenced by Star Wars from 1977 until 1980. Through stories, forgotten trivia and rare photographs, this presentation is a fun and fascinating sociological look at the world’s newest mythology—Star Wars.

4660 CDIS 85-001
Saturday, September 26
10 a.m. to 12 p.m.
1 Session
Southlake Campus, Room R024
$35 J. Tenuto

CONTROVERSIES IN RELIGION
Rabbi Rami Shapiro, a popular author who often debates the status quo, recently wrote an article questioning the usual thinking about religion. For example: “Prayer doesn’t work the way you think it does,” “Anything you claim to know about God is a product of your imagination” and “Religious terrorists are no less religious for being terrorists.” Explore Rami Shapiro’s 14 statements—agreeing with some, disputing others, but always savoring the challenge Rabbi Rami sets before us.

4529 CDIS 76-001
Tuesdays, October 6-13, 1-3 p.m.
2 Sessions
Southlake Campus, Room R024
$35 J. Leitner

DISCOVERY: SOCIOLOGY
DISCOVERY: WORLD RELIGIONS
Steps to Apply, Register and Pay

1. Apply for Admission
   - New students and students who have not attended classes in several years must submit a Student Admission Form in one of two ways:
     INTERNET: www.clcillinois.edu/applyconted
     IN PERSON: At the Admissions and Records Office, Building E on the Grayslake Campus

2. Obtain CLC ID Number and Create myLogin
   - Allow two working days to process your admission form. You will receive your CLC student ID number in the mail or by email if you provided one on your admission form.
   - With your CLC ID Number go to www.clcillinois.edu/newlogin to create your login for the my CLC Student Portal. Follow the prompts to complete the process.

3. Register for Classes by Internet at www.clcillinois.edu/register
   - Click on myCLC student portal
   - Click on “Search for Classes”
   - Specify the semester and then a subject, to view the classes available
   - When you find a specific open class section you want, click “Select Class” to add to your Shopping Cart.
   - Click on “Shopping Cart” check the box next to your selected class and click “Enroll.”
   - When you add or drop a class, check for a ‘success’ or ‘error’ message.

4. Where and when to Register In Person
   On-site Registration Hours
   Monday-Thursday 8 a.m. to 8 p.m., Fridays 8 a.m. to 4 p.m.
   Online Registration is available 24/7
   • Grayslake Campus – 19351 West Washington Street, Grayslake
   • Lakeshore Campus – 111 North Genesee Street, Waukegan
   • Southlake Campus – 1120 South Milwaukee Avenue, Vernon Hills

5. Pay Tuition and Fees
   - Payment of tuition and fees is required prior to the start date of your class regardless of the registration date.
   - Login to myStudentCenter select view, pay or set up an installment payment plan.
   - Students will not be dropped from continuing education classes for nonpayment.
   - It is your responsibility to formally withdraw within the refund period or you will be obligated to pay.
   Note: Financial aid is not available for continuing education classes.

6. Billing and Financial Obligation
   - Paper billing statements will no longer be mailed. Email notifications will be sent to your student email once your statement is ready to view on your myCLC Self-Service. It is the students’ responsibility to meet their payment deadlines. Payment is due prior to the first day of class regardless of when the student enrolled in the class.
   - Financial Obligation: Students must officially withdraw by the refund dates listed in the class schedule to cancel their financial obligation. To locate your refund deadline(s), sign onto myCLC and click on the academic calendar deadlines icon next to the class within your term schedule under Academics.

Withdrawals
   - Students who do not plan to complete an enrolled class are responsible for officially dropping the class online. Tuition and fee refunds will be issued to eligible students based upon the effective date of withdrawal, which is recorded in the system at the time the student drops the class.
   - Students who stop attending class, but do not officially drop, will remain responsible for all tuition/fees for the class. It is not sufficient to tell an instructor or counselor that you want to drop a class. You must complete the drop/withdrawal action yourself. The official deadline for dropping or for withdrawing are defined individually for each class.
   - Students who withdraw from certificate programs or series offered by Continuing Professional Development prior to the first day of class will receive a 100 percent refund. Refunds for withdrawals after the first day of class will be applied by CPD minus the cost of any materials consumed or returned in less than new condition.

Refund Schedule
   - To check the deadline dates, log on to myCLC and choose “My Class Schedule.” When your schedule appears, click on the calendar icon next to the class and the deadline dates will be displayed.
   - If you are not sure of the deadlines, please check with the Office of Admissions and Records at (847) 543-2061.
   - Semester-long classes:
     Withdrawal on or before start of class = 100 percent refund
     Withdrawal before 15 percent of class time passes = 100 percent refund
     Withdrawal after 15 percent of class days pass = no refund
   - One-day and “Series” Classes:
     Withdrawal the day before class = 100 percent refund
     Withdrawal on or after day of class = no refund

For more information about payments, call (847) 543-2085.

We're going paperless! CLC paper tuition bill are being replaces by e-bills.

Senior Citizens
The classes in this schedule are offered though the continuing education department and are intended for personal enrichment and/or career development. All in-district residents who are 65 of age or older at the time of registration may enroll in vocational credit courses offered by continuing education at one-half the regular tuition rate, with all other fees remaining unchanged. The senior citizen tuition waiver does not apply to Continuing Education/Personal Enrichment classes.

This report is available on the CLC Police Department website at www.clcillinois.edu/clery. If you would like a printed booklet containing this information, please contact the CLC Police Department at 19351 W. Washington St., Room A151, Grayslake, IL 60030 or by phone at (847) 543-2081.

College of Lake County is a Smoke-Free Campus.

CLERY ACT
The College of Lake County is committed to maintaining a safe and secure educational environment. Each year prior to October 1, the College publishes its Annual Security Report. This report contains information regarding campus security, personal safety including topics such as, crime prevention, college police law enforcement authority, crime reporting policies, crime statistics for the most recent three year period and disciplinary procedures.
Save lives with defensive driving

**Judicial Services** offers opportunities to improve your future and the future of your community through courses, workshops and volunteer opportunities.

Partnering with the 19th Judicial Circuit Court for over 20 years, Judicial Services offers the National Safety Council’s award-winning Defensive Driving Courses including the “Alive at 25” program.

Distracted driving is on the rise. Motorists of all levels can benefit from learning defensive driving skills. Register for a course today.

[www.clcillinois.edu/judicial](http://www.clcillinois.edu/judicial)

(847) 543-2185 (courses)

(847) 543-2100 (volunteering)

judicialservices@clcillinois.edu

“I just missed being killed by about three seconds.”

– Christine Burke praising CLC’s defensive driving course.

Christine Burke of Lake Barrington enrolled in our Defensive Driving Course. While driving less than a week later, she used a lesson from the course to narrowly avoid getting smashed broadside by a car that ran a red light.

Burke said that she hesitated at the intersection, recalling a tip she learned in the defensive driving course called “delayed acceleration” waiting two or three seconds before entering an intersection if yours is the first car there. She credits this decision with saving her life.
**Invest in your team**

**Client Solutions**

Bring powerful, results-driven training and consulting programs to your organization and show your employees that you’re serious about their futures and professional growth. Empower your team and achieve organizational goals and objectives through customized training delivered by Client Solutions.

Client Solutions also offers national training options through Global Corporate College (GCC). As one of the founding members of the GCC, the College of Lake County offers corporations the delivery of consistent training across multiple locations – nationwide and worldwide.

“One of the best places to invest in your career is right here, at the College of Lake County. Beyond the expert insights you’ll get from the instructors, there’s also great networking with people from some of the best companies in the area. Invest in your career for less money and minimal time away.”

— Andy Kaufman, speaker, author, executive coach and president of Institute for Leadership Excellence and Development, Inc.
EXPLORE the College of Lake County:
Training, consulting and cutting-edge courses for businesses, professionals and the community

Courses

Italian-Style Flair Cooking
Through demonstration and hands-on participation, learn to make classic Italian dishes. Details on page 39.

Beginning Glassblowing
Learn the secrets of the art of glassblowing in this class for beginners with little or experience. Details on page 38.

Social Media Essentials
Businesses count on talented staff to engage in social media. This class covers the fundamental steps to reach customers and generate revenue using social media. Details on page 10.

Running for Local Office
Make a positive difference in your community and let your voice be heard. Launching a campaign can be an expensive endeavor. Enrolling in this course may be your best investment for getting your campaign off and running effectively. Course details on page 24.

Training

Customized Solutions
Does your company have a unique training need? Client Solutions brings powerful, results-driven training to your organization. Visit www.clcillinois.edu/solutions or call (847) 543-2615 to learn more.

Community Awareness
Distracted driving is on the rise. Motorists of all levels can benefit from learning defensive driving skills. Judicial Services offers training in partnership with the 19th Judicial Circuit Court. Turn to page 60 for information.
Classes for the Whole Family

Connect with your family while learning together. These classes are designed for youth and adults to learn side-by-side. Fall classes include:

- America’s Boating Course
- American Sign Language Levels I and II
- Asian Flair Cooking
- Be an Image Maker, Not a Picture Taker
- Beginner Sewing
- Beginning Glassblowing
- Beginning with a Digital Camera
- Conversational Italian I and II
- Conversational Spanish I and II
- Designing Your Photographs
- Glassblowing Paperweight Class
- Holiday Writing Workshop
- Introduction to Fine Art Photography
- Italian Flair Cooking
- Online Video Game Maker I and II
- Organize and Enhance Your Wardrobe and Image

For registration information, call (847) 543-2615, email CPEInfo@clcillinois.edu or visit www.clcillinois.edu/personalenrichment/familyfriendly.

Services

Small Business Owners

Explore business solutions and training and find new opportunities for your business to start, grow and succeed. Whether you’re starting a new business, positioning your company for growth or seeking to expand globally, the Illinois Small Business Development and International Trade Center can guide you to success. Turn to page 34 for information.
Communities of Excellence is coming to Lake County!

Communities of Excellence, a public sector professional development series, is coming to Lake County! This initiative provides leading-edge training on the skills and topics required for public sector employees to grow professionally, to contribute to their organization and to cope with change in government.

Visit www.clcillinois.edu/professional for the complete series details and course dates.

Save this schedule through December 2016