For 10 years, College 4 Kids has provided fun and memorable learning experiences. Discover C4K and hundreds of continuing education course offerings inside.

Online Registration begins Thursday, March 26, 2015, 8 AM
On-Campus Registration begins Monday, April 6, 2015, 8 AM
Our classes are stimulating, conveniently scheduled, and taught by experts in the field. Our goal is to provide you with job skills, professional development, and opportunities for personal growth. Explore the hundreds of course offerings for job seekers, professionals…even kids!

I AM C4K, LEARN, PLAY AND CREATE!

Ben Valin, a C4K student from 2005-2008, is a recent graduate of Macomb’s Certified Fitness Trainer program.

Emily Valin took C4K classes in 2005-2008, and is a recent graduate of Macomb's Media and Communication Arts program in graphic design.

Tate Vineyard, who took C4K classes in 2005-2007, now attends Michigan Technological University and is studying computer engineering.

Erik Lafferty’s C4K classes in 2009-2010 helped propel him into entertainment; he’s now working at Walt Disney World.

Macomb Community College’s C4K: College for Kids, has been serving students for 10 years, providing educational opportunities and a college campus connection. Through their own personal achievement, C4K students learn and succeed.

Parents and children, join us at our special event:
I am C4K, Learn, Play and Create!

May 30, 2015 from 10am–1pm K Building South Campus, 12 Mile Rd & Hayes
Register today at www.macomb.edu/c4k
2 EASY WAYS TO REGISTER FOR CLASSES

1) Online: Go to www.macomb.edu. New students click on Business and Community; click on Register for Continuing Education Classes. Returning students click on My Macomb (see page 28 for more information).

2) Walk in: Open Monday and Tuesday 8AM-6PM (Closed Monday, May 25). Open Wednesday to Friday 8AM-4:30PM (Closed Friday, July 3).

South Campus, G Bldg, Rm. 301; Center Campus, G Bldg, Rm. 110. For registration assistance, call 586.445.7999.
Complete an associate degree or the first two years of your bachelor’s degree at one-quarter the cost of a Michigan public university.

That’s a savings of $15,000!

ACADEMIC AREAS OF STUDY

DEGREE & CERTIFICATE PROGRAMS

For more information go to www.macomb.edu or call 866.Macomb1 (866.622.6621)

• Accounting
• Applied Technology & Apprenticeship
• Architectural Technology–Architectural Commercial Design
• Architectural Technology–Civil Construction
• Automated Systems Technology–Mechatronics
• Automotive Technology
• Behavioral Sciences
• Biological Sciences
• Business Management
• Chemistry
• Civil Technology
• Climate Control Technology
• Computer Service Technology
• Construction Technology
• Construction Technology–Renewable Energy Specialist
• Culinary Arts
• Customer Energy Specialist
• Education: Early Childhood Studies
• Education: K–12 Education
• Electronic Engineering Technology
• Emergency Medical Services–Emergency Medical Technician–Paramedic
• Emergency Medical Services–Paramedic/Firefighter
• Entrepreneurship–Innovation
• Entrepreneurship–Small Business
• Finance
• Fire Science
• Fire Science with Fire Academy
• General Business
• Health Information Technology
• Homeland Security
• Hospitality Management
• Information Technology–Applications Professional
• Information Technology–IT Professional
• Information Technology–Networking Specialist–Cisco Network Professional
• Information Technology–Networking Specialist–Microsoft Enterprise Administrator
• Information Technology–Networking Specialist–Network Security Professional
• Information Technology–Programming
• Information Technology–Programming for Electronic Games
• Information Technology–Website Programming
• International & Global Studies: Europe
• International & Global Studies: Global Business Fundamentals
• International & Global Studies: Global Communication & Understanding
• International & Global Studies: Modern Language & Culture–Asia
• International & Global Studies: Modern Language & Culture–Europe
• International & Global Studies: Modern Language & Culture–Latin America
• International & Global Studies: Speech (Intercultural Communication)
• Land Surveying Technology–Field Technician
• Land Surveying Technology–Office Technician
• Law Enforcement
• Law Enforcement with Police Academy
• Legal Assistant
• Manufacturing Engineering
• Manufacturing Engineering Technology
• Marketing
• Mathematics
• Media & Communication Arts–3D Animation
• Media & Communication Arts–Collaborative Media
• Media & Communication Arts–Creative Imaging & Illustration
• Media & Communication Arts–Design & Layout
• Media & Communication Arts–Interactive Web Media
• Media & Communication Arts–Photographic Technologies
• Media & Communication Arts–Video Production
• Medical Assistant
• Molecular Biotechnology
• Music Performance
• Nursing
• Occupational Therapy Assistant
• Pastry Arts
• Physical Therapist Assistant
• Pre-Engineering
• Pre-Medical Studies
• Pre-Social Work
• Product Development
• Radiologic Technology
• Reciprocal Programs
• Renewable Energy Technology
• Respiratory Therapy
• Restaurant Management
• Speech Communication Arts–Intercultural/Interpersonal Communication
• Speech Communication Arts–Mass Media
• Speech Communication Arts–Presentation
• Speech Communication Arts–Public Relations
• Surgical Technology
• Veterinary Technician
• Web Specialist
CAREER WORKSHOPS

Learn about the exciting and in-demand classes and programs offered by Workforce & Continuing Education at Macomb Community College. Learn more about the career options that await you!

Career Workshop: Health   WKSP-8000
An interactive workshop that explores various health careers. This workshop is mandatory for those interested in the Nursing Assistant, Certified Professional Coder, and Patient Access and Accounting programs.

Career Workshop: Court Reporting   WKSP-8003
Anyone interested in becoming a court reporter must attend this mandatory meeting. Program details will be discussed.

Career Workshop: Personal Fitness Trainer   WKSP-8006
An interactive workshop to explore a career as a Personal Fitness Trainer. This workshop is mandatory for those interested in the Certified Fitness Trainer FTNS-9000 course.

Career Workshop: Floral Design   WKSP-8008
An interactive workshop to explore a career in floral design. Meet the instructors and have your questions about the program answered.

Career Workshop: Jewelry   WKSP-8009
An interactive workshop to explore a career in the jewelry industry.

SMALL ENGINE REPAIR FOR TEENS AGES 14-17   AUTO-8034
This course offers students exposure to the various pieces of shop equipment/tools and details of small engine repair. It will focus on the servicing and repairing of two- and four-cycle engines. The class will service and repair mechanical, ignition, electrical, fuel, cooling, and starting systems. Disassembly, inspection for wear, assembly, and proper serviceability techniques using appropriate materials and proper check procedures for service/repair are stressed. (30 Contact Hours)

SMALL ENGINE REPAIR FOR TEENS AGES 14-17   KIDS-8190
This course offers students exposure to the various pieces of shop equipment/tools and details of small engine repair. It will focus on the servicing and repairing of two- and four-cycle engines. Hands-on activities will include disassembly, inspection for wear, assembly, and proper serviceability techniques using appropriate materials and proper check procedures for service/repair are stressed. (18 Contact Hours)

ADMINISTRATIVE ASSISTANT PROFESSIONAL

Skilled and professional administrative assistants are invaluable members of an organization. Learn how to gain a business edge with an online efficient office, improved communication skills, and stellar customer service. Use interactive exercises to practice new skills in a fun, high-energy environment. Earn the Administrative Assistant Professional Certificate by completing the following required courses: BSNS-8005, -8006, -8007, -8008A, and -8009.

Students may also earn the Administrative Assistant Professional with Workplace Computing Skills Certificate by taking the required classes described below along with CSFT-8080, -8081, -8082, and -8083. For information, contact the program coordinator at 586.498.4121 or continuinged@macomb.edu.

Overview of Administrative Assistant Profession   BSNS-8020
Organizations now recognize that administrative assistants perform a key role in any industry. Explore the administrative assistant profession and potential career opportunities in this growing field. Learn the steps to prepare for entry into this profession. (2 Contact Hours)

For questions about registration, call 586.445.7999
Professionalism for the Administrative Assistant  BSNS-8005
Discover the nine critical skills needed to become a successful administrative assistant. Explore workplace teams and effective team behavior. Understand the components of professionalism. Learn how to arrange effective meetings, travel, and much more. Text required. (12 Contact Hours)
32359 ....MW ............6/15/15-6/24/15 ...... 6:00 PM-8:55 PM .... $119 ..........CTR ..........H203 ................. Rogers, B.

Customer Service  BSNS-8006
Become a superior customer service representative. Examine customer interaction and the traits of top organizations. Explore ways to add value to every transaction along with the best practices used to create loyal, life-long customers. Text required. (12 Contact Hours)
32358 ....MW ............7/6/15-7/15/15 ...... 6:00 PM-8:55 PM .... $149 .........CTR ..........H213 ................. Pittman, L.

Communication for Administrative Assistants  BSNS-8007
Through interactive sessions, learn how to develop effective internal and external communication. Learn to easily interact at business meetings or with customers. Text required. (12 Contact Hours)

Organizing Skills  BSNS-8008A
Learn to be efficient and effective in the workplace. Includes time management, paper and electronic record keeping, timely follow-through, and maintenance of a clutter-free environment. Discover the correlation between work habits and productivity. Text required. (12 Contact Hours)

Bookkeeping for the Administrative Assistant  BSNS-8009
Learn accounting terminology and the purpose of financial statements. Explore original entry books and the general ledger. Discover how bookkeeping is a communication tool to users of the data. Text required. (9 Contact Hours)

C4K: COLLEGE FOR KIDS  CELEBRATING 10 YEARS!
Macomb Community College’s C4K: College for Kids provides educational opportunities and a ‘college campus connection’ for students ages 3 to 17. Through fun activities and enriching, memorable experiences, students learn and succeed through personal achievement. Partial scholarship opportunities may be available. Email C4K@macomb.edu for application.

Animal Fun, Ages 3-5  KIDS-8016A
Join us and learn how to safely handle and behave around animals. Explore the way animals live, learn and play. Participants will see and learn about dogs, cats, bunnies, and more. Explore animal body language, safety, care, feeding, grooming, exercise, and animal-related careers. Kids will get hands-on time learning how to interact with animals. Children must be accompanied by an adult. No fee for adult. (2 Contact Hours)

Animal Exploration, Ages 6-12  KIDS-8019B
Discover how to safely handle and behave around animals. Explore the way animals live, learn, and play. Participants will see and learn about dogs, cats, bunnies, and more. Explore animal body language, safety, care, feeding, grooming, and exercise. Kids will get hands-on time learning to interact with animals. Participants will also learn about several animal-related careers such as veterinarian, veterinary technician, and the veterinary assistant. (4 Contact Hours)

Pterodynamics: Dinosaur Dig, Ages 6-9  KIDS-8023
Discover the many different types of dinosaurs and their unique special traits as well as myths and misconceptions revolving around dinosaurs. Participate in a Dino-dig at the end of the course! (10 Contact Hours)

Manga - Storyboarding, Ages 9 & Up  KIDS-8033A
Young artists enjoy an in-depth encounter with Japanese-style comics called Manga (literally “comic” in Japanese). Students will learn how to properly create and lay out a comic along with basic Manga techniques and skills. (16 Contact Hours)

Parents and children, join us at:
I am C4K, Learn, Play and Create!
May 30, 2015 from 10am-1pm • K Building South Campus, 12 Mile Rd & Hayes
Register today at www.macomb.edu/c4k
Fencing for Kids, Ages 7–14  KIDS-8064
Fencing is a European martial sport that develops balance, coordination, leg strength, and analytical skill. This camp will focus on the basics of foil fencing. Children should wear comfortable workout clothes and court shoes. This program is designed to establish a strong foundation for new fencers. Footwork, blade actions and the conduct of a fencing bout will be part of this camp. All fencing equipment is provided. (15 Contact Hours)
32299 ....MTWThF ....7/13/15-7/17/15 .......9:00 AM-11:55 AM ....$200...$89 Over Dine ...OFF ....RENAISSANCE FENCING CLUB
32306 ....MTWThF ....7/20/15-7/24/15 .......9:00 AM-11:55 AM ....$200...$89 Over Dine ...OFF ....RENAISSANCE FENCING CLUB
32308 ....MTWThF ....7/27/15-8/01/15 .......9:00 AM-11:55 AM ....$200...$89 Over Dine ...OFF ....RENAISSANCE FENCING CLUB
32309 ....MTWThF ....8/10/15-8/14/15 .......9:00 AM-11:55 AM ....$200...$89 Over Dine ...OFF ....RENAISSANCE FENCING CLUB
32310 ....MTWThF ....8/17/15-8/21/15 .......9:00 AM-11:55 AM ....$200...$89 Over Dine ...OFF ....RENAISSANCE FENCING CLUB
32311 ....MTWThF ....8/24/15-8/28/15 .......9:00 AM-11:55 AM ....$200...$89 Over Dine ...OFF ....RENAISSANCE FENCING CLUB

CSI Training, Ages 9 & Up  KIDS-8089
For the aspiring Crime Scene Investigator. Learn the fundamentals of finger printing, testing fibers, footprints, and securing a crime scene by photographing and collecting evidence. See if you have what it takes to solve the mystery and become a top CSI. Sign up for one or all of the classes. (9 Contact Hours)
32386 ....MTWThF ....6/22/15-6/26/15 .......12:30 PM-3:25 PM PM ....$89.........SOU .........H216..................Corbett, T.
32388 ....MTWThF ....8/17/15-8/19/15 .......9:00 AM-11:55 AM ....$89.........SOU .........E210..................Corbett, T.

Dragons & Griffins & Orcs - Oh My! Ages 9 & Up  KIDS-8124
Come along on an adventure through the magical realm of mythical beasts and legendary creatures! Explore the mythological origins and present-day manifestation of all things mystical. Drawing and hand-modeling activities. (16 Contact Hours)

Video Game Making Ages 10 & Up  KIDS-8182A
This class will teach students how to design and modify their own arcade-style video games. They will learn how to control characters, objects, and outcomes in their games, then increase the difficulty level and add more features. They will also learn how to design their own versions of Pac-Man® and several other games. (15 Contact Hours)
32761 ....MTWThF ....7/6/15-7/10/15 .......9:00 AM-11:55 AM ....$159...........CTR ........H214.....GENIUS EDUCATION
32762 ....MTWThF ....8/3/15-8/7/15 .......1:00 PM-3:55 PM .......$159...........CTR ........H214.....GENIUS EDUCATION
32764 ....MTWThF ....8/3/15-8/7/15 .......9:00 AM-11:55 AM .......$159...........CTR ........H214.....GENIUS EDUCATION

Video Game Making “Invader”, Ages 10 & Up  KIDS-8184A
Learn how to design and modify your own exciting arcade-style games. Control characters and outcomes, then increase the difficulty level and add more features. You’ll create games including soccer, a Breakout®-style game, and Alien Invader® (plus a secret game at the end of the class). (15 Contact Hours)
32763 ....MTWThF ....7/6/15-7/10/15 .......1:00 PM-3:55 PM .......$159...........CTR ........H214.....GENIUS EDUCATION
32764 ....MTWThF ....8/3/15-8/7/15 .......9:00 AM-11:55 AM .......$159...........CTR ........H214.....GENIUS EDUCATION

Science Magic in My Kingdom, Ages 6–9  KIDS-8187
Dragon fire, alchemy, potions, astrology...discover the science of the Middle Ages as you explore the steps to becoming a knight and all the mysteries that unfold on your journey. (8 Contact Hours)
32392 ....Sa................5/2/15-5/16/15 ......9:00 AM-11:40 AM ....$89.........SOU ......E205..................Corbett, T.

Pullback Car Frenzy, Ages 6–9  KIDS-8188
Students become mini-engineers, challenged to design new vehicles utilizing pieces from supplied cars. The Pullback Car Frenzy course is designed to stimulate problem solving and creativity using new and innovative ideas. This course is jam-packed with science! Students will build numerous cars (ranging from 6 to 15 cars total) using a design pamphlet for each vehicle. Students KEEP each car they build! (15 Contact Hours)
32374 ....MTWThF ....6/22/15-6/26/15 .......9:00 AM-11:55 AM ....$169...........CTR ........H203.....GENIUS EDUCATION
32375 ....MTWThF ....7/20/15-7/24/15 .......9:00 AM-11:55 AM ....$169..........SOU ..........E213.....GENIUS EDUCATION

Pullback Car Frenzy, Ages 10 & Up  KIDS-8189
Students become mini-engineers, challenged to design new vehicles utilizing pieces from supplied cars. The Pullback Car Frenzy course is designed to stimulate problem solving and creativity using new and innovative ideas. This course is jam-packed with science! Students will build numerous cars (ranging from 6 to 15 cars total) using a design pamphlet for each vehicle. Students KEEP each car they build! (15 Contact Hours)
32376 ....MTWThF ....6/22/15-6/26/15 .......1:00 PM-3:55 PM .......$169...........CTR ........H203.................. Staff
32377 ....MTWThF ....7/20/15-7/24/15 .......1:00 PM-3:55 PM .......$169..........SOU ..........E213......... Staff

Small Engine Repair for Teens Ages 14-17  KIDS-8190
This course offers students exposure to the various pieces of shop equipment/tools and details of small engine repair. It will focus on the servicing and repairing of two- and four-cycle engines. Hands-on activities will include disassembly, inspection for wear, assembly, and proper serviceability techniques using appropriate materials and proper check procedures for service/repair are stressed. (16 Contact Hours)
32645 ....M ............6/15/15-7/20/15 .......6:00 PM-8:55 PM ....$239.........SOU ......M105 .................Houchen, E.
## Energy Makers! Ages 9-12  KIDS-8191
Alternative forms of energy will be realized as students build and race their very own fuel cell car when they pour water in and watch it separate into hydrogen and oxygen, forming a green fuel cell. Students will also build a wind turbine by balancing and unbalancing forces and friction; measure distance, time, speed, and weight; and discover much more LEGO® engineering fun! (15 Contact Hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Contact Hours</th>
<th>Start Date</th>
<th>Finish Date</th>
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</thead>
<tbody>
<tr>
<td>W270</td>
<td>Wind Turbine</td>
<td>15</td>
<td>7/20/15</td>
<td>7/24/15</td>
</tr>
</tbody>
</table>

## Marvelous Motorized Mechanisms, Ages 10–14  KIDS-8192
Students will investigate the principles of simple machines, mechanisms, and structures; experiment with balanced and unbalanced forces and friction; measure distance, time, speed, and weight; and discover much more LEGO® engineering fun! (15 Contact Hours)

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Contact Hours</th>
<th>Start Date</th>
<th>Finish Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>W422</td>
<td>Basics of Simple Machines</td>
<td>15</td>
<td>6/22/15</td>
<td>6/26/15</td>
</tr>
</tbody>
</table>

## We-Do® Wonders of Science and Technology, Ages 7–9  KIDS-8193
Discover LEGO® We-Do® through fun, hands-on activities as students learn to work with simple machines, gears, pulleys, levers, motion, and other Science, Technology, Engineering, and Math (STEM) focused projects. LEGO® kits are for classroom use. (15 Contact Hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Contact Hours</th>
<th>Start Date</th>
<th>Finish Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>W622</td>
<td>Wonders of Science and Technology</td>
<td>15</td>
<td>7/13/15</td>
<td>7/17/15</td>
</tr>
</tbody>
</table>

## Goldie Blox®: Engineering for Girls! Ages 4–10  KIDS-8194
Discover Goldie Blox® as you learn to build a spinning machine, parade float, and dunk tank. Develop spatial skills, engineering principles, and confidence in problem solving through a variety of design ideas and unlimited building possibilities. Goldie Blox®'s goal is to get students building by tapping into their strong verbal skills with stories and construction sets. Each student will take home all three sets of Goldie Blox® upon course completion for more engineering fun at home! (15 Contact Hours)

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Contact Hours</th>
<th>Start Date</th>
<th>Finish Date</th>
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</thead>
<tbody>
<tr>
<td>W608</td>
<td>Goldie Blox®: Engineering for Girls!</td>
<td>15</td>
<td>7/13/15</td>
<td>7/17/15</td>
</tr>
</tbody>
</table>

## LEGO® Robotics: EV3® the Next Generation  KIDS-8197
The next generation of LEGO® Mindstorms® robots enables students to build, program, and test solutions based on real-life robotics technology! EV3® uses a more powerful intelligent brick, increased memory, and other upgraded functions. EV3 Robots® are for class use. (20 Contact Hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Contact Hours</th>
<th>Start Date</th>
<th>Finish Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>W720</td>
<td>LEGO® Robotics: EV3® the Next Generation</td>
<td>20</td>
<td>6/29/15</td>
<td>7/3/15</td>
</tr>
</tbody>
</table>

## Construction Crew, Ages 10–12  KIDS-8200
Engineering concepts form the basis of our construction class as we deal with building design and architecture in addition to the basics of the building block structure and assembly. Emphasis on problem solving, troubleshooting, and teamwork/collaboration. Projects built in class will be taken home. (15 Contact Hours)

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<tr>
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<th>Contact Hours</th>
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<th>Finish Date</th>
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</thead>
<tbody>
<tr>
<td>W733</td>
<td>Construction Crew</td>
<td>15</td>
<td>7/13/15</td>
<td>7/17/15</td>
</tr>
</tbody>
</table>

## Farmland Fun, Ages 8–10  KIDS-8201
Discover agriculture and the business of a farm with a basic overview of historic, traditional, and modern small farm techniques, tools, methods, and machinery. Emphasis on problem solving, troubleshooting, and teamwork/collaboration. Projects built in class will be taken home. (15 Contact Hours)

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<th>Finish Date</th>
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<tbody>
<tr>
<td>W735</td>
<td>Farmland Fun</td>
<td>15</td>
<td>7/13/15</td>
<td>7/17/15</td>
</tr>
</tbody>
</table>

## Fire Brigade, Ages 10–12  KIDS-8202
What is a fire brigade? How does their work affect the earth science concepts of thermal energy and more? Discover fire safety topics while building various projects. Emphasis on problem solving, troubleshooting, and teamwork/collaboration. Projects built in class will be taken home. (15 Contact Hours)

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<th>Finish Date</th>
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<tbody>
<tr>
<td>W738</td>
<td>Fire Brigade</td>
<td>15</td>
<td>6/29/15</td>
<td>7/3/15</td>
</tr>
</tbody>
</table>

## Journey Into Space  KIDS-8203
Join us as we journey into space! Students will focus on space science topics including building planetary science and space exploration, and the class uses projects built in class to learn about real space vehicles and transport systems. Emphasis on problem solving, troubleshooting, and teamwork/collaboration. Projects built in class will be taken home. (15 Contact Hours)

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<tr>
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<th>Start Date</th>
<th>Finish Date</th>
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</thead>
<tbody>
<tr>
<td>W623</td>
<td>Journey Into Space</td>
<td>15</td>
<td>7/27/15</td>
<td>7/31/15</td>
</tr>
</tbody>
</table>

## Code Breakers, Ages 8–10  KIDS-8204
Calling all future coders, programmers, and designers! Learn the basics of coding languages like HTML, JavaScript, and CSS through a series of web projects and design challenges each day and be on your way to becoming the next tech star! Whether you want to be the next Mark Zuckerberg or the high school student who just made $1 million for programming in his bedroom, this course has the essentials you need to begin your journey. Projects will be available on a Black Rocket website to share with friends and family. Students will work in pairs or teams for most of the program. (15 Contact Hours)

<table>
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<tr>
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<th>Start Date</th>
<th>Finish Date</th>
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</thead>
<tbody>
<tr>
<td>W808</td>
<td>Code Breakers</td>
<td>15</td>
<td>6/29/15</td>
<td>7/3/15</td>
</tr>
</tbody>
</table>
Code Breakers, Ages 11–14  KIDS-8205
Calling all future coders, programmers, and designers! Learn the basics of coding languages like HTML, JavaScript, and CSS through a series of web projects and design challenges each day and be on your way to becoming the next tech star! Whether you want to be the next Mark Zuckerberg or the high school student who just made $1 million for programming in his bedroom, this course has the essentials you need to begin your journey. Projects will be available on a Black Rocket website to share with friends and family. Students will work in pairs or teams for most of the program. (15 Contact Hours)
32659 .....MTWThF .....7/27/15 -7/31/15 ....... 12:30 PM-3:25 PM .....$249 ......CTR ......H214.......................... Staff

App Attack! Ages 8–10  KIDS-8206
Take the first steps into the world of mobile app design and customize your own game app! Using a specialized app and game development tool, students will explore the world of web-based apps. In addition to learning the basics of mobile app design and game development, you will also see firsthand how the world of app publishing functions. Student-created apps will be accessible on a private site and can be played on any mobile device or computer. NO prior experience is necessary, and students do not need to own a smartphone or tablet to take the class. Students will work in pairs or teams for most of the program. (15 Contact Hours)
32656 .....MTWThF .....6/22/15 -6/26/15 ....... 9:00 AM-11:55 AM .....$249 ......CTR ......H214.......................... Staff

App Adventures: The Next Level! Ages 8–10  KIDS-8207
Continue your quest to make the next viral app! Whether you want to move past the basic techniques learned in “App Attack!” or want to jump right in, we are ready for you! All students will choose from a selection of different mobile app types and will explore more in-depth programming concepts. Student-created apps will be accessible on a private site and can be played on any mobile device or computer. NO prior experience is necessary, and students do not need to own a smartphone or tablet to take the class. Students will work in teams for most of the program. (15 Contact Hours)
32654 .....MTWThF .....8/10/15 -8/14/15 ....... 9:00 AM-11:55 AM .....$249 ......CTR ......H214.......................... Staff

App Attack! Ages 11–14  KIDS-8208
Take the first steps into the world of mobile app design and customize your own game app! Using a specialized app and game development tool, students will explore the world of web-based apps. In addition to learning the basics of mobile app design and game development, you will also see firsthand how the world of app publishing functions. Student-created apps will be accessible on a private site and can be played on any mobile device or computer. NO prior experience is necessary, and students do not need to own a smartphone or tablet to take the class. Students will work in pairs or teams for most of the program. (15 Contact Hours)
32657 .....MTWThF .....6/22/15 -6/26/15 ....... 12:30 PM-3:25 PM .....$249 ......CTR ......H214.......................... Staff

App Adventures: The Next Level! Ages 11–14  KIDS-8209
Continue your quest to make the next viral app! Whether you want to move past the basic techniques learned in “App Attack!” or want to jump right in, we are ready for you! All students will choose from a selection of different mobile app types and will explore more in-depth programming concepts. Student-created apps will be accessible on a private site and can be played on any mobile device or computer. NO prior experience is necessary, and students do not need to own a smartphone or tablet to take the class. Students will work in teams for most of the program. (15 Contact Hours)
32655 .....MTWThF .....8/10/15 -8/14/15 ....... 12:30 PM-3:25 PM .....$249 ......CTR ......H214.......................... Staff

Kidpreneur Minecraft® Jr., Ages 7–10  KIDS-8210
Minecraft® is more than just a popular game for kids. Students will learn information technology, entrepreneurship, and computer programming. Discover Minecraft® PC Edition, how the commands work, and different modes and worlds. At class end, each camper will present a final project of his/her world and will receive a Kidpreneur t-shirt. Students must have a functional PC/Mac laptop, a Minecraft® PC account, and minimum computer experience. No Minecraft® experience needed. (15 Contact Hours)
32336 .....MTWThF .....6/15/15 -6/19/15 ....... 9:30 AM-12:25 PM .....$289 ......CTR ......A214.......................... Kidpreneur
32337 .....MTWThF .....7/13/15 -7/17/15 ....... 9:30 AM-12:25 PM .....$289 ......HO WIKOM. OFF.......................... Kidpreneur

Minecraft® II: Server and Mini-Game Design, Ages 11–14  KIDS-8211
Minecraft® is more than just a popular game for kids. Students will learn information technology, entrepreneurship, and computer programming. The skills they learn in camp can transfer to other video games and programs. Build, administer, and maintain your own Minecraft® server for PVP gaming, understand how to configure port forward in routers, design a mini-game, and learn about marketing your server. Some of our past students have gained earnings from using their server as a small business, and so can your child. Each camper will present his/her final project and receive a Kidpreneur t-shirt. Students must have a functional PC/Mac laptop, a Minecraft® PC account, and minimum computer experience. Minecraft® PC experience required. (30 Contact Hours)
32320 .....MTWThF .....6/22/15 -6/26/15 ....... 10:00 AM-3:55 PM .....$429 ......CTR ......A214.......................... Kidpreneur
32321 .....MTWThF .....6/29/15 -7/3/15 ....... 10:00 AM-3:55 PM .....$429 ......HO WIKOM. OFF.......................... Kidpreneur
Minecraft® II: Plugins With Python, Ages 11–14     KIDS-8212

Minecraft® is more than just a popular game for kids. We use it to teach information technology, entrepreneurship, and computer programming because it makes it easier for students to learn. The skills they learn in camp can transfer to other video games and programs. The kids will install Minecraft® API to make plugins for their Minecraft® server, understand the basics of coding using Python programming language, and complete tasks using programming skills. Each camper will present his/her final project and receive a Kidpreneur t-shirt. Student must have taken Minecraft® I - Server and Mini-Game Design, have a functional PC/Mac laptop, a Minecraft® PC account, and minimum computer experience. Minecraft® PC experience required. (30 Contact Hours)

3D Printing, Ages 10–14     KIDS-8217

3D printing and modeling technology is a fast growing field that anyone can learn. AutoDesk123D will be used to teach students how to design three dimensional models for printing. Learn how to use software to design 3D models, understand the commands and functions, download special models, and operate a 3D printer to print projects. This class will give you the foundation to learn about engineering and design skills. Each camper will present his/her final model and receive a Kidpreneur t-shirt. Student must have a functional PC/Mac laptop, and minimum computer experience. (30 Contact Hours)

Calling all C4K students to participate in the ‘I am C4K’ student exhibit. Submit your finest works as we celebrate 10 years of C4K! Email C4K@macomb.edu for an entry form today.
Entrepreneurship Web Design, Ages 10–14     KIDS-8218

Every business needs a website, and every website needs a designer. Wix HTML5 technology will be used to teach students how to design their own websites. Students will start a business, learn the lean startup methods for planning; understand design theories like spacing, color balance and font types; and create a functional website for business and personal use. This class will have kids thinking creatively like a true entrepreneur and making their own lean canvas. Each camper will present his/her final business and receive a Kidpreneur t-shirt. Students must have a functional PC laptop and a minimum of computer experience. (30 Contact Hours)

32390       MTWThF       6/15/15-6/19/15       10:00 AM-3:35 PM.....$429 .........KIDPRENEUR
32391       MTWThF       8/3/15-8/7/15       10:00 AM-3:35 PM.....$429 ......AA TROY ...OFF .........KIDPRENEUR

Kidpreneur Minecraft® Server Workshop, Ages 11–14     KIDS-8220

This three-hour workshop will allow you to better understand and discover the world of Minecraft®. Discussions will include building a Minecraft® server, maintaining, marketing, and promoting it, along with the entire lingo that is part of Minecraft®. Knowledge of Minecraft® and computer experience is recommended. Parents may attend with no fee. (3 Contact Hours)

32664 ....F                      6/1/15-5/15       5:00 PM-7:55 PM.....$35 ........CTR ......H214 ................. KIDPRENEUR

Kidpreneur Coding Workshop, Ages 11–14     KIDS-8221

This three-hour workshop will allow you to better understand what all the excitement is about coding! Discover how to design and create game characters, how objects interact with one another, and the everyday jargon that is part of being a coder. Computer experience recommended. Parents may attend with no fee. (3 Contact Hours)

32663 ....F                      6/5/15-6/5/15       5:00 PM-7:55 PM.....$35 ........CTR ......H214 ................. KIDPRENEUR

Kidpreneur 3D Printing Workshop, Ages 11–14     KIDS-8222

This three-hour workshop will allow you to experience working with a 3D printer while working with AutoDesk123D. Understand dimensions, design, mapping, and more. Computer experience recommended. Parents may attend with no fee. (4 Contact Hours)

32662 ....F                      6/5/15-6/5/15       5:00 PM-8:55 PM.....$45 ........CTR ......H204 ................. KIDPRENEUR

LEGO® Video Games, Ages 8–10     KIDS-8223

Combine your two favorite activities: LEGO® and video games! Students will create their own LEGO® universe, characters, and adventures in an interactive 2-D video game. Everyone is welcome in this one-of-a-kind class. At the end of the program, every student will have a finished LEGO® video game that can be shared with friends and family through a password-protected Black Rocket website. Games are only compatible on PC computers; Mac versions can be created after the program for a $15 conversion fee. Students will work in pairs or teams for most of the program. (15 Contact Hours)

32660       MTWThF       8/3/15-8/7/15       9:00 AM-11:55 AM ...$249 .........CTR ......H218 .................................. Staff

LEGO® Video Games, Ages 11–14     KIDS-8224

Combine your two favorite activities: LEGO® and video games! Students will create their own LEGO® universe, characters, and adventures in an interactive 2-D video game. Everyone is welcome in this one-of-a-kind class. At the end of the program, every student should have a finished LEGO® video game that can be shared with friends and family through a password-protected Black Rocket website. Games are only compatible on PC computers; Mac versions can be created after the program for a $15 conversion fee. Students will work in pairs or teams for most of the program. (15 Contact Hours)

32661       MTWThF       8/3/15-8/7/15       12:30 PM-3:25 PM .....$249 .........CTR ......H218 .................................. Staff

Play Like the Rock Stars:

Beginner Blues Rock Piano Workshop, Ages 12 & Up     KIDS-8219

This class is for beginners to the style of the Blues. Lessons will cover: Blues scales and fingerings, Boogie Bass patterns, turnarounds, intros and endings, walk-downs, right-hand rhythm patterns, and more! Ages 12 & up with some knowledge of scales and chords required. Must be able to reach an octave, count 4/4, and have a working knowledge of the easier scales (C, F, and G). (6 Contact Hours)

32293 ....Sa                     5/2/15-6/13/15       1:00 PM-1:55 PM .....$95 .........CTR .......L118 ............. TINY TUNES PIANO PROGRAM

Tiny Tunes Piano Pre-School Beginner, Ages 3-4     KIDS-9204

Designed specifically for pre-schoolers. This is a BIG FUN, delightfully simple piano program. Lessons include everything needed to help jump start your child’s musical education. By the end of the course, your child will be able to sing and perform simple songs like Mary had a Little Lamb, Twinkle Twinkle Little Star, and/or Jingle Bells. Music increases attention span, logic, and reasoning skills. Parents must attend. “No class” dates will be announced in class. (6 Contact Hours)

32431 ....Sa                     5/2/15-6/13/15       10:00 AM-10:55 AM ....$85 .........CTR .......L119 ............. TINY TUNES PIANO PROGRAM
32291 ....M                      6/22/15-7/27/15       10:00 AM-10:55 AM ....$85 .........CTR .......L118 ............. TINY TUNES PIANO PROGRAM
Tiny Tunes Piano “Young 5S” Beginner, Ages 5–6  KIDS-9205
Designed specifically for children who are just learning how to read and write. Introduce your child to the world of music with all the fundamentals needed to encourage, nurture, and motivate learning and have fun. At course end, your child will be able to sing and play a ton of Tiny Tunes. Children who study music at an early age come out ahead in math and science! Parents welcome. (6 Contact Hours)
32292...M..............6/22/15-7/27/15 ...... 11:00 AM-11:55 AM $85 ........CTR ......L117-5 ......TINY TUNES PIANO PROGRAM

Tiny Tunes Piano Intermediate, Ages 5–6  KIDS-8053
Start your child’s musical education with a delightfully simple piano program. Research shows preschoolers who study music come out ahead in math and science! Music increases attention span, logic and reasoning skills. (6 Contact Hours)
32428...Sa..............5/2/15-6/13/15 ...... 11:00 AM-11:55 AM $85 ..........CTR ......L119 ......TINY TUNES PIANO PROGRAM

Tiny Tunes Piano Intermediate, Ages 6–7  KIDS-9214
Designed specifically for the advancing beginner. Classes are faster paced and big fun for students and parents alike. Lessons include line and space note recognition, two-handed playing, skip rhythms, flashcards, cross-hand techniques, and some very interesting and exciting Tiny Tunes. Studying music builds self-esteem, memory, and verbal ability. (6 Contact Hours)
32295...M..............6/22/15-7/27/15 ...... 12:00 PM-12:55 PM $85 ........CTR ......L118 ......TINY TUNES PIANO PROGRAM

Tiny Tunes Piano Intermediate, Ages 6–7  KIDS-9215
Designed specifically for the advancing beginner. Classes are faster paced and big fun for students and parents alike. Lessons include line and space note recognition, two-handed playing, skip rhythms, flashcards, cross-hand techniques, and some very interesting and exciting Tiny Tunes. Studying music builds self-esteem, memory, and verbal ability. (6 Contact Hours)
32290...Sa..............5/2/15-6/13/15 ...... 12:00 PM-12:55 PM $85 ..........CTR ......L118 ......TINY TUNES PIANO PROGRAM

COMPUTER SKILLS

Bring a USB drive to the first session of any software class. Classes may be taken individually or as part of a Workforce & Continuing Education Certificate program. For information, contact the program coordinator at 586.498.4121 or contininged@macomb.edu.

Quickbooks Pro Level 1  CSFT-8078
Keyboarding skills recommended. For small businesses to keep their books easily and accurately using Quickbooks Pro 2014. Create your own company file. Includes management principles and skills for dealing with customers, vendors, and banking transactions. Text and USB drive required. (15 Contact Hours)
32508...Thh..............5/19/15-6/21/15 ...... 6:30 PM-9:25 PM $179 ........CTR ......E115 ............... Krause, D.

Quickbooks Pro Level 2  CSFT-8079
Learn advanced skills to assist with physical inventory; sales tax; payroll; and asset, liability, and equity accounts on Quickbooks Pro 2014. Includes class, estimate and tracking features, report customization, and template creation. Text and USB drive required. (15 Contact Hours)

BASIC COMPUTER SKILLS CERTIFICATE

Begin with basic computer skills classes if you are a novice computer user and are seeking computer job skills. Earn the Basic Computer Skills Certificate by completing the following courses: CSFT-8001C, -8059B, and -8063B. For information, contact the program coordinator at 586.498.4121 or contininged@macomb.edu.

Introduction to Computers  CSFT-8001C
This is the class for beginners to start with. Learn basic computer skills including using Windows, typing with a word processor, navigating the web, and working with email. Text and USB drive required. (15 Contact Hours)
32614...Sa..............5/2/15-6/6/15 ...... 12:00 PM-2:55 PM $119 ..........SOU ........T148 .................Oaks, J.
32459...Mw..............5/1/15-5/15/15 ...... 6:00 PM-8:55 PM $119 ..........SOU ........T146 .................Burton, M.
32462...Thh..............5/1/15-6/5/15 ...... 6:00 PM-8:55 PM $119 ..........CTR ......A123 ............... Zdybel, M.
32461...F..................7/10/15-8/7/15 ...... 9:00 AM-11:55 AM $119 ..........CTR ......A115 ............... Romanczyk, V.

Keyboarding Basics  CSFT-8059B
Basic computer skills required. Tired of two-finger typing at your computer? Using computer software, learn the home row, alphabetic keys, and basic punctuation keys using the touch method. Bring USB drive and earbuds/earphones to 1st session. Text including software required. (16 Contact Hours)
32512...F..............5/1/15-6/26/15 ...... 9:00 AM-10:55 AM $159 ..........CTR ......A115 ............... Romanczyk, V.

Microsoft Office 2013  CSFT-8063B
Basic computer skills required. Review computer concepts and explore basic techniques of Microsoft Word, Excel, PowerPoint, and Access. Keyboarding skills recommended. Text and USB drive required. (30 Contact Hours)
32467...Thh..............5/19/15-6/18/15 ...... 6:00 PM-8:55 PM $249 ..........CTR ......H204 ............... Bosek, L.
32463...Sa..............6/6/15-7/15/15 ...... 9:00 AM-11:55 AM $249 ..........CTR ......A115 ............... Romanczyk, V.
32473...Thh..............7/7/15-8/6/15 ...... 6:00 PM-8:55 PM $249 ..........SOU ........E311 ............... Burton, M.
SCECHs ONLINE!
K-12 Teachers and Administrators:

State Continuing Education Clock Hours (formerly SBCEUs)

Attention Educators: SCECHs Online

A to Z Grant Writing .......................................................... EDUC-8137A
Achieving Success with Difficult People ............................. EDUC-8434
An Introduction to Teaching ESL/EFL .............................. EDUC-8198
Blogging and Podcasting for Beginners ............................ EDUC-8085
Common Core Standards for English K-5 ......................... EDUC-8321
Creating a Classroom Website ........................................ EDUC-8057
Creating Classroom Centers ........................................... EDUC-8443
Creating the Inclusive Classroom ...................................... EDUC-8058
Creative Classroom ......................................................... EDUC-8240
Differentiated Instruction and Response to Intervention     EDUC-8442
Connection .................................................................... EDUC-8420
Differentiated Instruction in the Classroom ....................... EDUC-8441
Differentiating K-12 Assessments ..................................... EDUC-8081
Empowering Students with Disabilities ............................. EDUC-8149
Enhancing Language Development ................................. EDUC-8056
Get Assertive! ................................................................. EDUC-8136
Get Grants! ........................................................................ EDUC-8082
Grammar Refresher ......................................................... EDUC-8049
Guided Reading & Writing: Strategies for Maximum Student Achievement .......................... EDUC-8201
Guided Reading Strategies for the Differentiated Classroom .................................................. EDUC-8077
Handling Medical Emergencies ........................................ EDUC-8113
Leadership ....................................................................... EDUC-8436
Math Refresher ................................................................. EDUC-8445
Microsoft PowerPoint 2013 in the Classroom .................... EDUC-8421
Ready, Set, Read! ............................................................ EDUC-8059
Response to Intervention .................................................. EDUC-8060
Singapore Math Strategies: Model Drawing Grades 1 - 6 ............................................. EDUC-8084
Singapore Math Strategies: Number Sense ........................ EDUC-8152
Solving Classroom Discipline Problems ................................ EDUC-8052
Solving Classroom Discipline Problems II ....................... EDUC-8111
Speed Spanish ................................................................... EDUC-8203
Survival Kit for New Teachers .......................................... EDUC-8446
Teaching High School Students .................................... EDUC-8204
Teaching Math: Grades 4-6 ............................................. EDUC-8079
Teaching Preschool .......................................................... EDUC-8199
Teaching Science: Grades 4-6 ........................................ EDUC-8083
Teaching Smarter w/Smart Boards ..................................... EDUC-8440
Teaching Students with ADHD ........................................ EDUC-8061
Teaching Students with Autism ......................................... EDUC-8055
Teaching Students with Learning Disabilities ................... EDUC-8444
Teaching Writing Grades K-3 .......................................... EDUC-8150

See full list of courses and register at: www.ed2go.com/mccsbcceu

Only $109 per class
Earn 24 SCECHs per class

REGISTRATION INFORMATION ON PAGE 28
WORKPLACE COMPUTING CERTIFICATE

Workplace Computing classes are designed for learners who are seeking a solid basic understanding of Word, Excel, PowerPoint, and Access. The Workplace Computing Certificate is awarded upon completion of CSFT-8080, 8081, 8082, and 8083.

Students may also earn the Administrative Assistant Professional with Workplace Computing Skills Certificate by taking the required classes below along with BSNS-8005, -8006, -8007, -8008A, and -8009. For information, Contact the program coordinator at 586.498.4121 or continuinged@macomb.edu.

Word 2013  CSFT-8080
Basic computer skills required. Learn introductory and intermediate skills. Topics include ribbon interface; working with text; printing; using proofreading tools; creating bulleted and numbered lists; tables; newsletter columns; WordArt and clip art; document themes; styles; picture editing; and Mail Merge. Textbook and USB drive required. Keyboarding skills recommended. (24 Contact Hours)

Access 2013  CSFT-8081
Basic computer skills required. Learn introductory and intermediate Access skills. Topics include ribbon interface; creating tables in datasheet view; previewing and printing data; designing databases; creating database objects; formatting tables; lookup fields; field properties; queries; designing a relational database; split forms; creating and modifying reports; parameter queries; crosstab queries; and more. Textbook and USB drive required. Keyboarding skills recommended. (24 Contact Hours)

Excel 2013  CSFT-8082
Basic computer skills required. Learn introductory and intermediate Excel skills. Topics include ribbon interface; entering and editing data; selecting cells and ranges; printing worksheets; inserting and deleting columns, rows, and cells; charts; large worksheets and workbooks; and more. Textbook and USB drive required. Keyboarding skills recommended. (24 Contact Hours)

PowerPoint 2013  CSFT-8083
Basic computer skills required. Learn introductory and intermediate PowerPoint skills. Topics include ribbon interface; document themes; bulleted lists; outlines; formatting text; printing presentations; transitions; clip art and graphics; charts; slide show delivery; editing presentations; handouts; creating hyperlinks; multimedia and sound; and more. Textbook and USB drive required. Keyboarding skills recommended. (24 Contact Hours)

Access 2013 Intermediate  CSFT-8087
For those who have taken Access 2013 (CSFT-8081). Intermediate computer, keyboarding, and internet skills required. Learn intermediate Access skills. Topics include tables, queries, reports, macros, and VBA. Textbooks and USB drive required. (24 Contact Hours)

ADVANCED EXCEL WORKSHOPS

Employers are seeking people with advanced Excel skills. Sky rocket your Excel expertise with this comprehensive, hands-on workshop. Learn to quickly summarize, analyze, and display data to stand out in the workplace. Must have intermediate to advanced Excel proficiency in Excel 2013 or later. USB drive required. For information, contact the program coordinator at 586.498.4121 or continuinged@macomb.edu.

Mastering Excel PivotTables  CSFT-8076
Must have intermediate to advanced Excel proficiency (Excel 2013 or later). USB drive required. Discover how to create PivotTables quickly to summarize and analyze large amounts of real-world data. Explore PivotTable options and tools to create professional-looking reports. (3 Contact Hours)

CONSTRUCTION

Builder’s Pre-License Training Segment 1  INDT-8022
Segment 1 of the state-mandated Builder’s Pre-License training will present business management, estimating, design and building science, contracts, risk management, marketing, and sales. (30 Contact Hours)

Builder’s Pre-License Training Segment 2  INDT-8023
Segment 2 of the state-mandated Builder’s Pre-License training will present project management, scheduling, and current Michigan Residential and Construction Safety Standards along with management, marketing, and sales. (30 Contact Hours)
Home Inspection INDT-8025
Learn how to set up a home inspection business. Follow the home inspection process and discover how to identify common problems, tool requirements, how to market, and what you’ll need to get started. (24.5 Contact Hours)

32297...W..............6/17/15-7/23/15 ........ 6:00 PM-9:25 PM....$595 .........CTR .......H203. NCI ASSOCIATES, LTD.

COURT REPORTING

Macomb Community College’s Court Reporting program is approved by the Michigan Department of Education as a prerequisite for the Certified Shorthand Reporting Examination and is taught by State Certified Court Reporters. A minimum 40-hour internship is required to complete the program. Court Reporters must be certified through state and national exams. For information, contact the program coordinator at 586.226.4722 or kandts@macomb.edu.

Real Time Court Reporting-Theory I CRTR-8000
Develop techniques of a conflict-free writing style, begin building an extensive dictionary, and learn about the world of closed-captioning. (97.5 Contact Hours)


Real Time Court Reporting-Theory II CRTR-8016
Continue to develop your skills in machine shorthand theory and real-time principles; learn more advanced principles of theory and conflict-free writing. (97.5 Contact Hours)


Real Time Court Reporting-Theory III CRTR-8022
Writing techniques are applied while student begins process of speed building. Tests in literary, jury charge, and Q & A must be passed with 95% accuracy at speeds of 60, 80, and 100 wpm; CAT software is required. (97.5 Contact Hours)


Skill Building & Development I CRTR-8007
Begin the process of speed building and the introduction of legal, medical, and technical dictation. Speed levels are 120-140 wpm, and literary, jury charge, and Q & A tests must be passed with 95% accuracy. (97.5 Contact Hours)


Skill Building and Development II CRTR-8014
Continue the process of speed building. Speed levels are 160-180 wpm, and literary, jury charge, and Q & A tests must be passed with 95% accuracy. (97.5 Contact Hours)


Skill Building and Development III CRTR-8017
Continue the process of speed building. Speed levels are 180-225 w.p.m., and literary, jury charge, and Q & A tests to be passed with 95% accuracy. Internship required. (97.5 Contact Hours)


Medical Terminology for Court Reporters CRTR-8011
Students prepare for medical transcription by learning medical terms, body systems, anatomy, disease processes, methods of researching medical information, and much more. (49 Contact Hours)


Judicial Technology I CRTR-8024
Explore computer-aided transcription software including instruction in operating the real-time translation system, speaker identification, formatting, litigation support, building a dictionary, creating block files, macros, and auto-includes. Receive an overview of each of these items: the reporter’s role in litigation support; hardware and software including ASCII files or RTF files; and the reporter’s role in CART, broadcast captioning, and videography. (12 Contact Hours)

32103.....Sa.............6/6/15-6/27/15 ....... 9:00 AM-11:55 AM ...$229 .........CTR ......H214.........................Pavlovich, S.

Judicial Technology II CRTR-8025
Explore computer-aided transcription software including instruction in operating the real-time translation system, speaker identification, formatting, litigation support, building a dictionary, creating block files, macros, and auto-includes. Receive an overview of each of these items: the reporter’s role in litigation support; hardware and software including ASCII files or RTF files; and the reporter’s role in CART, broadcast captioning, and videography. (12 Contact Hours)

32104.....Sa.............7/11/15-8/1/15 ....... 9:00 AM-11:55 AM ...$229 .........CTR ......H214.........................Pavlovich, S.

Credit for Prior Learning and Experience
You may be able to save time and money by earning college credit at Macomb for your prior learning and experience in one (or more) of three different ways. Please visit www.macomb.edu/creditforpriorlearning
Food Service Manager Certification  FOOD-8008B
Approved by the State of Michigan to fulfill the requirement that each food service establishment in the state of Michigan have at least one Certified Food Service Manager employed. Students will prepare for and take the Nationally Accredited ServSafe Exam and will be tested on the latest FDA Food Code. Textbook with exam answer sheet required. (14 Contact Hours)

32516 ......MW.............5/4/15 -5/18/15 ........6:00 PM-8:55 PM.... $239 ......SOU ......G216..........................Parrott, K.
32519 ......Th..................7/7/15 -7/21/15 ........8:30 PM-9:25 PM.... $239 ......CTR ......A131..........................Parrott, K.

Food Service Manager Re-Certification  FOOD-8009A
Prepare for and take the Food Service Manager re-certification exam. For individuals with expired certification. Bring proof of registration and photo ID; $30 test fee payable online with only Visa or MasterCard accepted. Prior text recommended. (7 Contact Hours)

32514 ......Sa.............6/20/15 -6/20/15 .........9:00 AM-4:55 PM.... $109 ......SOU ......G215..........................Labelle, S.

Food Service Manager Test Only  FOOD-8015
For food service managers whose certification has expired or individuals who are prepared for testing. Bring proof of registration and photo ID; $30 test fee payable online with only Visa or MasterCard accepted.

32515 ......Sa.............8/1/15 -8/1/15 .........9:00 AM-11:25 AM .... $39 ........CTR ......A123..........................Labelle, S.

ENGLISH AS A SECOND LANGUAGE (ESL)
Grammar Connection I  ESLL-8008C
Improve your current English language skills. Focus on grammar, conversation, and increasing vocabulary and life skills. *Text and workbook required.* (40 Contact Hours)

32531 ......Th..................6/2/15 -8/11/15 .........10:00 AM-11:55 AM ......$189 ......CTR ......H220..........................Winslow, N.
32540 ......Th..................6/2/15 -8/11/15 .........4:00 PM-5:55 PM ......$189 ......CTR ......H220..........................Winslow, N.

Conversational Skills  ESLL-8015C
Let's talk. Improve your English language skills in a relaxed atmosphere. This course is for students who want to improve their fluency in English and take their conversational skills to the next level. Learn how to converse in social and business situations, express an opinion, and understand cultural gestures and idiomatic speech. *Text and audio CDs required.* (40 Contact Hours)

32541 ......Th..................6/2/15 -8/11/15 .........6:00 PM-7:55 PM ......$189 ......CTR ......H217..........................Winslow, N.

Pronounce It Right  ESLL-8019A
Gain confidence in your conversational English. Discover how to improve comprehension and listening skills, overcome communication difficulties, and practice pronouncing words correctly to improve understanding through accent reduction. *Text required.* (36 Contact Hours)

32539 ......Th..................6/2/15 -8/4/15 .........12:00 PM-1:55 PM ......$189 ......CTR ......H220..........................Winslow, N.

Grammar and Writing  ESLL-8025
Improve your current English language skills in a relaxed classroom atmosphere with small group instruction. Curriculum will focus on grammar, writing, conversation, and increasing vocabulary and life skills through exercises designed to enhance proficiency in reading, writing, listening, and speaking. *Text and dictionary required.* (36 Contact Hours)

32543 ......MW.............5/18/15 -6/29/15 .........1:00 PM-3:55 PM ......$189 ......SOU ......E209..........................Lathers, P.

ENTERTAINMENT ARTS
For information, contact the program coordinator at 586.498.4100 or corbettv@macomb.edu.

Voiceover Training  FILM-8017
Learn to use your voice as an instrument, understand what producers expect, discover how to take instruction, and acquire the industry contacts and materials needed to compete on a national level. This training is for professional and amateur voice artists and will benefit anyone who uses his/her voice for a living. Studio recording session will be announced in class. (24 Contact Hours)

32530 ......M ...............7/13/15 -8/17/15 .........7:00 PM-8:55 PM ......$975 ......CTR ......H220..........................Hart, K.

Stand Up Comedy 101  THEA-8006B
Learn and practice proven techniques used in comedy that will help you overcome stage fright and set your confidence and your funny bone free! Course will culminate with student “invitation only” stand-up comedy performance for family and friends. (8 Contact Hours)

32513 ......T ..................6/9/15 -6/30/15 .........7:00 PM-8:55 PM ......$49 ......SOU ......G201..........................Arakelian, M.
32517 ......T ..................8/4/15 -8/25/15 .........7:00 PM-8:55 PM ......$49 ......SOU ......S101..........................Arakelian, M.

ACTING
Acting I for Adults  THEA-8007
Connect creativity, character, and emotion through improvisation, scene study, and exercises. Students will work in an ensemble environment with a focus on each individual’s vision. (10.5 Contact Hours)

32522 ......M ...............6/1/15 -6/29/15 .........7:00 PM-9:25 PM ......$85 ......SOU ......G201..........................Staff
FLORAL DESIGN

Floral Identification and Use  FLOR-8043
Discover and understand the plethora of flora and their uses in design. Learn common and botanical names while realizing not only variety in color but the important attributes of the flowers, common and not so common, to the floral designer. (9 Contact Hours)
32544 ...........3/4/15-5/18/15 ......6:00 PM-8:55 PM......$199 ......MTEC .... 116 ..................Kiekbusch, K.

Fundamentals of Floral Design I  FLOR-8000B
Discover basic principles and elements of professional floral design. Step-by-step instruction will teach you to work with fresh flowers and the tools of the trade. Create four arrangements to take home. Students will receive a Macomb Floral Design apron. (15 Contact Hours)
32345 ..........6/2/15-6/30/15 ......6.00 PM-8:55 PM......$249 ......MTEC .... 116 ..................Kiekbusch, K.

Fundamentals of Floral Design II  FLOR-8001
Prerequisites: FLOR-8000B and FLOR-8043
Practical application will be put to use from the two previous corequisite classes, as you understand and develop techniques and designs as a floral designer. (9 Contact Hours)
32355 ..........7/6/15-7/20/15 ......6:00 PM-8:55 PM......$229 ......MTEC .... 116 ..................Kiekbusch, K.

Intermediate Floral Design  FLOR-8007
Prerequisites: FLOR-8000B and FLOR-8043
Take your designs to the next level. Add your own special touches to more advanced designs. (9 Contact Hours)
32360 ..........7/14/15-7/28/15 ......6:00 PM-8:55 PM......$229 ......MTEC .... 116 ..................Kiekbusch, K.

Advanced Floral Design I  FLOR-8002A
Prerequisites: FLOR-8000B and FLOR-8043
Continue to develop your skills. Experience the use of a greater variety of materials and work on a larger scale. Gain confidence to make your own design choices. (12 Contact Hours)
32487 ..........8/24/15-9/21/15 ......6:00 PM-8:55 PM......$239 ......MTEC .... 116 ..................Kiekbusch, K.

Sympathy Design  FLOR-8009B
Prerequisites: FLOR-8000B and FLOR-8043
Sympathy Design is a must-know for a valued floral designer and is the largest portion of floral sales and design in the industry. Creating these special arrangements is just part of the process. Learn how to do a consultation and receive hands-on training to create several designs which will include a sympathy spray and a casket spray. (12 Contact Hours)
32364 ..........7/27/15-8/17/15 ......6:00 PM-8:55 PM......$259 ......MTEC .... 116 ..................Kiekbusch, K.

Wedding Bouquets & Corsages  FLOR-9002A
Prerequisites: FLOR-8000B and FLOR-8043
Create the newest wedding designs with hand-tied and cascading bouquets. Learn the latest gluing techniques in making corsages and boutonnieres. (12 Contact Hours)

Advanced Techniques in Floral Design  FLOR-8042
Prerequisites: FLOR-8000B, FLOR-8043, FLOR-8001, FLOR-8007, FLOR-8002A, FLOR-8002A, and FLOR-8009B
This capstone course will bring together all the elements you’ve learned throughout this program. Design large-scale arrangements while creating your OWN designs in this designer-level course. (18 Contact Hours)
Will be offered Fall 2015.

REGISTRATION INFORMATION ON PAGE 28
FOREIGN LANGUAGE

Italian  LANG-8059
Learn to converse and write in Italian. Gain the basic skills needed for travel. Explore culture, cuisine, local restaurants, and markets. Tips on how and what to order when traveling or dining locally included. Text required. (24 Contact Hours)

Intermediate Conversational Italian  LANG-8012A
Students will improve their vocabulary and continue to learn how to converse, read, and write Italian. Practice speaking this beautiful language and become familiar with the culture, cuisine, and music. Text required. (24 Contact Hours)

Spanish II-Intermediate: Skills II for Work, Travel, and Enjoyment  LANG-8062
Learn how to speak, read, and write Spanish at a second intermediate level for use at work, for travel to Spanish-speaking countries, and for mingling with friends and family. We will focus on perfecting the uses of the preterite and the imperfect, reflexive tenses, commands, and direct and indirect object pronouns. Text required. (24 Contact Hours)

GRAPHIC DESIGN

Graphic Design for Visual Presentations  DSGN-8007
Make your visual presentations look professional and communicate effectively. Get the latest, most advanced techniques on graphic design principles including layout, typography, and basic design considerations. Come away with more skills to create an effective and beautiful visual presentation on any presentation software program that you choose. VIRTUAL CLASSROOM. Taking all three classes earns a Certificate in Presentation Media. (6 Contact Hours)
32324 .................8/1/15 - 8/26/15 ................... * ..............$195 ......VIR ......VIR ................. Staff
32331 .................8/4/15 - 8/28/15 ................... * ..............$195 ......VIR ......VIR ................. Staff

Photoshop for Presentations  DSGN-8008
Acquire the skills to navigate an extensive list of Photoshop features. You will gain both a foundational and advanced understanding of popular software and 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. You will even learn what the pros know. VIRTUAL CLASSROOM. Taking all three classes earns a Certificate in Presentation Media. (6 Contact Hours)

PREZI  DSGN-8009
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. VIRTUAL CLASSROOM. Taking all three classes earns a Certificate in Presentation Media. (6 Contact Hours)
32527 .................7/6/15 - 7/31/15 ................... * ..............$195 ......VIR ......VIR ................. Staff

HEALTH CARE TRAINING

Heart Saver First Aid & CPR/AED  HLTH-8095
This course meets the American Heart Association requirements for adult & child Heart Saver first aid, CPR and AED certification. A practical-based course aimed at developing skills in basic first aid, CPR for children and adults, care for the choking victim, and use of an automatic external defibrillator. Text required. (6 Contact Hours)
32305 .......T ..............5/19/15 - 5/19/15 ..........8:30 AM-2:25 PM .......$75 ......CTR ......R164 ...................... Brigolin, K.
32307 .......Th ..............8/13/15 - 8/13/15 ..........1:00 PM-6:55 PM .......$75 ......CTR ......R164 ...................... Brigolin, K.

Basic Life Support for Healthcare Providers  HLTH-8096
Designed to provide a wide variety of health care professionals the ability to recognize several life-threatening emergencies, provide CPR, use an AED, and relieve choking in a safe, timely, and effective manner. American Heart Association BLS for Healthcare Providers Course completion card is valid for two years. Textbook required. (4 Contact Hours)
32298 .......T ..............6/23/15 - 6/23/15 ..........1:00 PM-4:55 PM .......$64 ......CTR ......R164 ...................... Brigolin, K.
32300 .......Th ..............7/23/15 - 7/23/15 ..........12:00 PM-3:55 PM .......$64 ......CTR ......R164 ...................... Brigolin, K.
32301 .......Th ..............7/23/15 - 7/23/15 ..........4:30 PM-8:25 PM .......$64 ......CTR ......R164 ...................... Brigolin, K.
32302 .......Th ..............8/13/15 - 8/13/15 ..........8:30 AM-12:25 PM .......$64 ......CTR ......R164 ...................... Brigolin, K.
32303 .......Sa ..............8/22/15 - 8/22/15 ..........8:30 AM-12:25 PM .......$64 ......CTR ......R164 ...................... Brigolin, K.
32304 .......Sa ..............8/22/15 - 8/22/15 ..........1:00 PM-4:55 PM .......$64 ......CTR ......R164 ...................... Brigolin, K.

Coming Fall 2015: Clinical Laboratory Assistant.
Attend WKSP-8000 (see page 3) to learn more about this new short-term certificate program that will prepare you to work in hospital and outpatient laboratories.
Veterinary Terminology  VETC-8000
Learn common veterinary root words, prefixes, suffixes, and combining root words. Build a strong foundation for veterinary anatomy and physiology. (20 Contact Hours)
32629.....................6/1/15 - 6/12/15 ........................ .....................$80 ..........VIR..........VIR...............Renda-Francis, L.

Introductory Math for Vet Tech  VETC-8015
Designed to introduce the essential math calculations for veterinary technicians. Topics include basic principles, clinical problems using dosage calculations, calculations involving solutions of intravenous fluids, anesthesia, radiology, and nutrition applications. Get a strong foundation for veterinary pharmacology and anesthesia that you can build upon. Textbook required. (20 Contact Hours)
32628.....................7/2/15 - 7/17/15 ........................ .....................$80 ..........VIR..........VIR...............Renda-Francis, L.

ElderCare Specialist Certification
1 in 4 adults will be over the age of 60 by 2030 in Macomb County. Train for one of the fastest growing fields today--Eldercare. Upon successful completion, students will receive a Workforce and Continuing Education certificate applicable to a variety of fields including non-medical home care and assisted living, human services, and customer service positions in organizations serving seniors. Prior to placement in the field study, students must pass a criminal background, drug screen, and TB test at their own expense. For information, contact 586.226.4807 or wojcikk@macomb.edu.

Intro to Gerontology  HLTH-8036B
Prepare for the aging of America. Investigate the many dimensions and processes of aging. Examine the impact of stereotypes, roles, and physiology on the aging process. Connect with community resources for the elderly. (18 Contact Hours)
32419..W...........6/10/15 - 7/15/15 ................................ 9:00 AM-11:55 AM .. $175 ..........CTR ......R164......................... Appel, M.

Art of Caregiving  HLTH-8039C
Learn techniques to respectfully assist older adults by creating a safe, comfortable environment. Practice the mechanics of safe transferring techniques and become familiar with common therapeutic equipment. (14 Contact Hours)
32597..Th.............5/14/15 - 6/4/15 ................................ 10:00 AM-1:25 PM .....$149 ........CTR ......R263.......................... Andrews, V.

Aging Body, Mind & Spirit  HLTH-8037B
Broaden your awareness of common diseases and chronic illnesses associated with aging. Gain comprehensive knowledge of dementia-related disorders. Provide life enrichment and support to clients and families. Develop personal strategies to avoid stress and burnout. (14 Contact Hours)
32601..Th.............7/9/15 - 7/30/15 ................................ 10:00 AM-1:25 PM .....$149 ........CTR ......R180......................... Andrews, V.

Eldercare Field Study  HLTH-8077
20-hour field study at a variety of older adult service providers such as an adult day care, assisted living center, or independent housing community. (20 Contact Hours)
32475.......................... ..................... ..................... $99 ..........OFF ......OFF .......................... Appel, M.

Nursing Assistant  HLTH-8038
Gain the knowledge and skills necessary to assist patients who need help with activities of daily living. Prepare to work in health care facilities or private homes under the direction of a registered nurse. Text required. (128 Contact Hours)
32412...MTWTh......5/11/15 - 6/16/15 ........................ 9:00 AM-3:25 PM ......$1,295 ......CTR ......R179.........................Brown, D.
32415...MTWTh......5/11/15 - 7/2/15 ........................ 5:00 PM-9:15 PM ......$1,295 ......CTR ......R179.........................Brown, D.
32417...MTWTh......7/13/15 - 8/18/15 ........................ 9:00 AM-3:25 PM ......$1,295 ......CTR ......R179.........................Brown, D.

Reading Enrichment
Presented by University of Detroit Mercy at Macomb Community College–Center Campus.
Reading skills programs for Elementary, Middle, High School and College students.
Comprehension • Study Skills • Phonics • Build Vocabulary & Fluency
Speed Reading • Develop a Lifelong Love of Reading
For more information and to register before classes fill call 800.978.9596
CERTIFIED PROFESSIONAL CODING

Are you a detail-oriented, analytical, and business-minded thinker? A career in medical coding might be right for you! WKSP-8000 Health Career Workshop is required prior to registration in the Medical Coding I course. See Career Workshop section of this schedule for dates and times. Upon successful program completion, students will receive a Workforce and Continuing Education certificate and be prepared to take the internationally recognized Certified Professional Coder (CPC) exam, licensed by the American Academy of Professional Coders. More information about the exam can be found at www.aapc.com. Please note that as of Fall 2014, course HLTH-8007B ICD 9 Coding has been replaced with HLTH-8102 Medical Coding I and that course HLTH-8000B CPT Coding has been replaced with HLTH-8103 Medical Coding II. Also, as of Fall 2014, HLTH-8074 CPC Study Night is mandatory. Currently enrolled students in the CPC program who have not yet completed ICD 9 Coding and/or CPT Coding may be affected by this change. For information, contact 586.226.4807 or wojcikk@macomb.edu.

Microsoft Office 2013 CSFT-8063B
Basic computer skills required. Review computer concepts and explore basic techniques of Microsoft Word, Excel, PowerPoint, and Access. Keyboarding skills recommended. Text and USB drive required. (30 Contact Hours)

Certified Outpatient Coder: Exam Preparation HLTH-8101
Basic computer skills required. Review computer concepts and explore basic techniques of Microsoft Word, Excel, PowerPoint, and Access. Keyboarding skills recommended. Text and USB drive required. (30 Contact Hours)

Medical Terminology HLTH-8010A
Develop a medical vocabulary through a word building system of prefixes, suffixes, root words, and combining forms. Build, identify, and understand appropriate medical terms. Text Required. (48 Contact Hours)

Medical Coding I HLTH-8102
Prerequisites: CSFT-8063B or equivalent, HLTH-8010A, and WKSP-8000.
Learn the rules and regulations of ICD-9-CM (International Classification of Diseases, 9th ed., Clinical Modification) and understand the guidelines of the Evaluation and Management codes to prepare to sit for the nationally recognized Certified Professional Coder (CPC) exam. Students will learn to apply coding skills to medical services provided in the medical office and hospital settings. Text required. (40 Contact Hours)

Medical Coding II HLTH-8103
Prerequisites: CSFT-8063B or equivalent, HLTH-8010A, and WKSP-8000.
Learn the basics of HCPCS coding (Healthcare Common Procedure Coding System): Level I-CPT, Level II-National codes for medical services rendered in medical offices and hospital settings. Students will learn the proper use of modifiers and apply medical necessity criteria to assign diagnostic and procedure codes to prepare to sit for the nationally recognized Certified Professional Coder (CPC) exam. Text required. (40 Contact Hours)

CPC Study Night HLTH-8074
Prerequisites: HLTH-8102 or equivalent and HLTH-8103 or equivalent
Prepare to take the AAPC Certified Professional Coder (CPC) Exam. Bring your current ICD-9, CPT, and HCPCS coding manuals. (5.5 Contact Hours)

Certified Outpatient Coder: Exam Preparation HLTH-8101
Outpatient/ambulatory career opportunities in facilities such as ambulatory surgical centers or hospital outpatient billing and coding departments are opening for coders. The COC exam validates your specialized payment knowledge needed for these jobs in addition to your CPT and ICD-09 coding skills. The COC is able to report outpatient facility/hospital services including emergency department visits, outpatient clinic visits, same day surgeries, diagnostic testing, physical therapy, occupational therapy, speech therapy, and chemotherapy. Students must attend one of our Health Career Workshops prior to registration. Text required. (18 Contact Hours)

SPECIAL POPULATIONS/SPH/DHP PROGRAM

Transition to Triumph
Increase self-esteem and take control of your future. Develop a better understanding of yourself, improve your communication skills, set achievable goals and make realistic career decisions. The program consists of 12/24 sessions. You MUST pre-register and attend an Intake Session prior to participation in this program. Call 586.445.7003 to register.

Scholarships are available: In accordance with Federal guidelines, priority for scholarships will be given to assisting individuals with the greatest financial need and special consideration given to displaced homemakers who, because of divorce, separation or the death of a spouse, must prepare for paid employment.

www.macomb.edu
Online Internship for Medical Coding   HLTH-8105

Gain experience you need to be a successful medical coder! This virtual internship simulates the work experience of a realistic, multi-specialty medical clinic. It offers real-world experience coding more than 500 cases in 18 medical specialties. The internship complements and provides application for concepts learned in Step-by-Step Medical Coding by Carol J. Buck. Students will spend 20 hours per week coding at home and will be supervised online via ANGEL by faculty. After registration and prior to the start date, complete the Introduction to ANGEL at https://macomb.angellearning.com or go to www.macomb.edu, go to My Macomb, and click on the ANGEL link under Applications on the left. Optional course orientation with instructor on first day. Current year coding manuals and an access code (available at the bookstore) required. (240 Contact Hours)

PATIENT ACCESS AND ACCOUNTING

Become more marketable as a medical reimbursement specialist by adding patient access and medical billing to your coding skill set. Students must complete all four courses in the Certified Professional Coding program prior to receiving the Patient Access and Accounting certificate. Upon successful program completion, students will receive a Workforce and Continuing Education certificate and be eligible to take three national exams: Certified Professional Coder (CPC), Certified Healthcare Access Associate (CHAA), and Certified Patient Accounting Technician (CPAT). More information about the exams can be found at www.aapc.com; www.naham.org; and www.aham.org. Prior to internship placement, students must pass a criminal background check and drug screen at their own expense. For information, contact 586.226.4807 or wojcikk@macomb.edu.

Patient Access Services   HLTH-8061B
Prerequisites: CSFT-8063B and HLTH-8010A or equivalent

Students will develop an understanding of the revenue cycle and the role of patient access in health care institutions. The student will develop competency in the full range of patient access services including patient registrations and admissions, patient rights and responsibilities, customer services, and laws and regulations affecting patient access. Students will understand the accreditation requirements of health care organizations and will be able to communicate complex regulations to patients during the patient access encounter. (24 Contact Hours)

Medical Billing   HLTH-8008D
Prerequisites: CSFT-8063B and HLTH-8010A or equivalent.

Designed to increase your marketability and entry into the coding profession, you will explore claims preparation, submission, electronic claims versus hard copy, plus ICD-9 and CPT-4 coding and much more. Prerequisite: Basic computer skills, along with strong verbal and written skills. Text required. (45 Contact Hours)

Billing Applications   HLTH-8018C
Prerequisites: CSFT-8063B and HLTH-8010A or equivalent.

Students will be introduced to the life cycle of an insurance claim (UB-04 and 1500) and will gain hands-on experience in completing paper and electronic claims for Medicare, Medicaid, BCBS, Workers Compensation, CHAMPUS/TRICARE, and other commercial insurance. Students will gain an understanding of insurance claims follow-up, billing for medical necessity, and common errors that delay reimbursement. Students will also be introduced to billing cycle completion including patient balance follow-up, collections, and bad debt processing. First class meeting will be on-ground. Prior to class, complete the Introduction to ANGEL at https://macomb.angellearning.com or go to www.macomb.edu, go to My Macomb, and click on the ANGEL link under Applications on the left. Text required. (36 Contact Hours)

Patient Access Accounting Internship   HLTH-8066
Prerequisite: HLTH-8018C
Participate in a 40-hour-minimum supervised internship at area health centers. (40 Contact Hours)

Why choose Macomb’s Center for Health Careers?
• Short-term career training in a number of in-demand areas.
• Specialized clinical training is a requirement for many health care jobs, an asset in others.
• Job seekers with health-specific training are more likely to obtain jobs and advance in their careers.
• Great foundation for academic health career programs at Macomb Community College.
PROFESSIONAL MEDICAL BILLER/CODER WORKFORCE TRAINING

Keep your skills up-to-date so you stay relevant in the ever-changing field of health care billing and coding. Macomb offers many professional development courses approved for CEUs through the American Academy of Professional Coders (AAPC) and the American Health Information Management Association (AHIMA). Courses may not be offered every semester. For information, contact 586.226.4807 or wojcikk@macomb.edu.

ICD-10-CM Coding Basics  HLTH-8099

Designed to give Certified Professional Coders an opportunity to use ICD-10-CM guidelines and ICD-10-CM coding manuals to accurately apply diagnostic codes and to help CPC coders get ready for the ICD-10-CM exam being offered by the AAPC. Textbook required. (18 Contact Hours)
32468 Sa 5/9/15-5/9/15 9:00 AM-11:55 AM  $199 R168 Hicks, R. And 5/10/15-6/13/15 9:00 AM-11:55 AM  $199 R168 Hicks, R.

CERTIFIED PERSONAL FITNESS TRAINER

Earn your certification from our partners at World Instructor Training School. W.I.T.S. is the only major certifying body in the country providing comprehensive practical training and internship components. You will be prepared to work with clients and stand out in any gym as ‘the expert’ in your field. These challenging courses provide both theoretical foundations in the body systems and hands-on skill competency. Career Workshop: Personal Fitness Trainer WKSP-8006 is required for both FTNS-9000 and FTNS-9011 prior to registration. Successful completion of 70% or better on exams, CPR/AED, and an internship are required to receive certifications. For information about these nationally recognized exam, contact www.witseducation.com or call 586.226.4807 or wojcikk@macomb.edu.

Heart Saver First Aid & CPR/AED  HLTH-8095

This course meets the American Heart Association requirements for adult & child Heart Saver first aid, CPR and AED certification. A practical-based course aimed at developing skills in basic first aid, CPR for children and adults, care for the choking victim, and use of an automatic external defibrillator. Text required. (6 Contact Hours)
32305 T 5/19/15-5/19/15 8:30 AM-2:25 PM  $75 R164 Brigolin, K.
32307 Th 8/13/15-8/13/15 1:00 PM-6:55 PM  $75 R164 Brigolin, K.

Certified Fitness Trainer  FTNS-9000

This program is comprised of 16 hours of lecture, 16 hours of hands-on practical training, and a 30-hour internship that walks many graduates right into a job!! Key topics include biomechanics, exercise physiology, fitness testing, and equipment usage and health assessment. Textbook required. Please read the first three chapters prior to the first class. (36 Contact Hours)
32344 T 5/19/15-7/14/15 6:00 PM-7:55 PM  $499 R277 WO World INSTRANING SCHOOL
And Th 5/21/15-7/16/15 6:00 PM-7:55 PM  OFF

Older Adult Fitness Specialist  FTNS-9011

Get the education you need to serve the fastest growing fitness population in the U.S.--the older adult client. This course includes 12 hours of classroom lecture, 12 hours of practical training, and a required 20-hour internship. Learn what common ailments and physical conditions affect this special population and how to design age-appropriate, fun, and functional exercise programs. Pre-qualifier is a degree related to the field of study or a national fitness certification. Textbook available only at 888-330-9487 or at www.witseducation.com. (24 Contact Hours)
32401 T 7/28/15-8/18/15 6:00 PM-8:55 PM  $499 R275 WO World INSTRANING SCHOOL
And Th 7/30/15-8/20/15 6:00 PM-8:55 PM  OFF

PHARMACY TECHNICIAN

Pharmacy Technicians are in high demand in both hospital and retail pharmacies. Upon successful completion, students will receive a Workforce and Continuing Education certificate and be prepared to take the Pharmacy Technician Certification Board exam. More information about the exam can be found at www.ptcb.org. Prior to admission to the program, students must successfully complete a WorkKeys Assessment or submit college transcripts. To schedule an assessment, call 586.498.4130. Prior to internship placement, students must pass a criminal background check, drug screening, TB test, immunization titers, and purchase a uniform at their own expense. For information, contact 586.226.4807 or wojcikk@macomb.edu.

Professional Pharmacy Technician  HLTH-8005F

Acquire the knowledge and skills to become a professional pharmacy technician by studying pharmacy practice methods, pharmacology, dosage calculations, and other important skills necessary to assist pharmacists in our drug distribution system. Traditional and non-traditional sections of practice including ambulatory pharmacy, institutional pharmacy, home infusion therapy, long-term care pharmacy, and managed care will be explored. Web-based learning will enhance classroom lectures. Prior to class, complete the Introduction to ANGEL at MyMacomb or https://macomb.angellearning.com. Text required. (96 Contact Hours)
32445 T 5/1/15-7/24/15 6:00 PM-9:55 PM  $1,195 R168 Valentine, D.
And F 5/8/15-7/21/15 6:00 PM-9:55 PM  R168

https://macomb.angellearning.com
Pharmacy Technician Internship  HLTH-8015A
Prerequisite: HLTH-8005F
Participate in a 100-hour-minimum unpaid internship. (100 Contact Hours)
32457 ............... 7/27/15-10/12/15 ............... * ........... $199 ......OFF ......OFF ................. Saullo, K.

Pharmacy Technician Certification Exam (PTCB) Preparation  HLTH-8104
Michigan's Pharmacy Technicians must now be licensed! Acquire the knowledge and skills needed to prepare for successful completion of the PTCB exam. Practice study skills and test taking strategies. Understand pharmacy law, basic pharmacology, math review, and pharmacy calculations. You will take several practice exams during the course to better prepare yourself for the actual exam. Text required. (18 Contact Hours)
32458 ....Sa........... 9/9/15-6/13/15 ........... 9:00 AM-11:55 PM ...$199 ......CTR ......R164 .................. Valentine, D.
32460 ....Sa........... 7/11/15-8/22/15 ........... 9:00 AM-11:55 AM ...$199 ......CTR ......R180 .................. Valentine, D.

PHLEBOTOMY
Learn to do a perfect venipuncture and your skills will be in demand! This course can lead to full time work as a phlebotomist or enhance your resume as a multi-skilled health care worker. Upon successful completion, students will receive a Workforce and Continuing Education certificate and be prepared to take the nationally recognized American Society for Clinical Pathology (ASCP) exam for Phlebotomy after one year's experience. More information about the exam can be found at www.ascp.org. Prior to internship placement, students must pass a criminal background check, drug screen, TB test and immunization titers, and purchase a uniform at their own expense. For information, contact 586.226.4807 or wojcikk@macomb.edu.

Phlebotomy  HLTH-8001C
Gain knowledge and skills to work as a phlebotomist in medical facilities. Learn beginning phlebotomy, while obtaining laboratory practice. Perform a minimum of 100 venipunctures. Enroll in internship. Text required. (40 Contact Hours)
32463 ....T .............. 5/5/15-7/7/15 ........... 5:30 PM-8:55 PM ..$1,300 ......CTR ......R180 ...................... Saullo, K.
32465 ....T .............. 7/28/15-9/29/15 ........... 5:30 PM-8:55 PM ..$1,300 ......CTR ......R180 ...................... Saullo, K.

Phlebotomy Internship  HLTH-8021B
Corequisite: HLTH-8001C
Participate in an 80/120-hour unpaid internship for three continuous weeks, full-time, day shift only. (80 Contact Hours)
32464 ............... 7/8/15-8/5/15 ................... * ........... $179 ......OFF ......OFF ................. Saullo, K.
32466 ............... 9/30/15 ................... * ........... $179 ......OFF ......OFF ................. Saullo, K.

LABORATORY ASSISTANT
Do you love science? Laboratory Assistants combine the art of Phlebotomy with the beginning knowledge and skills used to assist medical lab professionals in clinical laboratories found in hospitals, out-patient clinics, and processing centers. Upon successful completion, students will be awarded a Workforce and Continuing Education certificate and be prepared to take the nationally recognized American Society for Clinical Pathology (ASCP) exam for Phlebotomy. Students must complete HLTH-8010A and HLTH-8001C prior to enrolling in HLTH-8106 and HLTH-8107. Prior to internship placements, students must pass a criminal background check, drug screen, TB test and immunization titers, and purchase a uniform at their own expense. For information, Contact 586.226.4807 or wojcikk@macomb.edu.

Medical Terminology  HLTH-8010A
Develop a medical vocabulary through a word building system of prefixes, suffixes, root words, and combining forms. Build, identify, and understand appropriate medical terms. Text Required. (48 Contact Hours)
32474 ....M .............. 5/4/15-7/13/15 ........... 5:30 PM-10:25 PM ...$295 ......CTR ......R164 ...................... Klomp, B.
32475 ....Th .............. 5/7/15-7/23/15 ........... 6:00 PM-9:55 PM ..$295 ......SOU ......H215 ...................... Howard, A.
32476 ....T .............. 8/2/15-8/18/15 ........... 8:00 AM-11:55 AM ..$295 ......SOU ......H202 ...................... Howard, A.

Phlebotomy  HLTH-8001C
Gain knowledge and skills to work as a phlebotomist in medical facilities. Learn beginning phlebotomy, while obtaining laboratory practice. Perform a minimum of 100 venipunctures. Enroll in internship. Text required. (40 Contact Hours)
32463 ....T .............. 5/5/15-7/7/15 ........... 5:30 PM-8:55 PM ..$1,300 ......CTR ......R180 ...................... Saullo, K.
32465 ....T .............. 7/28/15-9/29/15 ........... 5:30 PM-8:55 PM ..$1,300 ......CTR ......R180 ...................... Saullo, K.

Phlebotomy Internship  HLTH-8021B
Corequisite: HLTH-8001C
Participate in an 80/120-hour unpaid internship for three continuous weeks, full-time, day shift only. (80 Contact Hours)
32464 ............... 7/8/15-8/5/15 ................... * ........... $179 ......OFF ......OFF ................. Saullo, K.
32466 ............... 9/30/15 ................... * ........... $179 ......OFF ......OFF ................. Saullo, K.

Ready to earn a degree or certificate? Start now!
Fall classes begin August 24.
Go to www.macomb.edu for more information.
Laboratory Assistant Internship  HLTH-8107
Participate in an 80-hour unpaid internship in a clinical laboratory.
Will be offered Fall 2015

HEALTH AND WELLNESS

Tai Chi  FTNS-8018E
Maintain healthy joints and live with arthritis with the flowing sequence of graceful, agile movements from Sun-style Tai Chi, a gentle ancient Chinese discipline. Experience reduced pain and stiffness, improved memory and focus, increased muscle strength, and less stress. Taught by an Arthritis Foundation trained and certified leader. (6 Contact Hours)

Tai Chi Advanced  FTNS-8020E
This course reviews the beginner movements and introduces the next 6 advanced movements of Sun-style Tai Chi. Reinforce the power of focus as participants embrace the slow, graceful movements and controlled breathing techniques to reduce pain, stiffness, and fatigue. Experience improved energy, well-being, and Qi, the life energy that is essential for health and vitality and governs all functions of the body. Taught by an Arthritis Foundation trained and certified leader. (6 Contact Hours)

INSTRUCTOR TRAINING

Instructor Certification  CMGT-8040
Practice teaching tools and sharpen presentation skills in a fun and interactive environment. Participants are certified upon successful completion. Tuition includes 5 days of training, certification, books, and DVD of final presentation. Lunch is provided. (40 Contact Hours)

Instructional Designer Certification  CMGT-8052
Learn instructional design process including: analysis, design, development, and evaluation of course materials. Participants certified upon successful completion of instructional design deliverables. Tuition includes 5 days of training, certification, books, follow-up feedback, and communication. This program requires 6 weeks of post-work. Lunch is provided. (40 Contact Hours)

Strengthen your business. Improve your workforce.

Customized Workforce Training

Did you know Macomb Community College can assist your organization with its training needs?
We provide both standardized and customized training that can be delivered to your entire team, locally or globally, and at your place or ours.
From Small Startups to Fortune 500 Companies, Macomb offers innovative industrial and technical training programs that improve performance and increase profitability.

For more information: 586.498.4100 • workforcedev@macomb.edu
JEWELRY

JEWELRY TRADES CERTIFICATE

The Certificate in Jewelry Trades consists of the following 8 courses: Jewelry Repair-Bench Skills I, Jewelry Repair-Bench Skills II, Gemstone Identification, Gemology-Instrumentation, Buying & Selling Precious Metals, Diamond Study, Gemology-Colored Stones, and Lapidary and Cabochon. Classes may also be taken individually. For information, contact the program coordinator at 586.498.4100 or corbettv@macomb.edu.

Jewelry Repair-Bench Skills I  JEWL-8015
Focus on tools, safety issues, and basic jewelry metalsmithing and stone setting practices. $20 material fee payable to instructor at first session. (24 Contact Hours)
32190 .......... W .................... 7/13/15 - 8/15/15 ....... 6:00 PM-8:55 PM ........ $199 .......... MTEC .... 116 ....................... Gould, D.

Jewelry Repair-Bench Skills II  JEWL-8016
Gain knowledge of chain repair, riveting, head and prong replacement, prong tipping, and post soldering. $20 material fee payable to instructor at first session. (24 Contact Hours)
32191 .......... W .................... 8/10/15 - 9/2/15 ....... 6:00 PM-8:55 PM ........ $199 .......... MTEC .... 116 ....................... Gould, D.

Gemstone Identification  JEWL-8014A
This hands-on mini-workshop is designed to reveal the history and nature of gemstones: where they are found, how they are cut, what colors to expect, and what to look for when purchasing a stone. (6 Contact Hours)
32195 .......... T .................... 5/26/15 - 6/2/15 ....... 6:00 PM-8:55 PM ........ $49 ........ SOU .... T134 ........................ Vicary, J.

Gemology Instrumentation  JEWL-8019
Learn to use authentic gemological equipment. Explore the color and nature of gemstones and challenge yourself by examining and identifying a variety of gemstones. (24 Contact Hours)

Buying & Selling Precious Metals  JEWL-8021A
Gain hands-on experience identifying, evaluating, testing, and appraising precious metals. (12 Contact Hours)
32192 .......... T .................... 8/4/15 - 8/25/15 ....... 6:00 PM-8:55 PM ........ $99 ........ SOU .... T134 ........................ Caims, S.

Diamond Study  JEWL8022A
A hands-on workshop to help you become acquainted with the four Cs: cut, clarity, color, and cost. Bring your own diamonds for analysis. Discuss diamond mining, processing, sorting, and more. (9 Contact Hours)
24872 .......... T .................... 5/5/15 - 5/19/15 ....... 6:00 PM-8:55 PM ........ $99 ........ SOU .... S135 ........................ Vicary, J.

Lapidary & Cabochon  JEWL-8025
Learn how to cut and polish gemstones for jewelry making. Equipment and safety issues will be introduced. Wear old clothes, safety goggles, and a dust mask. $20 stone fee payable to instructor at first session. (27 Contact Hours)
32200 .......... F .................... 6/19/15 - 8/21/15 ....... 6:00 PM-8:55 PM ........ $199 .......... SOU .... T153 ........................ Caims, S.

Faceting  JEWL-8026
Learn how to transform a rough crystal into a faceted stone suitable for jewelry. This is a hands-on workshop with step-by-step instructions. $50 lab fee payable to instructor at the first session. Class size is limited. (18 Contact Hours)
32193 .......... F .................... 5/8/15 - 6/12/15 ....... 6:00 PM-8:55 PM ........ $150 .......... SOU .... T134 ........................ Russell, S.

LANDSCAPE

ENVIRONMENTAL HORTICULTURE CERTIFICATE

The Environmental Horticulture Certificate consists of seven courses: Basic Horticulture/How to Grow Plants; Plant Healthcare; Plant ID and Use I: Trees; Plant ID and Use II: Shrubs; Plant ID and Use III: Perennials and Groundcovers; Pruning Workshop; and Turfgrass Management. Classes can be taken individually or as part of the certificate program. For information, contact the program coordinator at 586.498.4100 or corbettv@macomb.edu.

Basic Horticulture/How to Grow Plants  LAND-8020A
Discover the basics of how plants grow, their relationship with the soil, their water and nutrient needs, and how they respond to the surrounding environment. The “Right Plant Right Place” sustainable philosophy will be explored. (18 Contact Hours)
32394 .......... W .................... 6/3/15 - 7/15/15 ....... 6:00 PM-8:55 PM ........ $259 .......... SOU .... E211 ........................ Staff

Plant ID & Use 3 - Perennials and Groundcovers  LAND-8023
Familiarize yourself with the most commonly used perennials and ground covers in the landscape, their identifying characteristics, and cultural requirements. (12 Contact Hours)
32395 .......... W .................... 5/6/15 - 5/27/15 ....... 6:00 PM-8:55 PM ........ $189 .......... SOU .... G209 ........................ Staff

Pruning Workshop  LAND-8024
Learn the art and science of proper plant pruning and its direct relationship to a healthy plant in this hands-on class. Sustainable methods will be discussed. (9 Contact Hours)
32396 .......... W .................... 7/15/15 - 7/29/15 ....... 6:00 PM-8:55 PM ........ $139 .......... SOU .... M108 ........................ Staff
The Motorcycle Rider and Safety Education program is conducted with Michigan Safety Education funds from a state grant administered by the Michigan Secretary of State. Bring to the first riding session of all motorcycle safety classes the following required equipment: protective eyewear (glasses or goggles), helmet, boots, gloves, long sleeved shirt or jacket, long pants, and rain gear (if needed). You are required to be on time and attend all sessions. You will not be admitted to class if you are late. Students under the age of 18 are allowed to take the Basic Rider or the Returning Rider Basic Rider courses starting at age 15 if they have a valid driver’s license number. A parent or guardian must accompany the student to the first class meeting; parent signatures are required on some documents.

For information, Contact motorcycle@macomb.edu.

Motorcycle Basic Rider Course OPEN CYCL-8013B
This course is designed for participants that have minimal experience operating a motorcycle. This course will focus on the development of basic riding skills: clutch and throttle coordination, straight-line riding, braking, turning and shifting. Successful completion of this course and its knowledge and skills test, which consists of approximately 16 hours of classroom and hands-on riding instruction, will result in a riding test waiver by the Secretary of State. Prerequisite: Ability to ride a bicycle. (16 Contact Hours)

32492...F...........5/15/15-5/15/15.......5:45 PM-9:55 PM.....$25.......SOU......S101........................Wilson, R.
And SaSu...........5/16/15-5/17/15.......8:00 AM-7:55 PM........SOU......S101

32493...F...........6/26/15-6/26/15.......5:45 PM-9:55 PM.....$25.......SOU......S101........................Wilson, R.
And SaSu...........6/27/15-6/28/15.......8:00 AM-7:55 PM........SOU......S101

eCourse Motorcycle Basic Rider Course CYCL-8016
REQUIREMENT: Must have a valid email on file with the College. Must complete eCourse prior to your class start date and bring the certificate of completion, along with your riding gear, to the first class session. Link to the eCourse will be distributed by the College via email at least 1 week prior to the start date of your class. The eCourse will provide students with the basic classroom knowledge to begin riding a motorcycle. Designed for participants that have minimal experience operating a motorcycle. The course will focus on the development of basic riding skills: clutch and throttle coordination, straight-line riding, braking, turning and shifting. Successful completion of this course and its knowledge and skills test, which consists of approximately 16 hours of classroom and hands-on riding instruction, will result in a riding test waiver by the Secretary of State. Prerequisite: Ability to ride a bicycle. (16 Contact Hours)

31578...F...........5/1/15-5/1/15.......5:45 PM-9:55 PM.....$25.......SOU......S101........................Wilson, R.
And SaSu...........5/2/15-5/2/15.......8:00 AM-7:55 PM........SOU......S101

32490...F&MWTWF...5/18/15-5/22/15.......5:30 PM-9:25 PM.....$25.......SOU......S101........................Wilson, R.

And SaSu...........5/30/15-5/31/15.......8:00 AM-7:55 PM........SOU......S101

31580...F...........6/12/15-6/12/15.......5:45 PM-9:55 PM.....$25.......SOU......S101........................Wilson, R.
And SaSu...........6/13/15-6/14/15.......8:00 AM-7:55 PM........SOU......S101

32486...F...........7/10/15-7/10/15.......5:45 PM-9:55 PM.....$25.......SOU......S101........................Wilson, R.
And SaSu...........7/11/15-7/12/15.......8:00 AM-7:55 PM........SOU......S101

32489...F...........7/17/15-7/17/15.......5:45 PM-9:55 PM.....$25.......SOU......S101........................Wilson, R.
And SaSu...........7/18/15-7/19/15.......8:00 AM-7:55 PM........SOU......S101

Returning Rider Basic Rider CYCL-8002
This course is designed for the experienced but unlicensed rider to become licensed and legal. Many experienced, licensed riders use this course as a refresher and skills tune-up. Topics include: braking, counter-steering, turning, speed judgment, and other techniques necessary for the experienced rider to operate a motorcycle skillfully and safely. Each student must provide his or her own motorcycle. Scooters will be allowed in this class. Sharing is not allowed. The cycle must be titled, properly registered, and display a valid license plate. Each student must provide proof of insurance, and the bike must pass a safety inspection. Successful completion allows a student to waive the Secretary of State riding skills test. (8 Contact Hours)

31623...SaSu...........5/9/15-5/9/15.......8:00 AM-5:55 PM.....$25.......SOU......S144........................Wilson, R.

32494...F&M...........6/8/15-6/9/15.......5:30 PM-9:25 PM.....$25.......SOU......S144........................Wilson, R.

32495...Su...........6/14/15-6/14/15.......8:00 AM-5:55 PM.....$25.......SOU......M107........................Wilson, R.

32496...SaSu...........7/11/15-7/11/15.......8:00 AM-5:55 PM.....$25.......SOU......M107........................Wilson, R.

Advanced Rider Course CYCL-8011
This course is designed to be low-risk, effective, and enjoyable with classroom and on-cycle activities. There will be small group interactive discussions and range practice consisting of basic controls, stopping, turning, swerving, and riding interaction skills. Participants MUST furnish their own street-legal cycle, riding gear, proof of cycle endorsement, and proof of insurance. Cycle must pass a safety inspection. You MUST provide your own protective eyewear (glasses or goggles), helmet, boots, full-finger gloves, long sleeved jacket or shirt, long pants, and rain gear if needed. (8 Contact Hours)

32497...Su...........5/17/15-5/17/15.......9:00 AM-5:55 PM.....$25.......SOU......S144........................Wilson, R.

32498...F&W...........5/26/15-5/27/15.......9:00 AM-5:55 PM.....$25.......SOU......P155........................Wilson, R.

32500...F&M...........6/7/15-6/7/15.......9:00 AM-5:55 PM.....$25.......SOU......M107........................Wilson, R.

32501...F&W...........6/10/15-6/11/15.......5:00 PM-8:55 PM.....$25.......SOU......P155........................Wilson, R.

32502...Sa...........6/20/15-6/20/15.......9:00 AM-5:55 PM.....$25.......SOU......M107........................Wilson, R.
PHOTOGRAPHIC ARTS CERTIFICATE

The Certificate in Photographic Arts consists of six courses: Digital Fundamentals; Principles of Photography; Travel Photography; Digital Black & White; Portraiture; and Photoshop for Photographers. Please note Photoshop Elements I or II may be taken in lieu of Photoshop for Photographers. Bring your camera to all classes and please make note that field trips will replace class hours on occasion. Students will be invited to participate in a student exhibit, showcasing their works. For information, contact the program coordinator at 586.498.4100 or corbettv@macomb.edu.

Digital Fundamentals  PHOT-8003B
Discover the joy of digital photography. Improve your knowledge of digital cameras, menus, and controls. Learn the different file formats and image resolution choices for printing, email, or posting to a website. Develop a working knowledge of how to download and edit your photographs. (15 Contact Hours)
32329...Th..................5/4/15-6/8/15...........6:00 PM-8:55 PM.....$199........CTR.......H214..................Zychowski, J.
32330...T.................5/5/15-6/2/15...........6:00 PM-8:55 PM.....$199........MTEC .... 123........................Zychowski, J.

Principles of Photography  PHOT-8006C
It is strongly recommended that students register for Digital Fundamentals before taking the other photography courses in this program. Improve film and digital images. Understand the fundamentals of composition, light, and movement and become comfortable using your camera menus and controls. Develop your own style and discover why some photographers are consistently better than others. (15 Contact Hours)
32480...Th..................6/15/15-7/20/15..........6:00 PM-8:55 PM.....$199........CTR.......H214..................Zychowski, J.
32481...T.................6/16/15-7/21/15...........6:00 PM-8:55 PM.....$199........MTEC .... 123........................Zychowski, J.

Travel Photography  PHOT-8011C
It is strongly recommended that students register for Digital Fundamentals before taking the other photography courses in this program. Preserve your never-to-be-revisited scenes and rekindle memories of a wonderful adventure. Learn what equipment to bring and how to capture the spirit of all that you visit. Discover the best composition techniques for photographing cityscapes and landscapes. (15 Contact Hours)
32340...Th.................5/7/15-6/4/15...........6:00 PM-8:55 PM.....$199........MTEC .... 123........................Zychowski, J.

PHOTOGRAPHY

Photoshop Elements I  PHOT-8024A
It is strongly recommended that students register for Digital Fundamentals before taking the other photography courses in this program. Crop, fine-tune, contrast, correct exposure, adjust color, remove red-eye, and more! (15 Contact Hours)
32332...W...................5/6/15-6/3/15...........6:00 PM-8:55 PM.....$199........CTR......H214..........Zychowski, J.

Photoshop Elements II  PHOT-8029A
It is strongly recommended that students register for Digital Fundamentals before taking the other photography courses in this program. Remove small blemishes, repair scratches, eliminate unwanted objects, retouch landscapes and portraits, replace backgrounds, and restore old photographs. (15 Contact Hours)
32333...W...................6/17/15-7/22/15..........6:00 PM-8:55 PM.....$199........CTR......H214..........Zychowski, J.

Creative Lighting for Photography  PHOT-8032A
This course is intended as a basic introduction to the principles of lighting. Students will discover what factors influence lighting and will have the opportunity to explore the effects of lighting on a composition. We will learn how to create a mood, the most advantageous way to present your subject, how to add lighting, and how to make the best use of existing light. (15 Contact Hours)
32499...Th..................6/18/15-7/23/15...........6:00 PM-8:55 PM.....$199........MTEC .... 123........................Zychowski, J.

QUALITY AND LEAN MANAGEMENT PROCESSES

This program is designed to provide skills in problem solving, quality improvement, waste reduction, and other areas that assist employers in implementing process improvements in their organizations. Students will obtain skills needed to strengthen their technical knowledge base and gain a competitive edge to assist employers at every organizational level.

Blueprint Reading and GD&T  CGDT-8001A
This course covers the basic terms of interpreting blueprint drawings and the fundamentals of GD&T. Students will be able to understand the six primary views of an object and understand all symbol notes, dimensions, and tolerances used with GD&T concepts. (16 Contact Hours)
32263...MTEC........6/8/15-6/9/15...........8:00 AM-4:25 PM.....$495........MTEC .... 124............................ Staff

Problem Solving  CMGT-8021
This hands-on course describes the tools, methods, and practices needed to permanently eliminate chronic and/or difficult-to-resolve problems. Students will use the techniques provided to investigate and propose solutions for actual problems selected by the organization, or communicated through their customers. Team problem solving concepts used by the automotive community will be emphasized. (12 Contact Hours)
32266...WTh........6/17/15-6/18/15...........8:30 AM-2:55 PM.....$395........MTEC .... 123............................ Staff
Measurement System Analysis  
CQLY-8008
Focus on the fundamentals of MSA/GRR in both average (short) and average range (long) methods. Other analytical methods for attribute gauges and ANOVA will be discussed. Participants should be quality personnel or others responsible for implementation and proper conduct of MSA/GRR. (8 Contact Hours)
32271...W.............5/27/15-5/27/15 .........8:00 AM-4:25 PM....$295..........MTEC .... 124.............................Staff

ISO/TS 16949:2009 Internal Auditor  
CQLY-8013
For those personnel who have been identified as Internal Auditors for the companies’ ISO/TS 16949:2009 Quality Management Systems, this workshop covers all the coursework described in “Understanding ISO/TS 16949:2009” with the addition of workshop and activities centered on the ISO 19011:2009, the guideline for Management System Auditing. (24 Contact Hours)
32269...MTW...........7/20/15-7/22/15 ........8:00 AM-4:25 PM....$749..........MTEC .... 124.............................Staff

PPAP (Production Part Approval Process)  
CQLY-8023
Learn the PPAP (Production Part Approval Process) and how to apply the voice of the customer (needs/wants/expectations). This course will give the participant a general understanding of the PPAP with emphasis on customer satisfaction. This course is designed to show the participant how to build a PPAP based on facts and data and how to submit it to the customer. (8 Contact Hours)
32272...M ............6/29/15-6/29/15 ........8:00 AM-4:25 PM....$295..........MTEC .... 138.............................Staff

APQP - Advanced Product Quality Planning  
CQLY-8025
Focus on the implementation and execution of APQP (Advanced Product Quality Planning) processes. APQP is a structured method of defining and establishing the steps necessary to ensure that a product satisfies the customer’s needs. Effective product quality planning depends on a company’s top management’s commitment to the effort required in meeting customer specifications. (8 Contact Hours)
32267...M ............6/22/15-6/22/15 ........8:00 AM-4:25 PM....$295..........MTEC .... 106.............................Staff

FMEA  
CQLY-8029
Focus on how FMEAs should be used during product and process development to identify function, potential failure of that function, effect of that failure, current controls to prevent failure, and prioritization of recommended actions. Participants should be Product and Process Designers and Engineers and others who will support the process, such as quality and management personnel. (8 Contact Hours)
32268...W ............5/20/15-5/20/15 ........8:00 AM-4:25 PM....$295..........MTEC .... 123.............................Staff

5-S Workshop  
CQLY-8081
Understand the basics of the 5S Methodology: Sorting, Simplifying, Systematic Cleaning, Standardizing, and Sustaining. Review examples of case study information for each of the 5Ss. (8 Contact Hours)
32275...W ............6/9/15-6/3/15 ........8:00 AM-4:25 PM....$295..........MTEC .... 124.............................Staff

AS9100c:2009 Management Overview  
CQLY-8138
This 4-hour course is intended for top and middle management personnel who will be making the initial decisions and supporting the implementation of AS9100:2009. This course is also useful for anyone who wants to gain a general understanding of the standard and its basic requirements. (4 Contact Hours)
32274...M ............8/10/15-8/10/15 ........8:30 AM-12:25 PM....$250..........MTEC .... 124.............................Staff

SPC - Basic  
CSPC-8005
Learn the fundamentals of the planning, collection, and analysis of product and process data using variable control charts (Xbar & R) and process capability (Cpk,Ppk) calculations. Participants should be quality personnel or others responsible for the identification and implementation of product and process control. (8 Contact Hours)
32276...W ............6/10/15-6/10/15 ........8:00 AM-4:25 PM....$295..........MTEC .... 124.............................Staff

REAL ESTATE
Real Estate Fundamentals  
RLST-8004
Designed to provide the information necessary to pass the PSI Salesperson’s License exam and gain a better understanding of the business. Instruction includes practice exams, diagnostics, strategies, and helpful examples. (40 Contact Hours)
32521...MW ............6/1/15-7/1/15 ........6:00 PM-9:55 PM....$289..........CTR .... A131.. NCI ASSOCIATES, LTD.

SOLDERING STANDARDS
This program is designed to provide soldering skills to understand electronic assembly requirements along with the accept/reject criteria for handling electronic assemblies and rework based on IPC (Interconnecting and Packaging Electronic Circuits) standards. All classes are taught by an IPC Certified instructor. Upon successful completion of course and exam, students will become IPC certified in the particular class taken.
WRITING

Manuscript Development WRIT-8022
This class will provide guidance on manuscript construction—beginning, middle and end. Title creation, outline format, character development, and plot construction will be discussed. In-class writing assignments will focus on objectives to complete the manuscript. (3 Contact Hours)

Creative Thinking for Writers WRIT-8039
Learn strategies to eliminate mental blocks for writers. Discover improved brainstorming abilities and thought expansion techniques to develop organized thinking and improved creative writing for fiction, non-fiction, poetry, business and personal composition. (3 Contact Hours)
32596.....M............6/22/15-6/22/15..........3:00 PM-5:55 PM.....$49.........SOU......E311..........................Burke, J.

Novel Writing: Unmask the Story Within You WRIT-8045
This class will present an overview of the initial stages of the writing process and techniques for creating a story. "Novel Writing" is designed with useful tools to motivate and inspire writers to write. (3 Contact Hours)
32599.....M.............5/18/15-5/18/15..........3:00 PM-5:55 PM.....$49.........SOU......E311..........................Burke, J.

Technical Writing WRIT-8046
This class is designed to allow maximum flexibility to focus on the communication process and problem solving techniques of technical writing. Learn and demonstrate practical skills and a user-friendly writing style for technical and career writing. (3 Contact Hours)

Write, Publish, Market Books for Beginners WRIT-8047
This class is a basic overview for the novice writer to discover and explore the process of completing a manuscript, editing, and publishing the work. It also covers the professional attitude needed to revise the manuscript. (3 Contact Hours)

Memoir: A Novice Approach to Write About Your Life WRIT-8048
This class is a novel approach to tell your story. Techniques and methods are emphasized during the writing process to enhance the craft of memoir. Students discuss true-life stories and examine the basic elements of writing memoir. (3 Contact Hours)
32607.....M.............6/15/15-6/15/15..........3:00 PM-5:55 PM.....$49.........SOU......E311..........................Burke, J.

A Novice Approach to Short Story Writing WRIT-8049
This class is an overview of the basic stages for creating a short story. Useful skills will motivate and inspire writers to write. The instructional strategy includes: brainstorming, creating characters, developing conflict, and setting the scene. (3 Contact Hours)

How to Write a Book in 30 Days WRIT-8050
This class is an overview of how to get started and finish writing a book. Students will understand the process and develop useful skills which will motivate and inspire new authors to begin and to accomplish their goal of writing a book. Handout and three sample books are included in the price of this course. (2.5 Contact Hours)
32609.....T..........6/16/15-6/16/15..........6:00 PM-8:25 PM.....$79........CTR......A131..........................Staley, D.
REGISTRATION
Online registration opens Thursday, March 26 at 8:00 AM. On-campus registration opens Monday, April 6 at 8:00 AM. We suggest you register for class at least one week before it begins to assure you get a seat before classes fill; however, you can register until the day class begins.

2 EASY WAYS TO REGISTER FOR CLASSES
1) Online: Go to www.macomb.edu. New students click on Business and Community; click on Register for Continuing Education Classes. Returning students click on My Macomb.
2) Walk in: Open Monday and Tuesday 8AM-6PM (Closed Monday, May 25). Open Wednesday to Friday 8AM-4:30PM (Closed Friday, July 3).
South Campus, G Bldg, Rm. 301; Center Campus, G Bldg, Rm. 110. For registration assistance, call 586.445.7999.

CERTIFICATE REQUESTS
Upon successful program completion: request your certificate by contacting:
• Business & Information Technology: continuinged@macomb.edu
• Engineering & Advanced Technology: 586.498.4100
• Health & Public Services/Center for Health Careers: 586.226.4807

SPONSORED BILLING
• Financial Services will bill tuition and fees to approved parties such as Michigan Works, Michigan Rehabilitation, or Tuition Assistance Programs. Authorization must be submitted prior to or at the time of registration: 586.445.7492 or sponsoredbilling@macomb.edu.

CONTINUING EDUCATION UNITS (CEUs)
• This is a nationally recognized standard unit of measure for substantive learning experiences. One CEU is equal to 10 instructional hours.

FINANCIAL AID
• Financial Aid is not available for WCE classes but you may be eligible for funds from Michigan Works!, Vocational Rehabilitation, Veterans Administration or Tuition Assistance. You will need to contact the service provider to find out more.

REFUND POLICY
• 100% refund if Macomb WCE cancels class.
• 100% refund if student drops class PRIOR to the start date.
• 0% refund if student drops class ON the start date.
• 0% refund thereafter.
• Special Circumstances: Students who must withdraw from a class on or after the class start date due to hospitalization, accidental injury, prolonged illness, mandatory shift change at student’s place of full-time employment (does not include mandatory overtime), mandatory move of employment which necessitates a change of residency (does not include new employer), military deployment, or other reason deemed appropriate by the department dean or director, may receive a 100% refund. Requests for special circumstances must be made in writing with supporting documentation to the Program Coordinator.

SCHOOL CLOSING
• Call 586.445.7800, or go to www.macomb.edu.

STUDENTS WITH SPECIAL NEEDS
• Call 586.445.7420 (South Campus) or 586.286.2084 (Center Campus) at least 3 days prior to the class start date to request services.

TEXTBOOKS
• If your class is at Center—Call 586.286.2093 or go to Center Campus P Bldg.
• If your class is at any other location (including online)—Call 586.445.7385 or go to South Campus K Bldg.

TUITION
• Tuition payment must be made at time of registration.
• Rates are the same for residents of all counties.
• Tuition is different for each class and is listed in this Schedule of Classes.
• Seniors (age 60 & older) will receive a 10% discount, unless otherwise noted.

DISCLAIMER
• Faculty members are not permitted to sell any product or service or espouse any spiritual or religious activity while acting in a Community Education role. Faculty members employed by any commercial vendor must state their occupation and commercial role at the first class meeting. Literature with commercial content and business cards may be made available to participants upon request. Macomb Community College and its administration are not responsible for any activities that take place outside of class between instructor and participants.
Center Campus (CTR) and University Center Place (UCP)
44575 Garfield Road, Clinton Township, MI 48038
Corner of Hall and Garfield Roads
A Bldg • Use Parking Lot 3 off Garfield
B Bldg • Use Parking Lot 3 off Garfield
E Bldg • Use Parking Lot 2 or 3 off Garfield
F Bldg • Use Parking Lot 1 off Garfield
H Bldg • Use Parking Lot 4 off Garfield
K Bldg • Use Parking Lot 4 off Garfield
L Bldg • Use Parking Lot 7 off Hall Road
N Bldg • Use Parking Lot 8 or 10 off Hall Road
R Bldg • Use Parking Lot 10 or 11 off Hall Road
UCP • Use Parking Lot 5B off Garfield

M-TEC (MTEC)
7900 Tank Avenue, Warren MI 48092
Located west of Van Dyke on Tank Avenue (Martin Road). Parking is behind the building.

South Campus (SOU)
14500 E. 12 Mile Road, Warren MI 48088
Between Hayes and Schoenherr
C Bldg • Use Parking Lot 2 off Bunert
D Bldg • Use Parking Lot 2 off Bunert
E Bldg • Use Parking Lot 1 off Bunert
F Bldg • Use Parking Lot 5 off Hayes
G Bldg • Use Parking Lot 2 off Bunert
H Bldg • Use Parking Lot 5 off Hayes
J Bldg • Use Parking Lot 5 off Hayes
K Bldg • Use Parking Lot 5 or 7 off Hayes
M Bldg • Use Parking Lot 8 off Hayes
R Bldg • Use Parking Lot 11 off Martin Road
S Bldg • Use Parking Lot 11 or 12 off Martin Road
T Bldg • Use Parking Lot 12 off Martin Road

Other Locations
Renaissance Fencing 408 Oliver Drive, Troy MI 48084
Kidpreneur HQ 28265 Beck Road, Suite C17, Wixom MI 48393
Kidpreneur at Automation Alley 2675 Bellingham Dr., Troy MI 48083

Hybrid (HYB)
Off Macomb Campuses (OFF)
Online/Virtual (VIR)
Webinar (WEB)

Center Campus, South Campus, and M-TEC maps are available at www.macomb.edu.
Creative Careers provides training opportunities to individuals looking to use artistic talent, creative thinking, and design skills. Offerings include:

- C4K: College for Kids
- Construction
- Entertainment Arts
- Floral Design
- Jewelry Trades
- Landscape Design
- Photography

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