

SANTA CLARA  
**Adult  
Education**  
CLASS SCHEDULE

**SPRING 2018**



Registration begins January 22, 2018  
**[SantaClaraAdultEd.org](http://SantaClaraAdultEd.org)**

# A MESSAGE FROM Educational Options

Dear Community Members,

Welcome to Santa Clara Adult Education! We are excited to ring in a new year filled with continued promise and rich learning opportunities for adult learners. At Santa Clara Adult Education (SCAE) we focus on opening doors to career, college and community interest options for all students. Our focus is to meet the diverse learning needs of our community by offering an impressive menu of classes and programs. Whether you are interested in enrichment classes such as woodworking or swimming, desire career advancement opportunities or want to pursue English as a Second Language courses, SCAE can assist you.

Please consider joining the SCAE community this year by taking a class to explore and hone talents and skills. SCAE Health and Fitness classes promote wellness in individual and group settings. Our Career and Computer classes offer high caliber office skills as well as certification in networking/programming through High Tech Academy. Students seeking a high school diploma or equivalency will find classes here as well. We also offer a research based parent education class that promotes parent child connections.

SCAE offers something for everyone! Our friendly and knowledgeable staff speak Spanish and Vietnamese and can assist you with questions and registration. You may register online, by phone or in person.

***Our Adult Education team looks forward to serving you in 2018!***

Sincerely,

Brenda Carrillo, Ed.D.  
Director of Educational Options

Bienvenidos a la Escuela para Adultos de Santa Clara! Estamos entusiasmados de comenzar un nuevo año lleno de compromisos y oportunidades para todos los que deseen aprender.

El enfoque de la Escuela para Adultos de Santa Clara (SCAE) es abrir puertas hacia una carrera, colegio y opciones de interes para todos adultos en la comunidad. Nuestro enfoque es en llenar las diversas necesidades de aprendizaje de nuestra comunidad al ofrecer un impresionante menú de clases y programas. Ya sea que estén interesados en clases de enriquecimiento como carpintería o de natación. Si deseas la oportunidad de superarte o estás buscando clases de Inglés como segundo idioma, SCAE te puede asistir.

Por favor, considera unirse a la comunidad de SCAE este año al tomar una clase de enriquecimiento o explora y afina tus talentos. Las clases en SCAE de Salud y Estado Físico promueven bienestar en un ambiente individual o en grupo. Nuestras clases de profesión y de computación ofrecen un alto calibre de habilidades de oficina como también certificación de redes y de programación a través de nuestra Academia de Alta Tecnología. Los estudiantes que estén buscando el diploma de la preparatoria o el equivalente también podrán encontrar clases aquí. Además ofrecemos clases de investigación basada en educación para padres que promueve la conexión entre padres e hijos.

SCAE ofrece algo para todos! Nuestro amistoso personal habla español y vietnamita y podrán ayudar respondiendo a preguntas o con la registración. Se puede registrar por línea, por teléfono o en persona.

***Nuestro equipo de la Educación para Adultos esperamos ayudarle y servirle en el 2018.***

Atentamente,

Brenda Carrillo, Ed.D.  
Director of Educational Options

## Santa Clara Unified School District

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Assistant Superintendent  
Human Resources

Andrew Lucia  
Assistant Superintendent  
of School Support and  
District Development

Brenda Carrillo, Ed. D.  
Director  
Educational Options



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Registration Instructions on page 71.



Fully accredited by  
the schools commission of the Western  
Association of Schools and Colleges.

## Key to Class Notations

Day	Time	Site	Date	Sess.	Fee
M	7-10 pm	Rm F1	5/20	6	\$65+
↑	↑	↑	↑	↑	↑
Day	Time	Location	Start Date	No. of Sessions	Fee+ = Lab Fee

# Enrichment Classes

## Send Us a Proposal

*Santa Clara Adult Education program is always looking for new ideas and classes. If you are interested in teaching a class for our Enrichment program, and have professional or teaching experience in your field, we would be interested in reviewing your proposal for future consideration. The broad areas that we look at are content, instructor qualifications and marketability. We are presently looking for instructors/presenters for the following subjects: woodshop, dance, science, environment and social studies. Please email Rachael Peterson (rpeterson@scusd.net) and you will be sent a class proposal form.*

## ART OF WOODWORKING

### **NEW** Self Directed (Open) Woodshop

This open shop is for use by experienced and well-qualified woodworkers. Adult Ed has a fully equipped and maintained woodshop. Two sawstop table saws, 3 band saws, 3 router tables, mortising machine, large planner, 6 + 13 inch joiners horizontal boring machine, 2 heavy duty drill presses, disk sander, spindle sander, 3 tool grinders, 4 large lathes, 4 small lathes, paint room and more! For experienced woodworkers who do not need assistance from instructor.

*The instructor's purpose in this class is to maintain a safe working environment. The instructor may offer advice, but the instructor is not teaching woodworking. You may be observed from time to time and may be asked to stop any work that the instructor deems unsafe.*

**Open Shop:** Please see our website for current dates, times, and fees [www.SantaClaraAdultEd.org](http://www.SantaClaraAdultEd.org)

**Open House and Drop-by Hours:** see website for more details.

### Hand and Basic Power Tools – Part I

This class is perfect for beginners who want to experience using hand tools for repairs around the house and yard. We will also practice the use of basic power tools by making samples of several small items. All material will be furnished. Please wear short sleeved shirts/t-shirts. No open-toed shoes. Women are strongly urged to attend. This class will especially prepare you for our Furniture and Design Class and is highly recommended. Bring a snack for Monday and Saturday's class.

**Instructor:** Scheid

Day	Time	Site	Date	Sess.	Fee
T	6:30-9:30pm	F3	1/30, 2/6	2	\$50
Th	9:30am-3:30pm	F3	3/8	1	\$50

### Hand and Basic Power Tools – Part II

This class expands upon what is learned in Part 1. We will focus exclusively on all the power tools in our workshop; Table saw, band saw, routers and the drill press. These tools make the art of woodworking more efficient, fun and also open up the opportunity to build larger projects. Materials included. Please wear short sleeved shirts/ tee shirts. No open toed shoes. Women are strongly encouraged to attend. Materials provided. Bring a snack for Monday.

**Instructor:** Scheid

Day	Time	Site	Date	Sess.	Fee
T	6:30-9:30pm	F3	3/20, 3/27	2	\$55
Th	9:30am-3:30pm	F3	4/5	1	\$50

### **NEW** Fundamentals of Woodworking

This is a comprehensive entry-level woodworking class for beginners and/or as a refresher for people who have done woodworking in the past. This class will stress wood shop safety and the safe operation of the power tools in the shop. A simple project will be constructed to use 85% of the power tools in the wood shop. This class will prepare you for our Self-Directed Woodshop, and for Joinery classes. More information: call Ward at 408-605-1636.

**Instructor:** Bingham

Day	Time	Site	Date	Sess.	Fee
Sa/Su	8am-4pm	Buc/F3	1/27-1/28	2	\$200
Sa/Su	8am-4pm	Buc/F3	2/10-2/11	2	\$200
Sa/Su	8am-4pm	Buc/F3	3/10-3/11	2	\$200
Sa/Su	8am-4pm	Buc/F3	4/7-4/8	2	\$200
Sa/Su	8am-4pm	Buc/F3	4/28-4/29	2	\$200
Sa/Su	8am-4pm	Buc/F3	5/19-5/20	2	\$200
Sa/Su	8am-4pm	Buc/F3	6/16-6/17	2	\$200
Sa/Su	8am-4pm	Buc/F3	7/14-7/15	2	\$200
Sa/Su	8am-4pm	Buc/F3	8/4-8/5	2	\$200
Sa/Su	8am-4pm	Buc/F3	8/25-8/26	2	\$200

**Attendees to the following classes must wear safety glasses, short-sleeved shirts and covered toes (no sandals or flip-flops). We have safety glasses that can be used or new ones available for \$3.00. For those with dust allergies we will have available dust masks at \$.50 each.**

### Basic Joinery 1

In this 6 hour class you will make several of the most common wood joints used in furniture, cabinets, boxes, and other useful projects. You will make butt joints, edge joints, lap joints, miter joints, biscuit joints, rabbet joints, and dado joints using the table saw, chop saw, and miscellaneous hand tools. Included will be a discussion of more advanced-type joinery including box joints, dovetail, along with mortise and tenon. For questions: [dchecker@sbcglobal.net](mailto:dchecker@sbcglobal.net)

**Instructor:** Hecker

Day	Time	Site	Date	Sess.	Fee
Sa	10am-4pm	BUC/F3	3/17	1	\$100
Sa	10am-4pm	BUC/F3	6/30	1	\$100



# Enrichment Classes



## Basic Joinery 2

In this 6 hour class you will make sliding dovetail joints, mortise and tenon, saddle/bridle, cross lap, half lap miter, glue joints, and pocket screw joints. Power tools including mortising machine, table saw, table router, and miscellaneous jigs and accessories will be used throughout this course.

For questions: [dchecker@sbcglobal.net](mailto:dchecker@sbcglobal.net)

**Instructor:** Hecker

Day	Time	Site	Date	Sess.	Fee
Sa	10am-4pm	BUC/F3	4/14	1	\$100
Sa	10am-4pm	BUC/F3	7/21	1	\$100

## NEW Joinery #3, Box Joints in Wood

Students will learn how to make box joints and finger joints that are used to build small and mid-size joints of substantial strength. Each student will be making several joints on our standard shop jig. Next, we will build a jig for you to take home and use on your own saw. With this jig we will build a box with strong corners. Discussions will be held to show you the assembly, gluing and rough finishing the box. For questions email:

[dchecker@sbcglobal.net](mailto:dchecker@sbcglobal.net)

**Instructor:** Hecker

Day	Time	Site	Date	Sess.	Fee
Sa	9am-3pm	Buc/F3	2/17	1	\$110

## NEW Joinery #4, Dovetail Joints in Wood

The first project will be blind dovetails of the kind you would find in the front of any good-quality sliding drawer. Following this we will switch to another type of jig to build true dovetails. These have good strength and add decorative features as well as strength to the corners of large boxes and cabinets. To accomplish this we will be using both hand-held and table routers. We will be showing samples and discussing other types of manufacturing equipment, as well as hand-cut dovetails. For questions email: [dchecker@sbcglobal.net](mailto:dchecker@sbcglobal.net)

**Instructor:** Hecker

Day	Time	Site	Date	Sess.	Fee
Sa	9am-3pm	Buc/F3	3/24	1	\$115

## NEW Wood Carving - Classical

This class will get you acquainted with tools and techniques of classical wood carving. We will discuss sharpening and maintenance of tools, acquiring materials, setting up a work space and

different wood species suitable for carving. Our project will be an Acanthus leaf in Bas Relief. Wood carving is the perfect antidote for our fast paced, techno society.

**Instructor:** Ross

Day	Time	Site	Date	Sess.	Fee
M	6-10pm	Rm H2	2/26	1	\$45
Sa	10am-2pm	Rm H2	3/17	1	\$45
Sa	10am-2pm	Rm H2	4/28	1	\$45
Sa	10am-2pm	Rm H2	5/12	1	\$45
Sa	10am-2pm	Rm H2	6/16	1	\$45
Sa	10am-2pm	Rm H2	7/21	1	\$45

## NEW Introduction to Finishing

Do you wonder what to do at the last stage of a project — creating the finished surface people see and feel? Finishing is as important as stock selection or joinery, and deserves just as much thought. You've put a lot of effort into building something. Now learn how to protect and show off your project. This class takes you from sandpaper to final finish.

Come prepared to get your hands dirty (actually, we wear gloves). You'll work with several finishes, preparing sample boards that will serve as your references when you're ready to finish your next project. Materials included. For questions email: [dchecker@sbcglobal.net](mailto:dchecker@sbcglobal.net)

**Instructor:** Hecker

Day	Time	Site	Date	Sess.	Fee
Sa	9am-3pm	Buc/F3	5/12	1	\$150

## Build a Krenov Plane

*James Krenov, who passed away several years ago, was a master craftsman and teacher. He established a degree program for professional woodworkers at the College of the Redwoods in Fort Bragg, CA. One of the first student projects there is a wooden finish plane of his design.*

In this class, you will make a similar plane that uses the same iron that Ron Hock developed for Mr. Krenov. We will also discuss plane design and sharpening. Students will need to purchase materials including both wood and a Hock plane iron, and will leave the class with a fully functional finished plane. Materials included.

**Instructor:** Hecker

Day	Time	Site	Date	Sess.	Fee
Sa	9am-3pm	Buc/F3	6/2	1	\$200

# Enrichment Classes

## ART OF WOODWORKING

### Furniture Design and Woodworking

Take advantage of our fully equipped shop. Our shop boasts several table saws including three SawStop Table Saws along with two additional mini-lathes, air-filtration and much more. Learn to safely operate all major tools in the shop along with the assortment of power tools and hand tools used to mill stock for preparation and construction of projects of your choosing. Gain skills and build confidence in woodworking and furniture building along with knowledge needed to select wood you supply for projects selected. No prior experience required, all skill levels welcome. Safe and proper operation of tools and machinery stressed throughout the term.

**Mandatory Attendance:** All new students must attend safety session Tues 2/13 from 6:30-9:30pm. Please call Rachael at 408-423-3525 to reserve you space.

**Registration:** Register early class numbers are limited and classes are extremely popular. **No refunds, transfers or credits. Choose carefully.**

**Instructor:** Zamora, Shortt

Day	Time	Site	Date	Sess.	Fee
T	9am-12pm	BUC/F3	2/27-5/8	10	\$185
W	6:30-9:30pm	BUC/F3	2/28-5/9	10	\$185

#### No Class 4/18

T	6:30-9:30pm	BUC/F3	3/1-5/10	10	\$185
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#### No Class 4/19

### Furniture Design and Woodworking Adv.

Summer session limited to returning students only! Students must have taken Woodshop class at Santa Clara Adult Education. An extension for those who wish to further develop woodworking skills and understanding. Safety procedures and proper operation of tools stressed. Students furnish own materials.

**Registration:** Register for our regular classes in September. Class is limited. **No refunds, transfers, or credits. Choose carefully.** Pre-registration required. Class is 6 weeks only.

**Instructor:** Zamora (T,Th), Shortt (W)

Day	Time	Site	Date	Sess.	Fee
T	9am-12pm	BUC/F1	5/22-6/26	6	\$93
W	6:30-9:30pm	BUC/F1	5/23-6/27	6	\$93
Th	6:30-9:30pm	BUC/F1	5/24-6/28	6	\$93

The following classes are designed for first-time woodworkers. No experience needed, however, experienced woodworkers are welcome.

### Short Courses in Wood Working

Learn basics in each class, which will lead to more complex projects.

### NEW Jewelry Box - Using the Band Saw Intermediate Woodworker

Make a beautiful unique walnut jewelry box with flowing lines. Extensive use of band saw for cutting compound curves. Sanding of radiused surfaces using spindle and drum sander. Edge finishing on router table. Materials included.

**Instructor:** Truhe

Day	Time	Site	Date	Sess.	Fee
M	6:30-10pm	Buc/F3	1/22	3	\$100

### NEW Step Stool/Sitting Bench

This class is perfect for beginners. We will build a simple wooden non-folding step stool. All materials provided. Please wear short sleeved shirt/t-shirt and closed toed shoes. Women strongly encouraged to attend. Learn multi joinery techniques.

**Instructor:** Truhe

Day	Time	Site	Date	Sess.	Fee
M	6-10pm	Buc/F3	2/12	1	\$60

### Cutting Board

We will do all cutting and prep work the first class and put it together in the second class. Learn how to use a tablesaw, miter, planer and jointer. Cutting board material will be walnut and maple laminated together to form a standard-sized cutting board or smaller cutting board with handle that can be used as a serving tray which is food safe. Materials provided. Women strongly encouraged to attend. Learn how to use a table saw, miter, planer and jointer. See sample on website.

**Instructor:** Scheid

Day	Time	Site	Date	Sess.	Fee
M	9:30-11:30am	Buc/F3	3/5,3/12	2	\$60

### Table, Taboret Round

A modern interpretation of an Arts and Crafts style side table with a round maple top and painted legs. Great class for advancing beginner wood-workers to build their skills using the table saw, router table and biscuit joiner. The end product is a beautiful end table to will fit into any décor! Material: Maple top and painted popular legs (21 1/2 inch round top, 25 3/8 inches tall), included.

**Instructor:** Scheid

Day	Time	Site	Date	Sess.	Fee
M	9:30-11:30am	Buc/F3	1/22,1/29	2	\$136

Please keep checking our website at [santaclaraadulted.org](http://santaclaraadulted.org) for updates and new classes.

# Enrichment Classes

## Lathe for Woodworking

Lathes are used to make ornamental items such as bowls, plates, lamps and pieces used in designing fine furniture. You will learn the basics of using a lathe by making 2 slim line pens. You are supplied with all necessary material. Fun, safe and easy to learn.

**Instructor:** Scheid

Day	Time	Site	Date	Sess.	Fee
M	6-10pm	Buc/F3	2/5	1	\$50

## Bookcase, Stickley Simplified

If you ever want to explore the world of Arts and Crafts furniture, this is a great project that uses simple joinery to make a classic Red Oak Stickley style bookcase. Great project for first time builders. Material: 4/4 Red Oak. 38 inches tall, 13 1/2 inches wide and 9 1/4 inches deep, included.

**Instructor:** Scheid

Day	Time	Site	Date	Sess.	Fee
M	9:30-4:30pm	Buc/F3	2/12	1	\$136

## Stool, Child's Stool/Flower Pot Stand

Build a 3-legged stool with a round top. Materials provided. Women strongly encouraged to attend.

**Instructor:** Scheid

Day	Time	Site	Date	Sess.	Fee
M	9:30-12:30pm	Buc/F3	2/26	1	\$45

**Most of the following classes require Intermediate woodworking skills. Please email instructor Larry Truhe to determine your level: [catruhes@sbcglobal.net](mailto:catruhes@sbcglobal.net)**

## NEW Wine Rack

In this class we will be building a small 8 bottle wine rack that can sit on a counter top. Building the project will require an intermediate skill level. Along with the table saw we will be using the jointer, planer, band saw, router table with pattern bits, and pocket screw joinery.

You will learn how to create stylized advanced panel joinery. The wine rack will be made of maple with walnut accents, or for an additional fee you can substitute walnut with a maple accent. The unit will consist of 3 rows of open racks with a solid top shelf. Its overall dimensions are 13 1/2" (W), 19 1/2" (H) and 9" (D). Materials included for the maple option; the walnut version will require an additional \$20 fee, payable at the beginning of the class. Class size is limited to 8 students. Questions: [catruhes@sbcglobal.net](mailto:catruhes@sbcglobal.net). See picture on website.

**Instructor:** Truhe

Day	Time	Site	Date	Sess.	Fee
M	6-10pm	Buc/F3	4/16-4/23	2	\$165

## NEW Finger Joint Keepsake Box

This stylish finger joint jewelry box will make a perfect keepsake gift. Building this small 5 x 8" box with a contrasting material lid will require an intermediate level of woodworking experience. We will be using a finger joint fixture on the table saw to cut the corner joints for this project. Highly figured hardwood materials will be used. Material cost is included in the enrollment fee. Class size will be limited to 10 students. Women are encouraged to enroll. See picture on website.

**Prerequisite:** Intermediate woodworking skills

**Instructor:** Truhe

Day	Time	Site	Date	Sess.	Fee
M	6-10pm	Buc/F3	5/7-5/14	2	\$125

## NEW Wave Cutting Board

This is not like any cutting board you've seen before! An artistic design that will take your woodworking skills to the next level. We start by making a typical maple cutting board and then cut it apart in wave patterns. Then we'll add multiple contrasting thin wood strips of walnut, purple heart, padauk, and cherry and insert them into the wave cutouts. Overall size is approximately 11 x 16 inches. An impressive finished product.

It would be helpful if you've already taken the basic cutting board woodworking class. Beyond the tools required to make a basic cutting board, we'll make extensive use of hand held routers, band saw, router tables, pattern templates, cutting and gluing very thin veneer strips, precision sanding techniques, and very slow set glues. All materials and supplies will be provided. Questions: [catruhes@sbcglobal.net](mailto:catruhes@sbcglobal.net). See picture on website.

**Prerequisite:** Intermediate woodworking skills

**Instructor:** Truhe

Day	Time	Site	Date	Sess.	Fee
M	6:30-9:30pm	Buc/F3	3/5	5	\$160

## NEW Torii Jewelry Box

This stylish Japanese inspired design jewelry box will make a perfect keepsake gift. Building this small 7" long box will require an. Before assembly it will consist of 10 separate pieces each carefully cut to fit together in the final finished product. We will be using a table saw, band saw, mortiser, and sanders in completing this project. Contrasting hardwood materials will be used. Class size will be limited to 10 students. Women are encouraged to enroll. See picture on website.

**Prerequisite:** Intermediate woodworking skills

**Instructor:** Truhe

Day	Time	Site	Date	Sess.	Fee
S	8:30-12:30pm	Buc/F3	2/24	2	\$120

# Enrichment Classes

## FINE ARTS

### Acrylic and Oil Painting

**All levels welcome.** Mini lectures will be given on such topics as color theory, palette organization, composition, and more. Individual instruction and guidance will be given on students' specific projects. A supply list will be discussed the first day of class. Questions? Contact Janine Sahm at [FencingMastersProgram@comcast.net](mailto:FencingMastersProgram@comcast.net).

**Instructor:** Sahm

Day	Time	Site	Date	Sess.	Fee
T	6:30-9:30pm	Rm H2	2/27-5/8	10	\$150
<b>No Class 4/17</b>					

T	6:30-9:30pm	Rm H2	5/22-7/24	10	\$150
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### Drawing – All Levels

All skill levels welcome. Learn the basics of working with graphite (pencil) on paper. The beginning student will learn the fundamentals of composition, perspective, and how to render convincing 3D images using light and shadow. Continuing, and advanced, students will continue to develop the basic skills and have the opportunity to work with new tools, such as conte crayon, silverpoint, charcoal, or pen and ink. A supply list will be discussed the first class meeting. Questions? Contact Janine Sahm at [FencingMastersProgram@comcast.net](mailto:FencingMastersProgram@comcast.net).

**Instructor:** Sahm

Day	Time	Site	Date	Sess.	Fee
M	12:15-2:15pm	Rm H2	2/26-5/7	10	\$110
<b>No Class 4/16</b>					

M	12:15-2:15pm	Rm H2	5/21-7/30	10	\$110
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**No Class 5/28**

### Drawing to Painting

A solid foundation in drawing can lead to more successful painting. Fundamental topics to be covered in class are basic shapes, value, color theory, basic techniques for graphite and painting medium of your choice (watercolor, acrylic and oil), perspective, composition and more. Beginners will start with basic exercises and a directed project. More advanced students will further develop their skills and/or supplement what they already know. Advanced students can also use this class as studio time to work, ask questions, get guidance and to be inspired and supported. Supply list will be discussed the first night of class. If you have questions please email Ms. Sahm at [FencingMastersProgram@comcast.net](mailto:FencingMastersProgram@comcast.net)

**Instructor:** Sahm

Day	Time	Site	Date	Sess.	Fee
Th	6:30-8:30pm	Rm H2	3/1-5/10	10	\$130
<b>No Class 4/19</b>					

Th	6:30-8:30pm	Rm H2	5/24-7/26	10	\$130
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### Oil Painting – For All Levels

Explore the basic techniques of oil painting: color mixing and application. Lots of teacher demonstrations! Landscapes, seascapes and floral painting emphasized. Supply list given 1st day of classes.

**Instructor:** Dixon

Day	Time	Site	Date	Sess.	Fee
M	10am-12pm	Rm H2	3/5-5/14	10	\$110

**No Class 4/16**

M	10am-12pm	Rm H2	5/21-7/30	10	\$110
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**No Class 5/28**

### Watercolor/Pen and Ink

We will explore two mediums – watercolor and pen and ink – both individually and how they can be worked together. Students can work solely in watercolor or pen and ink, or they can combine the mediums. Watercolor techniques, such as dry brush, wet on wet, over washes and texture will be demonstrated and practiced. The possibilities of pen and ink will be explored. You will learn how to make a variety of lines with different materials in order to build rich drawings. Watercolor can be used to tint pen and ink drawings, or pen and ink can be used to enhance and give structure to a watercolor. A supply list will be discussed the first day of class. Questions? Contact Ms. Sahm at [FencingMastersProgram@comcast.net](mailto:FencingMastersProgram@comcast.net).

**Instructor:** Sahm

Day	Time	Site	Date	Sess.	Fee
T	9am-12pm	Rm H2	2/27-5/8	10	\$150
<b>No Class 4/17</b>					

T	9am-12pm	Rm H2	5/22-7/31	10	\$150
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**No Class 7/3**

### Drawing and Watercolor – All Levels

Students will learn the basic skills of drawing and watercolor. Students will explore color mixing and application, composition and detail. Many detailed demonstrations will be provided. We will explore the drawing and watercolor as it applies to seascapes, landscapes and florals. Materials list will be provided at 1st. class.

**Instructor:** Dixon

Day	Time	Site	Date	Sess.	Fee
W	10am-12pm	Rm H2	3/7-5/16	10	\$110
<b>No Class 4/18</b>					

W	10am-12pm	Rm H2	5/23-8/1	10	\$110
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**No Class 7/4**



# Enrichment Classes

## FIBER ARTS

### Indigo Dyeing

Indigo dye, which comes from a plant, is one of the oldest dyes. This natural dye process has long been and still is used in many cultures around the world. The unique qualities of indigo dyeing make it easy to create resist patterns on fabric. Instructor will demonstrate Shibori surface design techniques which can be applied to the blank scarf provided. Bring a dishpan (plastic) for soaking fabric, scissors, needle and thread, seam ripper, apron and lunch for half hour lunch break. Wear clothes for crafting.

**Instructor:** Brown

Day	Time	Site	Date	Sess.	Fee
Sa	9am-3:30pm	Rm I2	2/10	1	\$125

## CRAFTS

### Floral Design

Flower arrangement is a relaxing hobby that can bring a lot of joy. Learn how to make a bouquet or table decoration the way you want it. Be creative and give your friends handmade, unique flower arrangements appropriate for the season. In this course we will learn how to prepare and arrange multiple types of floral material. Each week we will introduce different styles, arranging techniques and the use of various floral accessories. Every lesson will be followed by a practical exercise. Bring your floral knife and floral or pruning shears. Materials included. Any questions email: [weronikalovett@gmail.com](mailto:weronikalovett@gmail.com).

**Instructor:** Lovett

Day	Time	Site	Date	Sess.	Fee
Sa	10am-12:30pm	Rm H2	2/3-2/24	4	\$135
Sa	10am-12:30pm	Rm H2	4/28-5/19	4	\$135

### Floral Design II

If you've taken Floral Design, and want to learn more styles, more advanced techniques and have more fun with flowers, this class is for you. We'll be working on some essential bridal techniques to practice. Bring your floral tools, ideas and enthusiasm. Materials included. Any questions email: [weronikalovett@gmail.com](mailto:weronikalovett@gmail.com).

**Instructor:** Lovett

Day	Time	Site	Date	Sess.	Fee
Sa	10am-12:30pm	Rm H2	3/17-3/31	3	\$102

### Mosaic Garden Gazing Ball

This is a chance to design a beautiful and one of a kind garden piece. Your base will be a bowling ball and you will use a variety of mosaic materials. You will also learn to cut glass and tile, break plates, grout and seal your project. Class size is limited to 8 students. Materials fee is \$40 paid in class.

**Instructor:** Morales

Day	Time	Site	Date	Sess.	Fee
W	6:30-9pm	Rm H2	3/7-4/4	5	\$95

## NATURAL SCIENCE

### NEW Astronomy for Beginners

Fascinated and perplexed by the night sky? Want to know more about what you are seeing? Then this class is for you! In this class, we will explore astronomy and learn about objects in the solar system and amazing astronomical events that occur on a regular basis. You will develop a richer, deeper appreciation and understanding of the night sky and be able share your learnings with family and friends.

We will cover observational astronomy, which will allow you to identify objects in the sky, understand the phases of the moon, why we have seasons, how the sun shines and what you should expect to see with binoculars and telescopes. Materials Fee \$5 payable to instructor for an electronic version (USB flash drive) of the class presentation and related materials.

**Instructor:** Mishra

Day	Time	Site	Date	Sess.	Fee
T	6-9pm	D6	1/23	1	\$45

## SEWING/KNITTING/CROCHETING

### Sewing Machine Workshop

#### Getting to Know Your Machine

This is the perfect class for you to learn how to use your machine. Whether your machine is new and you've never sewn before or if you haven't sewn in some time and you need help in getting started again, this one day workshop will be most helpful. Make sure to bring your machine and its parts (bobbins and attachments), pedal and/or electrical cord and the machine manual. Class machines are available upon request.

*Please register in advance to ensure a space.*

**Instructor:** Sjostrom

Day	Time	Site	Date	Sess.	Fee
Sa	10am-2pm	Rm I1	1/20	1	\$38

# Enrichment Classes

## SEWING/KNITTING/CROCHETING

### Quilting Studio – Basics and Beyond

Come and share the joy of quilting—learn a few new tricks, share your quilting experiences with others, get creative ideas for current and future projects. Enjoy an afternoon with fellow enthusiastic quilters – all levels welcome. Work at your own pace. Jump in and try something new!

**Instructor:** *Sjostrom*

Day	Time	Site	Date	Sess.	Fee
T	12-2pm	Rm I1	2/13-3/20	5	\$70
<b>No Class 2/20</b>					
T	12-2pm	Rm I1	4/3-5/8	5	\$70
<b>No Class 4/17</b>					
T	12-2pm	Rm I1	5/22-6/26	6	\$84

### Sewing Circle

Need help and encouragement to finish that “unfinished item”? Come join a wonderful group and have fun while you work on a special project—soft dolls/toys, sewing, quilting, crocheting, embroidery, etc. See what others are doing; get great ideas. Beginners through advanced welcome—basic craft skills recommended. Sewing machines available.

**Instructor:** *Sjostrom*

Day	Time	Site	Date	Sess.	Fee
T	10am-12pm	Rm I1	2/13-3/20	5	\$70
<b>No Class 2/20</b>					
T	10am-12pm	Rm I1	4/3-5/8	5	\$70
<b>No Class 4/17</b>					
T	10am-12pm	Rm I1	5/22-6/26	6	\$84

### Sewing 101

Learn to sew the simple way— yes, that’s correct. By creating samples and making small items one can learn techniques to be used over and over again; in clothing, home décor, garment alterations and quilting. The new sewing student will learn the basics of hand and machine sewing and how to navigate the fabric store. Students are encouraged to bring their own machines and supplies which they will learn to use to their fullest. For those who do not have their own, class machines are available. A detailed materials list will be discussed at the first class. Class size is limited. No transfers, refunds, or credits.

**Instructor:** *Sjostrom*

Day	Time	Site	Date	Sess.	Fee
Th	6-9pm	Rm I1	2/15-3/22	5	\$100
<b>No Class 2/22</b>					
Th	6-9pm	Rm I1	4/5-5/10	5	\$100
Th	6-9pm	Rm I1	5/24-6/28	6	\$120

### Sewing 102

Now that you have completed Sewing 101, you’re ready for this continuation class where you can put your new skills to good use. In the first class you will be learning how to take measurements and how to select the correct size pattern. New sewing techniques will be covered. Your project will be making pajama bottoms. Please register in advance to assure a space. Class size limited. No transfers, credits or refunds.

**Prerequisite:** Must have taken Sewing 101 as listed above or prior approval by instructor; email Susan at [susansjostrom@gmail.com](mailto:susansjostrom@gmail.com)

**Instructor:** *Sjostrom*

Day	Time	Site	Date	Sess.	Fee
W	6-9pm	Rm I1	2/14-3/21	5	\$100
<b>No Class 2/21</b>					
W	6-9pm	Rm I1	4/4-5/9	5	\$100
<b>No Class 4/18</b>					

### Crocheting/Knitting

Want to be more creative? How about hand crocheting or knitting gifts for family and friends? Lucia will teach beginners how to crochet or knit by making simple projects (scarf or blanket). Intermediate/advanced students will choose their own projects. You will love our close “knit” group. Please bring a crochet hook (G or H) and yarn.

**Instructor:** *Grengo*

Day	Time	Site	Date	Sess.	Fee
F	10am-12pm	Sr. Ctr.	2/9-4/6	8	\$60
<b>No Class 2/23</b>					
F	10am-12pm	Sr. Ctr.	4/13-5/25	6	\$45

### Knitting and Crocheting - All Levels

From scarves to sweaters, from knitting to crocheting, learn the basics of these creative pastimes. No experience? No problem. Beginners will learn the basic stitches, how to read patterns, and how to choose the right yarn and needles/hook. Advanced students will continue to develop their skills by learning to fix mistakes, working with beads, designing their own patterns, or just getting the guidance and motivation needed to finish those unfinished projects. If you already have materials or a project, bring it in. Otherwise, a supply list will be discussed the first night of class. For questions about the class, email Ms. Sahm at [FencingMastersProgram@comcast.net](mailto:FencingMastersProgram@comcast.net).

**Instructor:** *Sahm*

Day	Time	Site	Date	Sess.	Fee
M	6:30-8:30pm	Rm H2	2/26-4/23	8	\$95
<b>No Class 4/16</b>					
M	6:30-8:30pm	Rm H2	5/21-7/16	8	\$95
<b>No Class 5/28</b>					
F	12:30-2:30pm	Rm H2	3/2-4/27	8	\$95
<b>No Class 4/20</b>					
F	12:30-2:30pm	Rm H2	5/25-7/13	8	\$95

# Enrichment Classes

## COOKING

### Indian Cuisine I

#### Dosa Making Workshop

Dosa is a delicacy from the Southern Part of India. This crepe is made with the fermented batter of rice and lentils. With various fillings and served with chutney, it's a perfect food for breakfast, lunch or dinner. In this class you will get familiar with the typical Indian spice box and learn to add spices according to your flavor palate. You will also learn how a traditional batter is made, and practice making a perfect round dosa/crepe. We will make a traditional potato filling to go with our dosa and also make coconut chutney and sambhar (lentil soup with veggies). Please bring containers to take leftovers. Food fee: \$20. (This is a vegetarian, vegan and a gluten-free class).

**Instructor:** Ashar

Day	Time	Site	Date	Sess.	Fee
Sa	9:30-1:30pm	Rm I2	2/24	1	\$45
Sa	9:30-1:30pm	Rm I2	4/15	1	\$45

### Roti, Paratha, Naan and Indian Entree

Curious about Indian cooking? Join this class and get familiar with the typical Indian spice box, and learn to add spices according to your flavor and palate. You will make Indian flat breads and able to get your hands-on rolling paratha and frying it. We will then make delicious vegetable curry to go with it. Please bring containers to take leftovers. Food fee: \$20. (This is a vegetarian, vegan and a gluten-free class).

**Instructor:** Ashar

Day	Time	Site	Date	Sess.	Fee
Sa	9:30-1:30pm	Rm I2	2/3	1	\$45

### Canning and Preserving – Spring Series

Spring has arrived! Come and join me as I start my "Spring in a Jar series". We begin the seasonal cycle of preserving using our spring bounty of seasonal fruits and vegetables. We will be crafting *spring Jams*, along with *spring-time pickling*. These classes are designed for you, the home cook, to learn the revived art of canning and preserving.

**Instructor:** Margaret Paul

### Spring in a Jar: Lemon Jamalade

Welcome to our first preserving class of spring 2018! We will be crafting our ever popular spring time *Lemon Jamalade*, a cross between marmalade and jam that is spectacular in taste. We begin with crafting *Lavender and Lemon Jamalade*, the lemon is enhanced by the soft floral notes of the Lavender. This is a delightfully floral and citrus combination that can't be beat! Next we will craft a *Lemon and Ginger Jamalade*, a match made in

heaven, and an all-time favorite here in our pre-serving class. Please bring a paring knife to class.

Day	Time	Site	Date	Sess.	Fee
Sa	9am-1pm	Rm I2	3/3	1	\$65

### Mexican Cooking I

Learn to make delicious salsa and tacos. In this class you will learn to make the traditional pico de gallo (salsa fresca) and the red and green salsas. The evening menu includes making such tacos as "carne asada" (grilled steak) chicken and fish. Our evening beverage will be "Agua de Jamaica" (infusion of dried red hibiscus flowers).

**Instructor:** Puga-Dempsey

Day	Time	Site	Date	Sess.	Fee
F	6:30-9:30pm	Rm I2	1/26	1	\$65
F	6:30-9:30pm	Rm I2	3/23	1	\$65

### Mexican Cooking II

Ole! In this class you will learn how to make the traditional Paella Espanola! Paella is an authentic, flavorful and exquisite Spanish rice dish with various meats including: chicken, pork, "morcilla" (Spanish sausage) and seafood such as: shrimp and mussels. As well as, learning how to make a delicious and refreshing "Agua de Jamaica" (hibiscus tea). Materials provided.

**Instructor:** Puga-Dempsey

Day	Time	Site	Date	Sess.	Fee
F	6:30-9:30pm	Rm I2	2/16	1	\$65
F	6:30-9:30pm	Rm I2	4/13	1	\$65

### Enjoy Italian Cooking

Join us in our kitchen and learn how to combine fresh and seasonal ingredients with simple cooking techniques. Italy is the home of a wonderful range of delicious dishes and you will be initiated in the art of preparing tasty and traditional Italian dishes like appetizers, lasagna from scratch, pasta with delicious sauces, delightful and irresistible desserts. We will share with you the essence of Italian cuisine that is not just about ingredients or recipes, but a cultured way to communicate our love for tradition and conviviality. In these classes we will provide ingredients' selection as well as wine-pairing.

**Instructors:** Caterina Trucco, Sabrina Lascala

### All Italy in the Kitchen

*Gnocchi with sorrentina sauce*

*Caponata with eggplants*

*Mini truffles with Pandoro and chocolate*

In this class we will bring you through Italy, from South to North, to discover some special and regional dishes. Come with us and enjoy the Italian culinary variety!

Day	Time	Site	Date	Sess.	Fee
F	6:30-9:30pm	Rm I2	1/19	1	\$65

# Enrichment Classes

## COOKING

### Italian Menu for Adults and Kids

*Spaghetti with puttanesca sauce*

*Pollo alla cacciatora (Cacciatora chicken)*

*Shortbread cookies filled with marmalade and chocolate.* Sometimes you spend hours to cook for your family and there is always someone who doesn't like what you have cooked... it is frustrating, isn't it? Try this Italian menu and we can assure you that even the most difficult people will love it.

Day	Time	Site	Date	Sess.	Fee
F	6:30-9:30pm	Rm I2	2/9	1	\$65

### A Southern Italy Gastronomic Tour

*Orecchiette with sausage ragu' sauce.*

*Traditional meatballs "della nonna".*

*Peperonata alla Siciliana.*

Join us to travel in the South of Italy to explore some authentic and famous dishes from Puglia and Sicily like orecchiette with sausage ragu' sauce and peperonata alla siciliana. Then you will learn an Italian classic "second course", meatballs with tomato sauce. A great menu to impress your friends and relatives!

**Instructors:** Lascala/Trucco

Day	Time	Site	Date	Sess.	Fee
F	6:30-9:30pm	Rm I2	3/9	1	\$65

### Lasagna – The Queen of Italian Cuisine

*Lasagna Bolognese and Vegetarian Lasagna*

In this class we will bring you in a new Italian extraordinary gastronomic adventure: a home-made pasta workshop, where you will learn all the steps to create from scratch the most famous Italian dish, Lasagna. The traditional, Lasagna Bolognese and the vegetarian option with creamy vegetables.

**Instructors:** Lascala/Trucco

Day	Time	Site	Date	Sess.	Fee
F	6:30-9:30pm	Rm I2	4/13	1	\$65

### A Perfect Italian Picnic

*Insalata di roso (rice salad)*

*Torta salata with ricotta and spinach (pie with ricotta cheese and spinach).*

*Italian Carrot Cake.*

Imagine to celebrate the Summer's arrival in the Italian way and learn how to prepare an authentic Italian picnic. In your picnic basket you can put a delicious Insalata di riso: a fresh, colorful and tasty dish. In this class you will learn the classic version, but then you can let your imagination run wild and use the ingredients that you prefer. The Torta salata with ricotta cheese and spinach is an Italian

cooking must-have and a perfect side dish for the rice. We like to end our meal with a dessert! Today we will teach you how to create a delicious carrot cake. Now you can enjoy your Italian style picnic.

**Instructors:** Lascala/Trucco

Day	Time	Site	Date	Sess.	Fee
F	6:30-9:30pm	Rm I2	5/25	1	\$65

## COMPUTERS

### Genealogy I

This class will feature the basic steps in genealogy research. You will learn how to create a family tree and find supporting documents on-line. Lessons will include searching the internet for land records, census records, military records, church records, and marriage records.

**Instructor:** Hamilton

Day	Time	Site	Date	Sess.	Fee
W	9-11am	Rm J2	4/11-5/23	6	\$80

### Genealogy II

Is your ancestry hard to research? This class will help you find information and explore many records found on the internet. We use the newly associated website of "Roots Magic 7" (Parent company of Family Tree Maker) to record your information. The research sources for various records will include, but not be limited to, military records, vital records, cemetery records, school and church records, DNA research, and land records. You must have computer skills equal to or better than "Introduction to the Computer", or have completed Genealogy I.

**Instructor:** Hamilton

Day	Time	Site	Date	Sess.	Fee
W	9-11am	Rm J2	2/28-4/4	6	\$80

**No Class 2/21**

W	9-11am	Rm J2	5/30-7/11	6	\$80
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**No Class 7/4**

### Computers, PC Introduction - Beginners

This class is designed for those who want to learn computer for their personal use, not for obtaining a job. Students will understand the basics of PC operation, including proper startup, login, and shut-down procedures. Students will learn how to use the mouse and a keyboard to navigate within the operating system. This hands on course will cover several topics including: MS Windows, file creation and Internet Basics.

**Instructor:** Hamilton

Day	Time	Site	Date	Sess.	Fee
M	9-11am	J2	4/23-6/4	6	\$80

**No Class 5/26**



# Enrichment Classes

## Computers, PC Introduction II

This class will include the topics of keyboard, writing short assignments, and printing assignments. It will also include internet searches for specific topics, introduction to email, and exploration of the Word program.

**Instructor:** Hamilton

Day	Time	Site	Date	Sess.	Fee
M	9-11am	J2	3/5-4/9	6	\$70

## GARDENING & GENERATION CONNECTION

### Gardening

Join our lovely, well-kept outside classroom where you learn to grow your own vegetables, flowers and more! As a student in this class, you will gain many valuable gardening skills through group discussions, lectures, guest speakers and by managing your own garden plot. As a student, you will also learn through assisting in garden cleanup, sharing maintenance duties, and other garden group functions that will keep you, as well as the garden, growing and thriving. Through garden-unity, you will be participating in teamwork, communication, and demonstrating "good neighbor policies" in an environment where everyone participates individually, in teams and groups.

By registering for the class, you agree to follow and abide by "Garden Guidelines" see website. Class size is limited. Registration is required BEFORE start date. Please register by Thurs. before start dates.

New students to Gardening, please come to Room G7 at 8:30am on the first day of class for orientation.

**Questions:** janicecarey.gardenlady@gmail.com

**Instructor:** Carey

Day	Time	Site	Date	Sess.	Fee
Sa	9am-12pm	Teach Garden	3/3-5/10	10	\$48
Sa	9am-12pm	Teach Garden	5/19-7/22	10	\$48

**No Class 7/1**

### Garden, Generation Connection

Volunteer in our award-winning volunteer program - The Generation Connection! Join other gardeners who volunteer their time and share their love of gardening with elementary school students. For further information email: mburlingame@scusd.net Pre-registration required.

**Instructor:** Burlingame

Day	Time	Site	Date	Sess.	Fee
F	9am-12pm	Garden	3/16	10	Free

## LANGUAGE

### Arabic Language

Beginning Arabic language focuses on the Arabic alphabet, vocabulary, grammar and basic conversational skills. Gain practice in reading, writing and conversation. No textbook required.

**Instructor:** Khalil

Day	Time	Site	Date	Sess.	Fee
W	6:30-8:30pm	Rm F1	1/10-3/21	8	\$105

**No Class 2/21**

W	6:30-8:30pm	Rm F1	3/28-5/23	8	\$105
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**No Class 4/18**

### Chinese – Mandarin

Ni Hao! This class is an introduction to the oral and written forms of the Chinese language. Emphasis is placed on communication skills, everyday situations, and demonstration of understanding the interrelationship between language and culture. Culturally authentic materials including a variety of Chinese cuisine, major festivals, music, calligraphy, origami and newspaper articles are integral to the course. Chinese is the language for today and tomorrow in any field and daily life. The students will learn how to use "Pinyin" phonetic system, cardinal numbers as well as basic greetings in restaurants, traveling and business meetings. Students will recognize simple street signs and business cards to become informed and sensitive to Chinese culture.

**Instructor:** Cheng

Day	Time	Site	Date	Sess.	Fee
T	7-8:30pm	Rm D7	1/9-1/30	4	\$45
T	7-8:30pm	Rm D7	2/27-5/8	10	\$105

**No Class 4/17**

### Japanese – Intro

Are you interested in Japanese? Japanese culture and food is commonly seen throughout Silicon Valley. Anime, Japanese restaurants, and food have integrated deeply into American life. Sushi, tofu, bonsai, haiku, karaoke, karate, and futon are just a few Japanese words that are used in everyday English. In this ten week class, we will learn some basic conversational skills, such as greetings, counting, and simple everyday phrases. We will learn to read and recognize hiragana characters. The goal of the class is to begin to speak Japanese and enjoy the process of learning a new language and culture. Learning Japanese should be an enjoyable and challenging endeavor and this class aims to be the first step in that process.

**Instructor:** Devie

Day	Time	Site	Date	Sess.	Fee
T	6:30-8:30pm	Rm G7	3/13-5/22	10	\$140

**No Class 4/17**

Th	6:30-8:30pm	Rm G7	6/7-8/16	10	\$140
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**No Class 7/5**

# Enrichment Classes

## LANGUAGE

### Japanese I

This class is a continuation of Japanese – Intro class and for those with some basic Japanese. In this class, you will be expanding your vocabulary, learning more grammatical structures and expressions in varied contexts. In addition to learning Japanese oral communication skills, Students will acquire hiragana writing skill, and be encouraged to read and write in Japanese.

**Instructor:** Devie

Day	Time	Site	Date	Sess.	Fee
Th	6:30-8:30pm	Rm G7	3/15-5/24	10	\$140

**No Class 4/19**

T	6:30-8:30pm	Rm G7	6/5-8/14	10	\$140
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**No Class 7/3**

### Spanish – Beginning 1A

An elementary course designed to help students develop basic communication skills, such as listening, speaking, reading and writing in Spanish, and to introduce students to the cultures of the Spanish-speaking world. Students will learn practical vocabulary, everyday expressions and basic language structure. Students will be encouraged to make every attempt to participate and communicate in Spanish during class time. Upon completion of this language-learning experience students will be able to listen to Spanish with increasing comprehension; use Spanish vocabulary in practical situations; speak with sufficient correct pronunciation; read and write simple Spanish paragraphs, and become informed and sensitive to relevant aspects of Hispanic culture.

**Textbook:** *Spanish Now Level 1, 7th edition.*  
Available on-line.

**Instructor:** Puga-Dempsey

Day	Time	Site	Date	Sess.	Fee
M	10am-12pm	Rm D7	3/12-5/21	10	\$145

**No Class 4/16**

M	7-9pm	Rm G7	3/12-5/21	10	\$145
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**No Class 4/16**

F	10am-12pm	Rm D7	3/16-5/25	10	\$145
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**No Class 4/20**

### Spanish – Beginning 1B

We will build upon the foundation created in Spanish 1A. We will expand our vocabulary, and our speaking, reading, and writing skills in Spanish. The course includes history, culture, social and economic contexts. The student will acquire vocabulary and sentence structure.

**Textbook:** *Spanish Now Level 1, 7th edition.*  
Available on-line.

**Prerequisite:** Spanish – Beginning 1A

**Instructor:** Puga-Dempsey

Day	Time	Site	Date	Sess.	Fee
Th	10am-12pm	Rm D6	3/15-5/24	10	\$145

**No Class 4/19**

### Spanish for Travelers

Hola! This class is specifically designed for travelers and is a beginning class. Immerse yourself in a fun, relaxed atmosphere as you learn practical Spanish used in common travel situations, such as asking for directions, finding accommodations, ordering at restaurants, and more. Emphasis will be on developing your conversational and listening skills with a splash of Spanish culture.

**Textbook:** *Latin American Spanish phrasebook and dictionary 7th edition May 2015 by Lonely Planet*  
ISBN# 978-1-74321-447-3.

**Instructor:** Rothstein

Day	Time	Site	Date	Sess.	Fee
M	6:30-8pm	Rm F1	1/22-3/12	7	\$70

**No Class 2/19**

M	6:30-8pm	Rm F1	3/26-5/14	7	\$70
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**No Class 4/16**

### French for Travelers

Bonjour! This class is specifically designed for travelers. Immerse yourself in a fun, relaxed atmosphere as you learn practical French used in common travel situations, such as asking for directions, finding accommodations, ordering at restaurants, and more. Emphasis will be on developing your conversational and listening skills with a splash of French culture. Beginning, and those students who want to review the basics, are welcome.

**Textbook:** *French phrasebook and dictionary 6th edition March 2015 by Lonely Planet* ISBN# 978-1-74321-444-2.

**Instructor:** Rothstein

Day	Time	Site	Date	Sess.	Fee
M	8:15-9:45pm	Rm F1	1/22-3/12	7	\$70

**No Class 2/19**

M	8:15-9:45pm	Rm F1	3/26-5/14	7	\$70
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**No Class 4/16**

# Enrichment Classes

## About Instructor Lascala

Sabrina Lascala was born in Turin, Italy, and studied in Turin and in Rome. She has a bachelor's degree in Italian Language and Literature (Turin), a Master in "History and economics of the Twentieth century" (Rome). She is a teacher, certified by the Italian Ministry of Education, with 15 years of teaching experience in Italian public schools. Sabrina has taught Italian, History, Geography and Civilization in several public middle schools in Italy between 2000 and 2015.

## Italian Language for Beginners I

"Italy is a dream that keeps returning for the rest of your life". This is a good reason to learn Italian, the language of culture, poetry, art, opera, fashion and food. This class will prepare students to use the Italian in simple and easy real life situations. Using a conversational approach, in a comfortable and enjoyable atmosphere, students will learn vocabulary, grammatical structures and expressions in varied real-life contexts. This course will be particularly suitable for students who are planning to travel to Italy or those who simply wish to appreciate Italian language.

**Textbook:** "Learn Italian the Fast & Fun Way", 4th Ed. by Marcel Danesi ISBN 978-1-4380-7496-2.

**Instructor:** Lascala

Day	Time	Site	Date	Sess.	Fee
T	6:30-8:30pm	F1	3/6-5/29	12	\$168

**No Class 4/17**

## Italian Language: Intermediate I

This class is designed for students who have basic Italian language skills. In a positive learning environment, you will be expanding your vocabulary, learning more grammatical structures and expressions in varied contexts, for oral and written communication. The course will include many conversational activities to prepare students to communicate effectively in many real life situations.

**Textbook:** "Learn Italian the Fast & Fun Way", 4th Ed. by Marcel Danesi ISBN 978-1-4380-7496-2.

**Instructor:** Lascala

Day	Time	Site	Date	Sess.	Fee
W	9:30-11:30am	Rm D7	3/7-5/30	12	\$168

**No Class 4/18**

## MONEY MANAGEMENT

**Information presented is based on the opinions of the instructors. Santa Clara Adult Education does not take responsibility for profits or losses made by the student who takes the class.**

**The following classes are offered as a series for five classes - Godwin Investing.**

## Investing – Protecting Your Money in the Markets

Investment experts sound good, look good and post impressive credentials and investment returns. Are they for real? This seminar will navigate through some of the smoke, mirrors and myths used by Wall Street.

**Topics will include:**

- Stock picking (or should we really try?)
- Earnings & earnings growth (does it matter?)
- Performance numbers (can numbers count?)
- Behavior finance (call in Super Nanny)
- Expert advice (or don't try this at home)

This class is the first in a series and for anyone who wonders why everyone else makes money in the markets, but not them (maybe they don't). Materials fee included.

**Instructor:** Godwin

Day	Time	Site	Date	Sess.	Fee
T	6:30-9pm	Rm D6	2/27	1	\$30

## Investing – Modern Portfolio Theory for the Novice

What is modern portfolio theory and does it work? Value and Growth, this is not your father's stock market anymore, but size still counts.

**Topics will include:**

- New stock categorizations (what they mean and why they are important).
- Intermarket relationships: commodities, interest rates and stocks.
- Mutual funds or Exchange
- Traded Funds (which is better, why?)
- More smoke and mirrors of Wall Street.
- An introduction to Technical Analysis

This class is the second in a series and will give students a leg up on building a simple, diversified and cost effective portfolio. Materials fee included.

**Instructor:** Godwin

Day	Time	Site	Date	Sess.	Fee
T	6:30-9pm	Rm D6	3/6	1	\$30

# Enrichment Classes

## MONEY MANAGEMENT

### Investing – Optimizing Your Portfolio with Technical Analysis\*

Fundamentals tell you what to buy. Technical analysis tells you when to buy it. Herd behavior drives the stock market. Technical analysis is a subset of Behavior Economics and is therefore a tool for monitoring the herd. Topics will include:

- The linkage between herd behavior and price performance (when is the herd wrong?).
- More on interest rates and the stock market (The Fed Model +).
- Monitoring the herd with anecdotal evidence.
- Money moves stock prices (How we monitor money flows).
- Monitoring the major market trends with Breadth Indicators (McClellan Summation, Tick and TickQ).
- What really drives stock prices in the short, intermediate and long term?

This class is third in a series and will sharpen your vision and thinking with regards to what drives the markets. You will discover the tools needed to execute and survive in the markets ahead. Materials fee included.

**Instructor:** Godwin

Day	Time	Site	Date	Sess.	Fee
T	6:30-9pm	Rm D6	3/13	1	\$30

### **NEW** Investing – Advanced Technical Analysis for the Intermediate Investor

This class continues the discussion of breadth indicators and adds option related breadth tools (put/call ratios). We expand our money discussion to sideline money in its various domestic (Margin, MZM) and international forms (Sovereign Wealth Funds and International Capital flows). We begin the discussion of the economy and the markets. Topics will include:

- Sideline money (how do we measure it?)
- Foreign money (does it matter?).
- How to tell when speculation is driving the markets.
- Does the economy matter (monitoring the Fed through FRED)?

This class is fourth in a series and begins the wrap up and pulling together of the subjects covered in the first three classes. Materials fee included.

**Instructor:** Godwin

Day	Time	Site	Date	Sess.	Fee
T	6:30-9pm	Rm D6	3/20	1	\$30

### Being the Complete Investor (Pulling It All Together)

We use the tools and approach from the first four classes to develop a comprehensive view of the economy and the stock market as it exists at class time. Topics will include:

- The U.S. economy at a glance.
- A comprehensive review of the U.S. stock market using Technical analysis.
- Data sources and software (where do you find good data?).
- Bibliography and local investment groups (you're not alone).
- Future trends in investing and economics (Globalization & Secular Stagnation)

This class is fifth in a series and will help you pull it all together and decide whether the U.S. markets and International economy are in a state of high or low investment risk. Materials fee included.

**Instructor:** Godwin

Day	Time	Site	Date	Sess.	Fee
T	6:30-9pm	Rm D6	3/27	1	\$30

### Creative Home Buying - in a New Market

Industry veteran, Brian Crane, teaches home buying strategies for the first time buyer and move up buyer! Topics covered will include, choosing a loan/lender, inspecting your home, minimizing closing costs, avoiding common buyer mistakes, negotiation techniques, contracts and contingencies and much more!

**Instructor:** Crane

Day	Time	Site	Date	Sess.	Fee
Th	6:30-8:30pm	Rm D7	2/1	1	\$30
Th	6:30-8:30pm	Rm D7	5/3	1	\$30
Th	6:30-8:30pm	Rm D7	6/21	1	\$30

### Selling Your Home for Top Dollar!

Learn smart strategies to maximize your home sales price and equity! Learn the right process to prepare your home for a smooth transaction and minimize headaches. Topics covered will include: house prep, inspections and disclosures, pricing your home, negotiation techniques, marketing strategies and much more!

**Instructor:** Crane

Day	Time	Site	Date	Sess.	Fee
Th	6:30-8:30pm	Rm D7	2/8	1	\$30
Th	6:30-8:30pm	Rm D7	5/10	1	\$30
Th	6:30-8:30pm	Rm D7	6/28	1	\$30



# Enrichment Classes



## Retirement Planning Today

Retirement planning is for everyone and it's never too late to start! Learn how to calculate how much money you'll need, make the most of your current resources, select the appropriate pension options, get a higher return on your investments, and "inflation-proof" your income. Other topics include Social Security, Medicare, long-term care, lifestyle issues, and more. A comprehensive workbook contains practical exercises and examples to help you learn and remember everything covered during the classes.

Robert Ostenberg, CFS - Robert is a Financial Advisor and a Retirement Investment Income Specialist with over 14 years' experience. Robert earned his degree from Oregon State University. Please call (or mail in) for couples registration 423-3500. Singles may register on-line ([santaclaradulted.org](http://santaclaradulted.org)).

**Instructor:** Ostenberg

Day	Time	Site	Date	Sess.	Fee
T	6:30-9:30pm	Rm D6	1/30, 2/6	2	\$49 (add \$25 2 <sup>nd</sup> person)
Th	6:30-9:30pm	Rm D6	2/8, 2/15	2	\$49 (add \$25 2 <sup>nd</sup> person)
T	6:30-9:30pm	Rm D6	6/5, 6/28	2	\$49 (add \$25 2 <sup>nd</sup> person)
Th	6:30-9:30pm	Rm D6	6/21, 6/28	2	\$49 (add \$25 2 <sup>nd</sup> person)

## Why Purchase Investment Property – Outside California!

Think outside the box and learn how to buy investment property out of state during the tail end of this historic real estate down-cycle.

- More millionaires are made during economic crisis and real estate downturns than during any other times in our nation's history.
- Where is the top 3 real estate markets in the country - it is not what you think!
- You will learn why many Californians have been very successful investing out of state using a proven, turn-key system with competent property management.

**Instructor:** Yee

Day	Time	Site	Date	Sess.	Fee
W	6:30-9:30pm	Rm D6	4/4	1	\$35

## Transforming Social Security Into A Winning Retirement Strategy & The Ins and Outs of Medicare

Learn about many common mistakes people make in signing up for Social Security benefits. Uncover little known strategies that could boost your lifetime benefits and KEY FACTORS you need to know BEFORE applying for Social Security. Don't lose tens of thousands of dollars in benefits unnecessarily! TIMING COULD BE EVERYTHING! "Learn What Is Medicare? Today's Medicare has new health plan choices and is more complicated than it was only a few years ago. Understand the four parts of Medicare and the choices for how you get Medicare coverage."

**Instructor:** Ellingson

Day	Time	Room	Date	Sess.	Fee
Th	6:30-8pm	Rm D6	3/29	1	\$25
Th	6:30-8pm	Rm D7	4/26	1	\$25
Th	6:30-8pm	Rm D6	5/17	1	\$25
Th	6:30-8pm	Rm D6	6/17	1	\$25

## MUSIC

### Chorus – The Golden Tones

Like to sing? Learn how with our on-going chorus! We learn and perform a variety of songs, old and new, for various service clubs, convalescent and retirement communities. All music abilities welcome, especially tenors and basses.

**Instructor:** Tutko

Day	Time	Site	Date	Sess.	Fee
F	10am-12pm	Sr. Ctr.	1/12-3/23	10	\$67
<b>No Class 2/23</b>					
F	10am-12pm	Sr. Ctr.	4/6-6/15	10	\$67
<b>No Class 5/25</b>					

**Register Today!**  
Classes fill up quickly.  
[www.SantaClaraAdultEd.org](http://www.SantaClaraAdultEd.org)

# Enrichment Classes

## MUSIC

### Guitar

You CAN learn to play the guitar! Learn the basics -strumming chords, reading rhythms, reading music and playing melodies. Buy *Method Book* in class for \$25. Contact instructor regarding guitar rental or purchase at (408) 247-2684. You may also email instructor with any questions at: [info@youcanplayguitar.com](mailto:info@youcanplayguitar.com).

**Instructor:** Hawthorne

Day	Time	Site	Date	Sess.	Fee
W	7:30-9pm	Rm G7	4/4-5/16	6	\$90+

**No Class 4/18**

### Evening Piano Class

It is never late to start playing piano! This class is an introductory course in the rudiments of piano playing. You will learn notation, scales, intervals, chords, rhythm and meter. In addition, music history, theory, sight reading, and ear training will be included in this course. This class give you the opportunity to make music both individually and as part of a group. Required book: Alfred's Adult-All-In-One Course: Level One and a music notebook and/ or music paper.

**Instructor:** Bjorke

Day	Time	Site	Date	Sess.	Fee
T	6:30-8:30pm	Rm J1	3/6-5/15	10	\$140

**No Class 4/17**

T	6:30-8:30pm	Rm J1	5/29-7/10	6	\$84
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**No Class 7/3**

### Piano – Beginning Day Series

*Beginning piano classes are ongoing classes and students may repeat these classes more than once based upon their individual progress and teacher's discretion. Students receive individual instruction during each class, but progress at their own pace.*

### Piano – Beginning 1A

New to the piano? This class is where you start. You will learn basic music theory, how to read notes and find intervals quickly. You will get to know the keys on the piano, and play simple pieces in rhythm. Learn different finger exercises and scales. Bring the following to class:  
 (1) Burnam's A Dozen a Day Preparatory Book  
 (2) Alfred's Adult-All-In-One Course: Level one  
 (3) a note book and/or music paper.

**Instructor:** Yue

Day	Time	Site	Date	Sess.	Fee
F	9-11:30am	Rm J1	3/2-5/18	10	\$148

**No Class 4/20, 5/4**

F	9-11:30am	Rm J1	5/25-7/27	10	\$148
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### Piano – Beginning 1B

Join current students in this beginning level of piano. You will play beautiful simple pieces in rhythm. You will learn scales, arpeggios and chord patterns on different keys. You will also build up confidence to play in public. Bring the following to class:  
 (1) Burnam's A Dozen a Day Preparatory Book  
 (2) Alfred's Adult-All-In-One Course: Level one  
 (3) a note book and/or music paper.

**Class requirements:** Must be able to play with two hands and play songs with grand staff. Identify all the keys on the keyboard and read notes in the music.

**Instructor:** Yue

Day	Time	Site	Date	Sess.	Fee
M	11:30am-2pm	Rm J1	2/26-5/14	10	\$148

**No Class 4/17, 5/7**

M	11:30am-2pm	Rm J1	5/21-7/30	10	\$148
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**No Class 5/28**

T	11:30am-2pm	Rm J1	2/27-5/15	10	\$148
T	11:30am-2pm	Rm J1	5/22-7/24	10	\$148

**No Class 4/18, 5/2**

W	9-11:30am	Rm J1	2/28-5/16	10	\$148
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**No Class 4/18, 5/2**

W	9-11:30am	Rm J1	5/23-8/1	10	\$148
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**No Class 7/4**

### Piano – Beginning 1C

Join the intermediate levels of BEGINNING piano. Continue playing chords, scales, and arpeggios. Learn about music styles of playing and develop your own style. In addition, learn to play beautiful pieces as a soloist, in ensemble or in the "class symphony" Permission of the instructor required. Bring the following to class: (1) Czerny Op. 823 (2) Alfred's Adult-All-In-One Course: Level Two (3) a note book and/or music paper.  
 No Lab fee. Class limited to 13 students.

**Requirements:** Completed Burnam's A Dozen a Day Book one and Alfred's Adult-All-In-One Course: Level one. Completed Scales and Arpeggios on major - C, G, F and minor – Am, Em, Dm.

**Instructor:** Yue

Day	Time	Site	Date	Sess.	Fee
M	9-11:30am	Rm J1	2/26-5/14	10	\$175

**No Class 4/16, 5/7**

M	9-11:30am	Rm J1	5/21-7/30	10	\$175
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**No Class 5/28**

T	9-11:30am	Rm J1	2/27-5/15	10	\$175
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**No Class 4/17**

T	9-11:30am	Rm J1	5/22-7/24	10	\$175
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**No Class 5/1**

**Register Today!**  
**Classes fill up quickly.**  
[www.SantaClaraAdultEd.org](http://www.SantaClaraAdultEd.org)

# Enrichment Classes

## Piano III – Intermediate/Advanced

This group class is designed for those with previous piano experience and focuses on the intermediate to advanced levels. In each session we explore a specific genre or composer. We work on music from all periods, theory, technique, as well as duets and other ensembles. In this class you will enjoy being part of a group of adults that love the piano and music in general! For questions about the level of material, please email the instructor at: amyplano88@gmail.com. No Lab fee.

**Instructor:** Remmich-Bhatnagar

Day	Time	Site	Date	Sess.	Fee
Th	10am-12pm	Rm J1	3/1-5/10	10	\$140
<b>No Class 4/19</b>					
Th	10am-12pm	Rm J1	5/24-6/21	5	\$70

## Music Made Easy

For class description, schedule, pricing and registration, go to [www.ed2go.com/santaclara](http://www.ed2go.com/santaclara)

## PHOTOGRAPHY

### About Instructor Pipkin

*Jill Pipkin, M.A., has been photographing for years, and has traveled to France, Italy, Greece, England, Turkey and Iran to photograph architectural wonders and antiquities, as well as markets, bazaars and people. Her photographs have won many prizes and are in private collections. She has presented slide shows of her work at DeAnza. See photos on Flickr under m.j. jill pipkin.*

### Digital Camera Beginning DSLR and Compact Digitals

This class advances you from Auto Mode to the custom modes of your camera: Aperture Priority and Shutter Priority modes, allowing control of aperture size, time, color balance, metering choices, and ISO. With these essential tools you can create custom pictures. We also learn the Rule of Thirds composition technique. Each class focuses on choices for portraits, landscape, selective focusing, stopping action. You will bring your pictures to class for helpful discussion. A field trip brings all this together so bring camera and manual to each class. Limited to 12 students to allow one on one help from the instructor. Instructor has presented slide shows of her work on Goddesses in Ancient Art at DeAnza College and shows on historical Turkey and Greece at Foothill College.

**Instructor:** Pipkin

Day	Time	Site	Date	Sess.	Fee
W	6:30-9:00pm	Rm Q5	1/17-2/7	4	\$85
W	6:30-9:00pm	Rm Q5	2/14-3/14	4	\$85
<b>No Class 2/21</b>					
W	6:30-9:00pm	Rm Q5	4/25-5/16	4	\$85
W	6:30-9:00pm	Rm Q5	5/30-6/20	4	\$85
<b>No Class 4/18</b>					

## Advanced Digital

This class will provide you with advanced setting familiarity and understanding via metering options, exposure compensation and polarizers as well as bracketing for unusual situations. Specific assignment for understanding 3 modalities' interplay between aperture size, shutter speed and ISO, and effects. We will use Time settings for stopping action, and have a shot with manual mode. To this end we will have 2 -3 field trips to work on your understanding and use. Instructor provides many important tips on improving your photo taking. Recommended: Beginning Digital Class or equivalent. Contact Instructor [jillpipkin@gmail.com](mailto:jillpipkin@gmail.com) for questions. See her work at [m.j.jillpipkin.com](http://m.j.jillpipkin.com) and [jillpipkinpresents.com](http://jillpipkinpresents.com)

**Prerequisite:** Digital Beginning or equivalent

**Instructor:** Pipkin

Day	Time	Site	Date	Sess.	Fee
W	6:30-9:30pm	RmQ5	3/21	4	\$85

## NEW Advanced Digital

This class provides more knowledge and practices using the settings for aperture and shutter speed (time) modes. Other topics to be revisited include: depth of field, selective focus, stopping movement, metering choices, white balance and also a bracketing demonstration. We will visit the world renowned San Jose Rose Garden in it's May spectacular full-bloom with countless rose species, landscaped to perfection around the water fountain (practice water flow blending and particularization), along with the fascinating grounds and landscaping at the nearby Rosicrucian Museum. A second field trip location TBA. Contact instructor with any questions: [jillpipkin@gmail.com](mailto:jillpipkin@gmail.com).

**Prerequisite:** Digital Beginning or equivalent

**Instructor:** Pipkin

Day	Time	Site	Date	Sess.	Fee
W	6:30-9pm	RmQ5	5/2	4	\$85
Sa	10:30-1pm	SJRG/RM	5/5		
Sa	10:30-1pm	TBD	5/12		
W	6:30-9pm	RmQ5	5/16		



# Enrichment Classes

## PHOTOGRAPHY

### About Instructor Vigeant

Noella Vigeant is a professional portrait photographer, specializing in commercial and portrait photography. Noella started as a hobbyist photographing family and places around the world for over 25 years. Noella is an artist and mother with a passion for preserving memories through photography. See her work at her Web site: [www.noellavigeantphotography.com](http://www.noellavigeantphotography.com)

### DSLR Camera I

Get out of the auto mode and get the most out of your DSLR Camera. Switching from film or diving into digital photography with a digital SLR camera can be a daunting leap. The terminology alone can be like learning another language.

This course is for photographers with little or no experience with today's Digital SLR cameras. Participants will advance past auto and into the buttons and menus that surround the camera inside and out. With hands-on your camera you will use various focus modes, change white balance and ISO, override the flash and discover the possibilities of your camera while gaining a deeper understanding of Program mode and camera presets.

Participants will find out how, when and where to change the settings on their DSLR camera. Along the way, you will receive tips on composition and how to prepare for photo opportunities. This class focuses on the camera and camera settings. Bring your camera, camera manual, and charged camera batteries to class. Materials Fee \$5 payable to instructor. Class is hands-on learning with a professional photographer.

**Instructor:** Vigeant

Day	Time	Site	Date	Sess.	Fee
T	6-9pm	Rm F7	3/27-4/10	3	\$110

### DSLR Camera II

Get out of auto and get the most of your DSLR Camera. DSLR II takes the photographer into the world of shutter speed and aperture exposure modes. Learn how to stop action, blur motion, and purposefully create crisp or fuzzy backgrounds in your photographs. This class starts your path to understanding how to configure camera settings to get the shots you want. You will use your camera in hands-on exercises to learn these advanced exposure modes.

Come find out which lens is right for your style of photography and where to buy and rent photographic equipment. Get tips for composition, lighting and exposure from a professional photographer. This class is focused on the camera. Bring your camera, manual, tripod (if you have one), questions and charged batteries to class for hands-on experience in shutter and aperture.

Materials Fee \$5 payable to instructor.

**Prerequisite:** DSLR1 or equivalent knowledge.

**Instructor:** Vigeant

Day	Time	Site	Date	Sess.	Fee
T	6-9pm	Rm F7	4/17-4/24	2	\$66

### Photoshop Tools and Basics

Jump in head first and get a quick start on learning Photoshop Tools and Basics. This beginner level course will help you get your head around working the in Adobe Photoshop environment and learn the fundamentals of working in this powerful graphic and image editor. Instructor led, hands-on training for getting started in Photoshop. Materials fee \$5. Laptops with loaded software welcome but not necessary.

**Instructor:** Vigeant

Day	Time	Site	Date	Sess.	Fee
T	6-9pm	Rm F7	1/30-2/13	3	\$99

### Photoshop 4 Photography - People and Places

Bring out brilliant color in the places you photograph and experience the tools digital photographers use to retouch, add glamour to people photographs. In this Photoshop for Photography course participants learn the program basics of Photoshop and the tools used by professional photographers to enhance and edit digital photographs. This class emphasis is on People and Places. Start your photographic portfolio of gorgeous people and places. Materials fee \$5. Class is designed for beginner and intermediate users.

**Instructor:** Vigeant

Day	Time	Site	Date	Sess.	Fee
T	6-9pm	Rm F7	2/27-3/20	4	\$132

### Intro to Adobe Lightroom

Still working in the dark when it comes to your digital photo workflow? Step into Lightroom, the electronic darkroom for digital photography. This Lightroom introductory class is for beginner users who want a clear path through this fantastic software. Get ready to catalog your photography and peak into the development possibilities of a digital photograph. This class is software demonstration by professional photographer Noella Vigeant. Software not necessary. Intro class is followed by full course.

**Instructor:** Vigeant

Day	Time	Site	Date	Sess.	Fee
T	6-9pm	Rm F7	5/1-5/8	2	\$66



# Enrichment Classes

## Adobe Lightroom - Advanced

Adobe launched the all-new Lightroom CC in October 2017 with an advanced feature to access your photos across platforms and edit in full-resolution from anywhere on your phone, tablet or computer. This advanced Lightroom class will get you clarity on Classic Lightroom and Lightroom CC Cloud tools and workflow. We'll also explore the more advanced features of Lightroom such as luminance masking to create better masks for editing part of an image, creating HDR and Panoramas using Lightroom CC. Classes are task-based and focus on real-world scenarios and challenges students face in their day-to-day digital photography world. Bring your laptop with loaded software to class. Please contact instructor at noellavigeant@gmail.com with software questions.

**Instructor:** Vigeant

Day	Time	Site	Date	Sess.	Fee
S	9-12pm	Rm F7	1/13-2/3	5	\$165

## NEW Travel Photography

Improve your photography and have some fun with camera settings. This class explores classic and unique travel photography for all your travel adventures. Explore techniques to tell a story with your photos and capture the uniqueness of new places and new people. Class is hands-on learning and two field trips with a professional photographer. Class includes assignments and guidance in improved photos. Come learn the secrets of making great photographs with a focus on Travel Photography. Bring your camera, charged batteries and camera manual to class. \$5 materials fee payable to instructor.

**Instructor:** Vigeant

Day	Time	Site	Date	Sess.	Fee
Sa	1-4pm	F7	1/13-2/3	4	\$132

## NEW Seaside Capitola Photography

Focus your photography on the big blue Pacific Ocean while learning classic compositions and techniques for photographing the seaside village of Capitola. Class includes one 4 hour field trip to Capitola to photograph the ocean, the pier, the village and sunset. 1st class meets hands-on practice in the classroom. Bring camera and charged batteries to class. Capitola fieldtrip class will be 4 hours from 5pm - 9pm on April 14. Students must provide transportation to and from field trip.

**Prerequisite:** DSLR1 Camera or equivalent knowledge.

**Instructor:** Vigeant

Day	Time	Site	Date	Sess.	Fee
Sa	3-5pm	Rm F7	4/7	3	\$110(inclusive)
Sa	3-5pm	Capitola	4/14		
Sa	3-5pm	Rm F7	4/28		

## DSLR Outings

Get out of auto and get out and take beautiful photographs with your DSLR camera. Go on assignment to Street Fairs, Gardens, Markets and more. This class is focused on the hands-on lessons out in the world around us. First meeting 9am-noon will start in the classroom, then it's out and about for hands-on fieldwork. Fieldtrips include evening street festival 5-8pm on June 2, Hakone Gardens, and a local ranch. Each class is a unique opportunity combining photographic composition and camera settings. Materials fee \$5 each class. All classes 9-noon except Evening Street Fair. Bring your camera and tripod to each class.

**No Class 5/26**

**Prerequisite:** DSLR1 Camera or equivalent knowledge.

**Instructor:** Vigeant

Day	Time	Site	Date	Sess.	Fee
Sa	9am-12pm	Rm F7	5/12-6/9	4	\$132

## WRITING

### About Instructor Pipkin

*Jill has been a writer and an editor for many years. She has lived in France and Switzerland and Iran, and traveled in Mexico, Italy, Greece, England and Spain. Her memoir about Turkey was published in November 2011 (on Amazon.com). Jill also teaches digital photography.*

### Creative Writing Workshop

*Let's get going with your writing about your favorite topics, be it yourself (memoir) or your special characters, or whatever else is on your mind. We will write and read in class your own project or assigned projects to get you going! Supportive atmosphere will cheer you on!*

**Instructor:** Pipkin

Day	Time	Site	Date	Sess.	Fee
M	10am-12pm	Rm Q5	1/22-2/12	4	\$50
M	10am-12pm	Rm Q5	2/26-3/19	4	\$50
M	10am-12pm	Rm Q5	3/26-4/23	4	\$50

**No Class 4/16**

M	10am-12pm	Rm Q5	4/30-5/21	4	\$50
M	10am-12pm	Rm Q5	6/4-6/25	4	\$50

# Fitness & Health

Aquatics At A Glance – Spring 2018							
Class		Time	Start Date	Sessions	Fee	Instructor	Location
Monday	Early Workout	7-8am	2/12	11	\$65	Meck	Pool
	Water Ex.	10-11am	2/12	11	\$65	Meck	Pool
	Lap Swim	12-1pm	ongoing	ongoing	See below	Meck	Pool
	Swim Level 1	1-1:45pm	2/26	5	\$55	Meck	Pool
	Swim Level 1	1-1:45pm	4/2	5	\$55	Meck	Pool
	Swim Level 3	11-11:45am	2/26	5	\$55	Meck	Pool
	Swim Level 3	11-11:45am	4/2	5	\$55	Meck	Pool
Tuesday	Water Ex.	10-11am	2/13	12	\$65	Mount	Pool
	Lap Swim	12-1pm	ongoing	ongoing	See below	Mount	Pool
	Swim Level 1	6:15-7:00pm	2/13	5	\$55	Mount	Pool
	Swim Level 1	6:15-7:00pm	3/20	5	\$55	Mount	Pool
	Swim Level 1	7:15-8pm	2/13	5	\$55	Mount	Pool
	Swim Level 1	7:15-8pm	3/27	5	\$55	Mount	Pool
Wednesday	Early Workout	7-8am	2/14	11	\$65	Meck	Pool
	Water Ex.*	10-11am	2/14	11	\$65	Meck	Sr. Ctr.
	Lap Swim	12-1pm	ongoing	ongoing	See below	Meck	Pool
	Water Ex.	1:15-2:15pm	2/14	12	\$65	Meck	Pool
Thursday	Water Ex.	10-11am	2/15	12	\$65	Mount	Pool
	Lap Swim	12-1pm	ongoing	ongoing	See below	Mount	Pool
	Water Ex.	6:15-7:15pm	2/15	12	\$65	Mount	Pool
	Swim Level 2	7:15-8pm	2/15	5	\$55	Mount	Pool
	Swim Level 2	7:15-8pm	3/29	5	\$55	Mount	Pool
Friday	Early Workout	7-8am	2/16	10	\$65	Meck	Pool
	Water Ex.*	10-11am	2/16	10	\$65	Meck	Sr. Ctr.
Saturday	Water Ex.	10-11am	2/24	11	\$65	Mount	Pool
	Swim Level 1	11:15-12pm	3/3	5	\$55	Mount	Pool
	Swim Level 1	11:15-12pm	4/7	5	\$55	Mount	Pool
	Swim Level 2	12:15-1pm	3/3	5	\$55	Mount	Pool
	Swim Level 2	12:15-1pm	4/7	5	\$55	Mount	Pool
<p>Water jog belts and noodles are available. The pool is outdoors and heated for exercise. It is not a therapeutic pool and all participants are required to enter and exit the pool without assistance. Locker room with showers available. Pool entrance opens 10 minutes before class begins and closes 10 minutes after class ends. Pool closed 2/19, 2/23, 4/20.</p> <p>All classes held at the Adult Education location Pool unless noted with an * which will be held at the Senior Center Pool.</p>							

# Fitness & Health



## OUTDOOR AQUATICS

### Early Morning Water Workout

This one hour workout opportunity is for anyone that wants to swim laps, water run/walk or participate in a guided water aerobics routine. Instructor will provide an environment for a multi-dimensional class. Endurance, strength, flexibility and balance are many of the benefits of water exercise. Come discover the workout that's best for you! Questions? Please contact Nada Meck: [nmeck@scusd.net](mailto:nmeck@scusd.net). **No Class: 2/19, 2/23, 4/21.** **Note: Change in drop-in procedure starting 8/14. Payment for drop-ins will no longer be accepted at pool. Drop-in punch cards will be available for purchase at front office. \$45 for 6 visits. Please refer to page 20 for start dates and times.**

### Water Exercise

Exercising in the water is perfect for everyone. The water provides the opportunity to modify land based exercises; jumping jacks, skipping, jump rope, core strength. The water is a place to explore and improve balance, core strength, agility and coordination. Come and see how intensity intervals can challenge experienced students, those recovering from injury, the young, the old and everyone in-between! **No Class: 2/19.** **Note: Change in drop-in procedure starting 8/14. Payment for drop-ins will no longer be accepted at pool. Drop-in punch cards will be available for purchase at front office. \$45 for 6 visits. No drop-ins allowed. Please refer to page 20 for start dates and times.**

### Swimming - Level 1

Designed for people who have little or no experience with swimming. During this 45 minute class students will perform exercises that will stimulate relaxation and comfort in the water. Students will be able to walk across the shallow end of the pool, blow bubbles with face on the top and submerged in water; perform the front and back float and a streamline glide. Upon completion of these skills students are eligible to take Level 2 Swimming. **No drop-ins allowed. Please refer to page 20 for start dates and times.**

### Swimming - Level 2

This 45 minute class is designed for students who have completed Swimming Level 1 and are ready for the next level or for students that can float and are comfortable in the water. In this course students will learn to swim the crawl stroke across the length of the pool and build swim endurance through class workouts. Please bring goggles and swim cap. **No drop-ins allowed. Please refer to page 20 for start dates and times.**

### Swimming - Level 3

The goal of this class is for students to be able to swim the length of the pool (25 yards) using the crawl stroke. Drills to focus on arm and leg technique will be reviewed as well as an emphasis on side breathing. As participants successfully swim the length of the pool, laps or yardage will be added to workouts to build endurance. Workouts are designed for individual needs. Swim terminology terms such as sets and intervals will be introduced to help swimmers measure individual progress. Backstroke, breaststroke, flip-turns and treading water will be introduced throughout the term too!

**Prerequisites:** Swimming Level 3 is for people that have swimming experience and are able to perform the crawl stroke with side breathing. **No drop-ins allowed. Please refer to page 20 for start dates and times.**

### Lap Swim

Join noon time swimmers for an hour workout in a year-round heated outdoor pool. All swimming levels accommodated with lane lines; kick boards available or bring your own. Purchase \$90 punch cards for 20 visits in the front office or \$25 for 5 visits. Must be at least 18 years old. **Locker room will be open from 11:50am-1:15pm. Please refer to page 20 for start dates and times.**

# Fitness & Health



## Warm Water Classes At A Glance – Spring 2018

Class		Time	Start Date	Sessions	Fee	Instructor	Location
Monday	Arthritis	9-10am	2/12	10	\$72	Pestarino	Sr. Ctr.
	Low Back	10:15-11:15am	2/12	10	\$72	Pestarino	Sr. Ctr.
	Beginning Conditioning	11:30-12:30pm	2/12	10	\$72	Pestarino	Sr. Ctr.
Tuesday	Low Back	9-10am	2/13	11	\$72	Pestarino	Sr. Ctr.
	Arthritis	10:15-11:15am	2/13	11	\$72	Pestarino	Sr. Ctr.
	Ai Chi	11:30-12:30pm	2/13	11	\$80	Pestarino	Sr. Ctr.
	Arthritis	3-3:45pm	2/13	11	\$68	Ramirez	Sr. Ctr.
	Beginning Conditioning	3:45-4:30pm	2/13	11	\$68	Ramirez	Sr. Ctr.
Wednesday	Arthritis	9-10am	2/14	11	\$72	Pestarino	Sr. Ctr.
	Low Back	10:15-11:15am	2/14	11	\$72	Pestarino	Sr. Ctr.
	Beginning Conditioning	11:30-12:30pm	2/14	11	\$72	Pestarino	Sr. Ctr.
Thursday	Low Back	9-10am	2/15	11	\$72	Pestarino	Sr. Ctr.
	Arthritis	10:15-11:15am	2/15	11	\$72	Pestarino	Sr. Ctr.
	Arthritis	11:30-12:30pm	2/15	11	\$72	Pestarino	Sr. Ctr.
	Arthritis	3-3:45pm	2/15	11	\$68	Ramirez	Sr. Ctr.
	Beginning Conditioning	3:45-4:30pm	2/15	11	\$68	Ramirez	Sr. Ctr.
Friday	Arthritis	9-10am	2/16	10	\$72	Pestarino	Sr. Ctr.
	Low Back	10:15-11:15am	2/16	10	\$72	Pestarino	Sr. Ctr.
	Ai Chi	11:30-12:30pm	2/16	10	\$80	Pestarino	Sr. Ctr.

*Santa Clara Adult Education provides various classes taught by certified and credentialed instructors at the Santa Clara Senior Center in a 92 degree pool. All classes are limited to 12 students. Because of the limited number of students there are **no refunds**. If participant requires assistance, a caregiver must be present at all times to provide assistance. Pool entrance opens 10 minutes before class begins. No class April 16-20, 2018.*

*Questions? Please contact [Stephanie spestarino@scusd.net](mailto:Stephanie.spestarino@scusd.net) (408-423-3535) for morning classes. For afternoon classes, contact [Mary mramirez@scusd.net](mailto:Mary.mramirez@scusd.net).*

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# Fitness & Health

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## WARM WATER EXERCISE

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### Ai Chi

Like a beautiful dance in the water this form of exercise is a series of movements that are a combination of deep breathing, slow broad motions in continual flowing patterns. Ai Chi improves muscle tone, circulation, flexibility and balance. Discover a new way to relax and energize yourself! **No Class: 3/30, 4/17, 4/20.**

***Please refer to page 22 for start dates and times.***

### Arthritis Exercise

This class incorporates the buoyancy of water and the soothing warmth of a heated pool making a safe, ideal environment for relieving arthritis pain and stiffness. Gentle movements increase joint flexibility and range of motion, while restoring or maintaining muscle strength. **No Class: 2/19, 3/30, 4/16-4/20.**

***Please refer to page 22 for start dates and times.***

### Beginning Water Conditioning

This class is designed for adults who are just beginning an exercise program. The warm water provides a comfortable, low-impact environment to help you get started. The resistance of the water provides physical benefits for every exercise that you complete. The class will focus on proper technique, body alignment, strengthening, flexibility and low intensity aerobic conditioning. A variety of techniques will be used.

**No Class: 2/19, 4/16-4/19. Please refer to page 22 for start dates and times.**

### Low Back Class

This low impact water exercise class will focus on balance and strengthening the core muscles. Exercise emphasis will be placed on the abdominal and back muscles which provide stabilization and support to the spinal column and on safe muscle conditioning. The supportive nature of the water permits you to exercise with decreased muscle and joint tension. **No Class: 2/19, 3/30, 4/16-4/19.**

***Please refer to page 22 for start dates and times.***

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## EXERCISE & FITNESS

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### Non-Impact Dance Aerobics

This dynamic aerobic class encourages the active senior to develop cardiovascular conditioning with endurance, muscular balance, strength, coordination and flexibility. Exercising to music extends beyond the self as many class members like to demonstrate for community activities Senior Center.

***Please refer to page 24 for start dates and times.***

### Stretch and Strength

Enjoy your week with a workout that will activate the entire body from head to toe! We will stand, sit in chairs and lie on mats to go through exercises that will promote strength, flexibility and balance. This class is perfect for people new or getting back into exercise as well as people that want a variety of exercises that give an overall workout. Multi-purpose Room. **No Class: 2/23, 4/20. Please bring a mat and light hand weights. Please refer to page 24 for start dates and times.**

### The Karate Way – Confident Self Defense

Acquire the most effective self defense techniques and achieve exceptional health and fitness with the traditional art of Shotokan Karate. Build strength, endurance and focus and exude confidence and control of all aspects of life! For more information contact Wayne Krill at (408) 739-7498 wvkrill@hotmail.com.

Multi-purpose Room. *Pre-registration required.* **No Class: 2/20, 2/22.**

***Please refer to page 24 for start dates and times.***

### Tai Chi

You will experience better health, happiness and longevity through this meditative experience. The student will perform a series of slow, precise movements without strain or interruption. Tai Chi utilizes and stimulates nearly all parts of the body. ***Please refer to page 24 for start dates and times.***

### Weight Training – Muscles for Life

Want to look better, improve strength and feel great? Work out on a multi-station gym, toning and shaping your body using cabled weights and more. Instructor will develop a personal training program then work with you on your way to personal health improvement. Drop-ins are welcome, instructor will give pointers and encouragement. Drop-in fee is \$8 per day. Small class size allows for personal instruction.

**No Class: 2/23, 4/20. Please refer to page 24 for start dates and times.**



# Fitness & Health



Exercise & Fitness Classes At A Glance – Spring 2018							
	Class	Time	Start Date	Sessions	Fee	Instructor	Location
Monday	Soccer Indoor Women	7-8:30 pm	2/12	10	\$75	Volta	Gym
	Soccer Indoor Co-ed	8:30-10 pm	2/12	10	\$75	Volta	Gym
Tuesday	Weight Training	7:45-9 am	2/13	11	\$75	Vigo	P3
	Non-Impact Dance Aerobics*	8:30-9:45 am	2/13	12	\$65	Myers	Sr. Ctr.
	Weight Training	4:30-6 pm	2/13	11	\$75	Vigo	P3
	Karate Way	6-7 pm	2/13	20	\$150	Krill	Multi
	Volleyball-Co-Ed	7:45-9:45 pm	2/13	12	\$105	Negrete	Gym
Wednesday	Weight Training	7:45-9 am	2/14	11	\$75	Vigo	P3
	Fencing-All Level**	6:30-8 pm	2/28-3/30	10	\$148	Sahm	Multi
	Fencing-All Level	6:30-8 pm	4/4-5/11 5/23-6/22 6/27-8/1	10	\$148	Sahm	Multi
Thursday	Weight Training	7:45-9 am	2/15	11	\$75	Vigo	P3
	Non-Impact Dance Aerobics*	8:30-9:45 am	2/15	11	\$65	Myers	Sr. Ctr.
	Karate Way	6-7 pm	2/15	20	\$150	Krill	Multi
	Tai Chi	7:30-9:30 pm	2/15	10	\$100	Lienhart	Multi
	Soccer-Indoor Co-ed	7:45-9:45 pm	2/15	10	\$95	Volta	Gym
Friday	Weight Training	7:45-9 am	2/16	10	\$75	Vigo	P3
	Stretch & Strength	8:30 am	2/16	10	\$60	Meck	Multi
	Fencing-All Level**	7:30-9 pm	2/28-3/30	10	\$148	Sahm	Multi
	Fencing-All Level**	7:30-9 pm	4/4-5/11 5/23-6/22 6/27-8/1	10	\$148	Sahm	Multi
Saturday	Fencing Pedagogy	12-3:00 pm	3/3-5/12 5/19-7/21	10	\$265	Sahm	Multi
If you need assistance in selecting a class that is right for you please call Becky at (408) 423-3508. *Senior Center **Fencing All Levels meets Wednesday and Fridays during dates shown. Contact instructor if you can attend one of the evening 10 sessions = \$148 *** No Class 4/18, 4/20							

# Fitness & Health

## EXERCISE & FITNESS

### Fencing Pedagogy

Dedicated to the professional training of fencing teachers, this class will teach you the skills needed to be a confident and effective fencing instructor. Master the theory of the classical Italian system, learn the full range of actions, and develop the skills of timing, speed and strategy to prepare for competition. The instruction the candidate will receive in this class is comparable to the training in Italy. Required text: The Science of Fencing by Dr. William M. Gaugler can be obtained from Maestra Janine Sahm in class. Email Maestra Sham with any questions at [FencingMastersProgram@comcast.net](mailto:FencingMastersProgram@comcast.net). **Prerequisite:** Students must have successfully completed Fencing – All Levels or have equivalent fencing experience to enroll. **No Class: 4/20. Please refer to page 24 for start dates and times.**

### Fencing - All Levels

All levels welcome! Be part of a 500 years of dueling tradition by learning the art and science of fencing. This system will teach the beginner the fundamentals of the Italian foil, how to move on the strip and execute offensive, defensive and counteroffensive actions. Intermediate to advanced students will continue to develop skills while learning the full range of actions. Advanced students will have the opportunity to bout and learn the skills of sabre and epee if desired. Participants must be 18 years or older. Wear comfortable clothing and athletic shoes. All fencing equipment is supplied. Class meets Wednesday and Fridays. If you have questions about the class email Maestra Sham with any questions at [FencingMastersProgram@comcast.net](mailto:FencingMastersProgram@comcast.net). **No Class: 4/18, 4/20. Please refer to page 24 for start dates and times.**

### Volleyball – Co-Ed

Classroom drills will include serving, passing, hitting and digging. Class time will be structured with drills, demonstrations and game play. Some review of drills and basic skills but emphasis is on team play. This class is designed for students who have some volleyball experience. Gym.

**Please refer to page 24 for start dates and times.**

### Soccer – Indoor Women

For all levels of playing ability, although basic soccer skills and knowledge is required. Classes will include development of technique, tactics and sportsmanship. All instruction is done through team play with an emphasis on enjoyment. Gym. *Class limit: 16.* **No Class: 2/19, 4/16.**

**Please refer to page 24 for start dates and times.**

### Soccer – Indoor Co-Ed

For intermediate to advanced level male or female players. Class is structured around game strategy, teamwork and sportsmanship. All instruction done through team play with an emphasis on enjoyment.

*Class limit: 16.* **No Class: 2/19, 2/22, 4/16, 4/20. Please refer to page 24 for start dates and times.**

## YOGA

### Yoga - For Wellness

It is a traditional Indian style of yoga using stimulation and relaxation technique which helps in increasing focus and concentration, making mind-body connection stronger. This style of yoga includes all the three, Ashtanga, Vinyasa and Iyengar styles of yoga to improve strength and flexibility while attaining correct postures. This class will also include different types of relaxation techniques to reduce stress and increase calmness of the mind. Sleep better and reduce stress with these simple, gentle yet effective yoga techniques for beginner as well as intermediary students. Check with instructor for days off. **No Class: 2/19, 3/26.**

**Please refer to page 26 for start dates and times.**

### Yoga - Vinyasa Flow Yoga for Everybody!

Vinyasa Yoga, also called flow yoga, a popular style in the USA. It is a series of poses that will move you through the power of inhaling and exhaling. Each breath will guide you to the next movement, flowing like a dancer. Class focus on breathing techniques, posture strengthening and relaxing the mind. Forget about your everyday stresses and unwind. You will leave class feeling relaxed, rejuvenated, and refreshed. Bring your own a yoga mat. The instructor is a RYT Certified yoga instructor and believes that yoga should be accessible to everyone. She pose options available for both intermediate-level or beginner-level yogis. Room H1.

**No Class: 2/19. Please refer to page 26 for start dates and times.**

# Fitness & Health

Yoga At A Glance – Winter 2017							
	Class	Time	Start Date	Sessions	Fee	Instructor	Location
Monday	For Wellness	10:30-11:30am	2/12	10	\$65	Despande	H1
	Vinyasa Flow	6:10-7:10pm	2/26	6	\$39	Bridgewater	H1
Tuesday	Prenatal Yoga	10:45-11:45am	2/13	10	\$65	Despande	H1
	Strength & Relaxation	6-7:30pm	2/6	10	\$90	Peterson	H1
Wednesday	Stress Free Healthy Living	9-10:30 am	2/14	10	\$90	Singh	H1
	Strength & Relaxation	6-7:30pm	2/14	10	\$90	Peterson	H1
Thursday	Hatha – All levels	7-8:15pm	2/15	10	\$75	Russell	H1
Friday	Gentle Yoga *	10:15-11:30am	2/16	10	\$81	Parmar	Sr. Ctr.
	Healthy Living	9-10:30am	2/16	9	\$81	Singh	H1
<i>Please bring a mat and dress comfortably. Yoga straps and blocks will be available in class. Drop in fee \$10.00, register at main office and bring receipt to class. * Classes held at Senior Center.</i>							

## YOGA

### Yoga – Strength and Relaxation-All Levels

In the Iyengar system of yoga, classical yoga postures are taught with an emphasis on alignment. Props may be used to assist in maximizing full health benefits that each pose (asana) presents. Postures are designed to increase flexibility, eliminate stress, increase blood flow and open channels of energy. Bring a mat and small blanket (fold to 1-2 in.) to class. For questions about this class contact Rachel Peterson at [rpeterson@scusd.net](mailto:rpeterson@scusd.net). **No Class: 2/20, 2/21, 4/17, 4/18.**

***Please refer to page 26 for start dates and times.***

### Yoga – Gentle

This class is designed to work and relax the body and mind while focusing on the breath. Equal emphasis is placed on building strength and balance, breathing mindfully, and increasing flexibility while relaxing into the moment. This class gives the option for a practitioner to experience yoga using a chair as a prop. All levels welcome and please bring a yoga mat to class. For questions about this class contact Sudha at [sudhayoga@yahoo.com](mailto:sudhayoga@yahoo.com). **No Class: 3/30, 4/20.**

***Please refer to page 26 for start dates and times.***

### Hatha Yoga – All Levels

This class is designed for all levels of students. You will increase flexibility, core strength and stamina by moving into various postures. You will learn to be aware of healthy breathing patterns and to reduce stress through relaxation and meditation techniques. Class combines ancient yoga traditions with advances in the modern science of mind/body to provide a blend of useful ways to move through life.

***Please refer to page 26 for start dates and times.***

# Fitness & Health

## Yoga – Stress-Free Healthy Living

In the modern stress induced world of today, learn ancient and formerly secret techniques of breath control (pranayama), yoga postures (asana) and mind-body connections to gain mastery to quiet, strengthen and control the mind while creating inner harmony for a happy and healthy life. Learn to improve flexibility; alleviate muscle, joint and low-back pain; increase energy; balance the nervous system; improve symptoms of hypertension, diabetes and other glandular imbalance. Class is like a yoga studio setting with personalized attention for posture alignment/adjustment to ensure maximum benefit. The teacher has over 10 years of teaching experience of therapeutic applications of yoga and is certified with 3 different yoga schools. Registration is limited on a first come first served basis, please register early to avoid disappointment. All levels welcome. Bring your own yoga mat to class. **No Class: 2/21, 2/23, 4/18, 4/20.**

**Please refer to page 26 for start dates and times.**

## Prenatal Yoga

This gentle yoga helps moms-to-be in relieving stress in their mind and body. During this class we will focus on breath synchronization with movements to improve calmness of the mind, gentle but deep stretches to relieve pain in the body and postures to strengthen joints. Different types of relaxation techniques will help to take rest in short period of time and feel refreshed. Room H1.

**Please refer to page 26 for start dates and times.**

## Health At A Glance – Winter 2017

	Class	Time	Start Date	Sessions	Fee	Instructor	Location
<b>Tuesday</b>	<b>Meditation</b>	5:45-7:15pm	4/3	2	\$25	Gronlund	C
<b>Thursday</b>	<b>Feldenkrais</b>	6:30-7:30 pm	2/15	12	\$65	Urrutia	P3

## HEALTH

### Feldenkrais®

Help improve your flexibility and reduce muscle tension while enhancing mobility and physical performance. Learn safe comfortable movement sequence from a certified practitioner. For people with arthritis, fibromyalgia and other physical conditions. *Wear loose fitting clothing and bring a mat. Note: Students must bring a mat and towel, and wear loose fitting clothing.*

**Please refer to page 27 for start dates and times.**

### Meditation

This class will give you techniques to help manage your stress. You will learn methods to quiet your mind from all the worry and mindless chatter, improve stress tolerance and mental awareness. Emphasis will be on breath work, ways to quiet the mind, and releasing stress in the body. We will practice several different breathing methods to release tension. You will be given information on how to do self-body scans and stretches to release accumulated stress in the body. Questions about this class? Contact Leah at lgronlund@scusd.net. **Please refer to page 27 for start dates and times.**

# Fitness & Health

Dance At A Glance – Winter 2017							
	Class	Time	Date	Sessions	Fee	Instructor	Location
Monday	International Folk Dance	7:30-9:30 pm	5/7	7	\$49	Gault	Multi
Wednesday	Country Western Line Dance *	10:30 am	2/14	10	\$60	Sjostrom	Sr. Ctr.
Thursday	Country Western Line Dance *	10:15 am	2/15	10	\$60	Sjostrom	Sr. Ctr.
Friday	Flamenco	1-2 pm	1/19-3/16	8	\$80	Puga-Dempsey	H1

DANCE

Country Western Line Dance

This one hour exercise program will improve your cardiovascular fitness, muscle coordination, mental agility and group interaction combined with the fun and skills of line dancing. No partners needed. Senior Center.  
**No Class: 2/21, 2/22. Please refer to page 28 for start dates and times.**

International Folk Dance

Learn dances, beginning and intermediate, partner and non-partner, from many countries-the Balkans and Israel, through Western Europe, and North America. Basic steps and styling useful for country western and ballroom. Partners not necessary; beginners welcome. Multipurpose Room.  
**Please refer to page 28 for start dates and times.**

Flamenco

Learn how to dance Flamenco! Flamenco is the traditional dance of Spain derived from the Gypsy's. Flamenco is exotic, exhilarating and passionate. No partner is needed. Room, H1.  
**Please refer to page 28 for start dates and times.**

Social Salsa

This class is designed to help you learn the basic steps needed to dance any type of salsa so that you can keep up with any kind of salsa music. Students will learn about salsa music so that they can recognize it when it is being played and be able to follow along. Students will learn how to dance salsa individually or with a partner.  
**Fall 2018.**

Cumbia

Cumbia is a popular type of music from Mexico and Latin America. In this class students will learn the basic steps to Cumbia, be familiar with the music and the most popular songs. Enjoy your exercise and dance the time away. Students will learn how to dance on their own or with a partner. Partners are welcomed!  
**Fall 2018.**



# Fitness & Health



## CPR & FIRST AID

All CPR and First Aid classes are taught by American Heart Association-credentialed instructors. English language competency required. Certification from the American Heart Association will be mailed after successful completion of the course. Classes start promptly. For more information about CPR classes, call Becky at (408) 423-3508.

### CPR – Heartsaver AED

This class is for everyone. You will learn CPR, AED, and relief of airway obstruction for a responsive adult, child, and infant. Credential provided. Class starts promptly. English language competency required.

**Instructor:** Truong

Day	Time	Site	Date	Sess.	Fee
W	3:30-6:30pm	Rm P3	2/28	1	\$55
W	3:30-6:30pm	Rm P3	3/21	1	\$55

### CPR for Healthcare Providers

Designed for persons working in the healthcare industry. Course covers CPR for adult, child, infant and relief of airway obstruction in responsive and non-responsive victims; bag-mask ventilation; mouth-to- barrier ventilation; use of AED and two-rescuer CPR. Credential issued after successful completion of course. English language competency required. Class starts promptly.

**Instructor:** Truong

Day	Time	Site	Date	Sess.	Fee
W	3:30-7:30pm	Rm P3	4/25	1	\$60

### First Aid – Infant, Child, and Adult

Class covers First Aid techniques for adult, child, and infant; including bleeding, shock management, injury assessment, and much more. English language competency required.

**Instructor:** Truong

Day	Time	Site	Date	Sess.	Fee
W	3:30-7:30pm	Rm P3	3/7	1	\$60
W	3:30-7:30pm	Rm P3	4/18	1	\$60



# CAREER AND TECHNICAL TRAINING

*The Career and Technical Training Programs offer a spectrum of services to meet your varied career needs. Certificated programs and individual classes are offered. For information check our web page at [www.SantaClaraAdultEd.org](http://www.SantaClaraAdultEd.org)*

## Resource Center

The Resource Center, in Building C, is a self-service facility. The Center provides job search activities such as current job listings, telephones, fax and copy machines, computers, along with interviewing skills classes. Please note that charges may apply. Take the next step to finding a new job!

*Career Services available by appointment only*

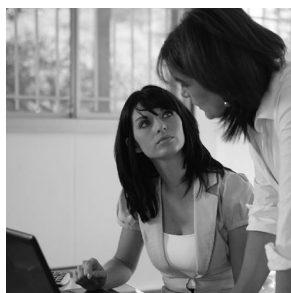
## Careers

Get the training that will help you face the challenges and meet the demands of today's competitive market place. Classes taught by industry professionals. Find class information on pages 36-43.

For additional information, call 408-423-3500.

Looking for career opportunities in Santa Clara Unified School District?

**Apply Now!** [www.santaclarausd.org/apply](http://www.santaclarausd.org/apply)



## Office Skills Training Program

Compete in today's job market by joining the Office Skills Training Program, a diverse selection of computer and non-computer courses with open enrollment offered during the day.

You can sign up for one class or take several to pursue a program certificate. Classes taught by industry professionals.

### Program Certificates issued in:

- Accounting Assistant
- Administrative Assistant
- Office Assistant

Find class information on pages 36-43 For additional information call Gail Yee at 1-408-423-3512 or email her at [gyee@scusd.net](mailto:gyee@scusd.net).

## High Tech Academy

Offers training in Information and Communication Technology:

- Cisco Certified Entry Networking Technician (CCENT)
- Cisco Certified Network Associate (CCNA) – Routing and Switching
- Software Quality Assurance (QA) & Testing

A variety of evening and weekend computer classes are available in Programming, Databases, Networking, and Software Testing. Classes taught by industry professionals. The classes can be taken individually to meet personal goals or in sequence towards a Program Certificate.

Find class information on pages 45-51 For additional information call Luda Ponomarenko at 408-423-3523.

## Santa Clara Library

Improve your computer literacy skills by attending free hands-on computer classes at Santa Clara Library. We offer a series for job-seekers and library electronic resources for job-seekers. Learn more about these programs by calling 1-408-615-2900. The library is located at 2635 Homestead Road in Santa Clara. Please join us.

## Online Education

Upgrade your skills from the comfort of your home or office when you want to. In conjunction with Ed 2 Go, we are offering courses over the Internet. For additional information turn to the Online Education Section of the catalog page 44 or visit the website at [www.ed2go.com/santaclara](http://www.ed2go.com/santaclara).

## Other Adult Schools near Santa Clara in our Consortium

Campbell Adult and  
Community Education  
1224 Del Mar Avenue  
San Jose, CA 95128  
(408) 626-3402  
[www.cace.cuhsd.org](http://www.cace.cuhsd.org)

East Side Adult Education  
625 Educational Park Drive  
San Jose, CA 95133  
(408) 928-9300  
[adulthoodeducation.esuhd.org](http://adulthoodeducation.esuhd.org)

Independence Adult Center  
625 Educational Park Drive  
San Jose, CA 95133  
(408) 928-9300  
[adulthoodeducation.esuhd.org](http://adulthoodeducation.esuhd.org)

Milpitas Adult Education  
1331 East Calaveras Blvd.  
Milpitas, CA 95035  
(408) 635-2692  
[mcd.schoolloop.com](http://mcd.schoolloop.com)

Overfelt Adult Education  
1901 Cunningham Ave.  
San Jose, CA 95122  
(408) 254-8100  
[adulthoodeducation.esuhd.org](http://adulthoodeducation.esuhd.org)

Silicon Valley Adult Education  
760 Hillsdale Ave.  
San Jose, CA 95136  
(408) 723-6450  
[www.metroed.net](http://www.metroed.net)

# Career and Technical Education

## Bridge to College and Careers

### Eligible People

High School  
Diploma  
Graduate

GED  
Completers

Other  
Community  
Members

Advanced  
ESL  
Students

### Training Programs

Office Skills  
Training Program

Accounting  
Assistant Training Program

Cisco Certified  
Network Technician  
Training Program

## Prepared To Be

Administrative  
Assistant

Accounting  
Assistant

Help Desk  
Technician

Network  
Support  
Technician

## Future Possibilities



### **Community College / University**

(some community college credits are transferable to colleges and universities)



### **Work Place**



# Office Skills Certificate Programs

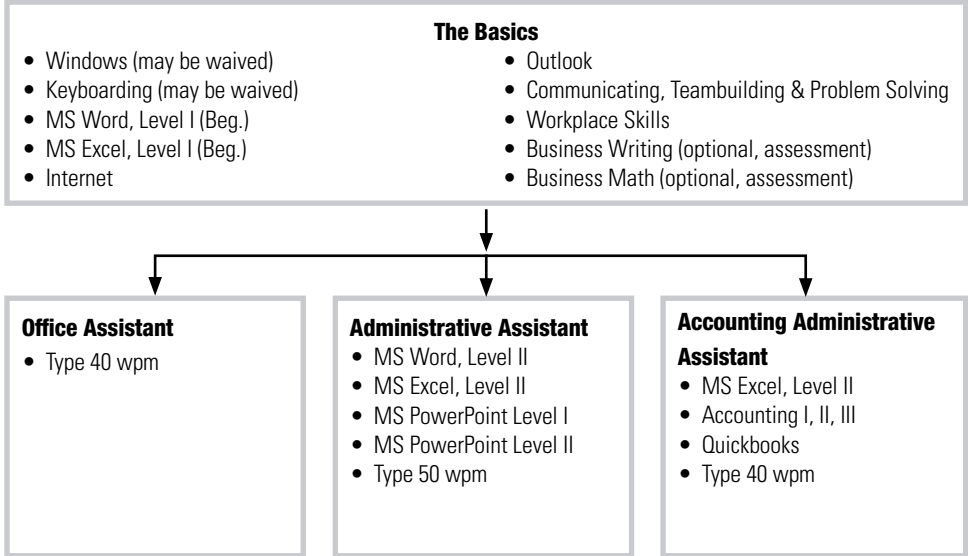
## Frequently Asked Questions (FAQ's)

Questions	Answers
<i>What are office skills?</i>	They are skills that are necessary in today's office, such as using a computer to produce documents, spreadsheets and presentations. Working effectively with customers and colleagues is critical and organizational skills are usually required. Many employers are also asking for accounting knowledge.
<i>What is the Office Skills Training Program?</i>	This training program offers classes in office skills that can be taken individually to meet personal goals or in sequence towards a Program Certificate.
<i>What is a Program Certificate?</i>	A Program Certificate is a series of classes completed successfully that will meet minimum requirements for an entry level position in that area.
<i>What Program Certificates do you offer?</i>	We offer the following Program Certificates: <ul style="list-style-type: none"><li>• Accounting Administrative Assistant</li><li>• Administrative Assistant</li><li>• Office Assistant</li></ul>
<i>What classes are required for each Program Certificate?</i>	Please see 35 for Program Certificate class requirements.
<i>What if I only want to take one or two classes?</i>	No problem. Look through the catalog, select your class and register by phone, online or in person. (See "Registration Information" on 71).
<i>What order should I take the computer classes?</i>	Windows is a prerequisite for many of the computer application classes. If you know Windows, you may sign up for computer application class(es). See 35 or sequence recommendation.
<i>Why should I take Office Procedures?</i>	Although you might be able to compose a letter, in the workplace you will need to know how to compose various types of letters in an acceptable business manner. In this class, you will learn how to communicate in writing, prepare yourself for interviews, and basic understanding of office procedures.
<i>Why should I take Communicating, Team-building, and Problem Solving?</i>	Employers are not looking for people with only technical skills. They want a team player who can problem solve, communicate and work well with others. Everyone should take this class before looking for a job.
<i>Why should I take Accounting if I don't want to be an accounting clerk?</i>	Any job you hold will at one point or another refer to an accounting function. If you have an understanding of accounting, it will place you ahead of the other candidates for the same position who do not have this knowledge. Everyone should take at least one accounting course.
<i>I have more questions and I need more help in deciding what to do. What should I do?</i>	Call Gail Yee, Course Advisor at 1-408-423-3512 or email her at <a href="mailto:gyee@scusd.net">gyee@scusd.net</a> to get started!

# Office Skills Certificate Programs

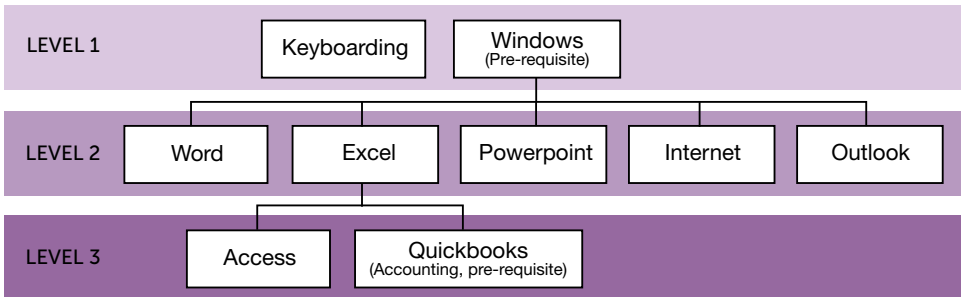
Class details start on 36

The following classes are required for their respective programs:



## PC Computer Training

### Suggested Course Sequence



### Office Skills Training Program Dates for Spring 2018

First day to register	1/22/2018
First day of term	2/26/2018 (Please see individual class description)
Last day of term	5/12/2018
Holidays	4/16/2018-4/21/2018

### Accounting Administrative Assistant Training Cost

Tuition	\$621
Books	\$800 (subject to change depending on cost of books)
Certification Exams	\$139

### Administrative Assistant Training Cost

Tuition	\$860
Books	\$500 (subject to change depending on cost of books)
Certification Exams	\$278

# Office Skills Training Program



**TEXTBOOKS:** See 41 for details. Must have books before class.

**All of the classes in the Career and Technical Education program are designed to assist you in finding and maintaining employment. State funding requirements do not allow students to take these classes for personal interest only.**

## Training Program Orientation

Information on the Office Skills Training Program (OST) which offers classes between the hours of 9 am - 8:30 pm in Careers and Computers. Orientation will cover an overview of the OST Program, advisor will provide one-on-one counseling to each person who attends, and develop a personalized schedule of courses. Orientation is mandatory for anyone new to the OST Program. Students may register and attend classes before attending an orientation but must register and attend the next OST Orientation. **Preregistration required.**

**Prerequisite:** None

**Instructor:** Yee ([gjee@scusd.net](mailto:gjee@scusd.net))

Day	Time	Site	Date	Sess.	Fee
Th	1-3pm	Rm Q4	2/8	1	Free

## Workplace Skills

Get a comprehensive overview of office procedures and concepts. Develop understanding of your career choice(s), create a job portfolio, and participate in mock interviews are a few highlights of this class. Technology and interpersonal skills are also highlighted in this class.

**Prerequisite:** None

**Textbook:** Provided in class.

**Instructor:** Yee ([gjee@scusd.net](mailto:gjee@scusd.net))

Day	Time	Site	Date	Sess.	Fee
Summer 2018					

## Communicating, Teambuilding and Problem Solving

Do you want to be a great employee? A great family member? Everyone needs this important class. Learn about personality types, and how to best work with your co-workers, peers, and family and friends who have differing personality styles. Develop skills to deal with difficult conversations, uncooperative colleagues, handling minor and serious insults, become a good listener and speaker, and communicate effectively in a diverse workplace.

You will also learn how to work in a team, including helpful and harmful team roles, team goal setting, and effective meeting strategies. Understand and develop problem solving skills to identify root causes, select, implement and monitor solutions.

Listen to what students have said about Communicating, Teambuilding, and Problem Solving, "I learned a lot of effective communicating skills from this class. I had a very good experience with the teacher and my classmates." "The teacher explains the information and makes sure that you understand. I highly recommend this class."

**Prerequisite:** None

**Textbooks:** Provided in class.

**Instructor:** Yee ([gjee@scusd.net](mailto:gjee@scusd.net))

Day	Time	Site	Date	Sess.	Fee
T,Th	9am-12pm	Rm Q4	2/27	20	\$69

# Microsoft

Office Specialist

## Microsoft Office Specialist Certification

Did you know that 71% of supervisors indicated Microsoft Office certification is advantageous to employees considered in hiring, promotion and advancement decisions? Skills in Microsoft Office (Word, Excel, Powerpoint and Access) are critical in today's job market. Complete classes in these important skills and then complete the certification exams. You will receive an industry recognized certification that tells employers that you have the skills they want. Get this important certification today! **Cost of certification exam:** \$100 + \$39 proctor fee.

# Office Skills Training Program

**Please read this information before you register.**

## Office Skills Training Program Computer Application Classes

- Are held in the computer lab, Room K2.
- Have many subjects going on at the same time; therefore, it is self-paced with no lecture. If you need assistance, there is an instructor in the room to help you.
- You may start this class anytime during the term as long as there is space available in the class.
- If you have completed all the computer applications you are interested in and wish to leave before the end of term, you may do so.

**Prerequisites:** Please see class description for information.

**Fee:** There is one flat rate (\$39) for each class, regardless of when you start or end during the term.

**First Day of Term: 2/26/2018**

### Classes are held on the following days/times:

MW 10:00 am – 12:00 pm  
TTh 10:00 am – 12:00 pm

MW 12:30 – 2:30 pm  
TTh 12:30 – 2:30 pm

MW 6:30 – 8:30 pm

### Keyboarding and 10-Key

Learn to type on the computer like a professional. Learn basic typing using the keyboard, entering numbers on the keyboard and the 10-key numeric keypad. Basic touch-typing exercises as well as advanced techniques are used to increase your speed and accuracy. Graphical keyboarding drills, tests, games and scores are included in the program. This class is a must in order to succeed in other computer classes.

**Type:** Self-paced on computers; Instructor available.

**Instructor:** Rice (Jrice@scusd.net)

Day	Time	Site	Date	Fee
See information above.				

### Internet

Explore the world of the Internet and all it offers. In the current job market, it is essential to know how to browse the Internet. Specifically, how to research information about companies, job openings, how to apply for a job online and upload a resume. In this class you will learn to search for information, make reservations, do online banking and shopping. You will learn the basics of sending and receiving email messages, adding contacts, sending and downloading attachments and using web mail.

**Transferable credit:** See 42.

**Type:** Self-paced on computers; instructor available.

**Prerequisite:** Must know Windows. No exceptions!

**Instructor:** Rice (Jrice@scusd.net)

Day	Time	Site	Date	Fee
See information above.				

### Office Skills: Windows 7

Learn the fundamentals of the Windows 7 operating system. You'll learn to control Windows, use cut/copy/paste, and create, save and print simple documents in WordPad and Paint. You'll create, copy, move and delete files and folders; learn the basics of the Internet; use the Control Panel and Help. This class counts as the Windows prerequisite for the Office Skills Training Program.

**Type:** Self-paced on computers; instructor available.

**Prerequisite:** Must be able to read and speak English

**Textbook:** See textbook list on 41.

**Instructor:** Rice (Jrice@scusd.net)

Day	Time	Site	Date	Fee
See information above.				

### Outlook 2013

Develop skills in this popular and powerful communication and time management application. Outlook 2013 allows you to organize all your personal information in a single place. Using web simulations and with a multitude of hands-on exercises, learn how to work with contacts, tasks and notes, use the calendar and find out more about Outlook's email feature. Create and manage contact databases, individual appointments and all day events. Create tasks for yourself and assign tasks to others. Video tutorials will be provided in class.

**Transferable credit:** See 42.

**Type:** Self-paced on computers; instructor available.

**Prerequisite:** Must know Windows. No exceptions.

**Textbook:** See textbook list on 41.

**Instructor:** Rice (Jrice@scusd.net)

Day	Time	Site	Date	Fee
See information above.				

# Office Skills Training Program

## Word 2013 – Level I

Create, modify, edit and print letters, memos, and announcements. Enhance the documents by adding borders, pictures, smart art and by changing font styles and font size. Create tables, resumes, forms, as well as two or three-column newsletters. Use mail merge to print multiple letters, labels and envelopes. Become an expert in creating reports with a title page, table of contents, and headers and footers. Video tutorials will be provided in class.

**Transferable credit:** See 42.

**Type:** Self-paced on computers; instructor available.

**Prerequisite:** Must know Windows. No exceptions.

**Textbook:** See textbook list on 41.

**Instructor:** Rice ([Jrice@scusd.net](mailto:Jrice@scusd.net))

Day	Time	Site	Date	Fee
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See top of page 37.

## Word 2013 – Level II

Use your Word skills to produce long, multi-page reports, research papers with Table of Contents, Index, footnotes and endnotes. Create macros, forms and add comments. Learn to use the sharing feature to collaborate with co-workers and track editing changes. Integrate Word with other Microsoft applications. Create your own Word templates. Use installed templates from MS Office or create your own templates for consistency and individuality. Add protection to your documents. Video tutorials will be provided in class.

**Transferable credit:** See 42.

**Type:** Self-paced on computers; instructor available.

**Prerequisite:** Microsoft Word Level I or similar exp.

**Textbook:** See textbook list on 41.

**Instructors:** Rice ([Jrice@scusd.net](mailto:Jrice@scusd.net))

Day	Time	Site	Date	Fee
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See top of page 37.

## Excel 2013 – Level I

In this course, you will be able to create, edit, format text, number, rows and columns as well as print a simple worksheet. You will modify the worksheet by performing editing tasks such as copy, paste, move, insert, delete, find, replace, and sort data. You will also manage large worksheets by using linking formulas, 3-D reference and copying formats between worksheets. By following exercises in the workbook, students will write formulas using absolute and relative reference, use functions and auditing tools. They will create many types of charts, format chart objects, and enhance a worksheet by using conditional formatting, graphics, headers, and footers. Video tutorials will be provided in class.

**Transferable credit:** See 42.

**Type:** Self-paced on computers; instructor available.

**Prerequisite:** Must know Windows.

**Textbook:** See textbook list on 41.

**Instructor:** Rice ([Jrice@scusd.net](mailto:Jrice@scusd.net))

Day	Time	Site	Date	Fee
-----	------	------	------	-----

See top of page 37.

## Excel 2013 – Level II

Expand your Excel 2013 skills by learning to use the tables feature, outlines and templates. Write, run and edit macros to automate routine tasks. Use digital signatures to authenticate your work, and use the protection feature to protect a worksheet or workbook. Use some of Excel's financial functions, such as Hlookup, Vlookup, GoalSeek, Solver, PMT and FV. Use data analysis tools such as PivotTables and PivotCharts, as well as formula auditing tools for locating errors. Students will integrate Excel with other MS Office programs, import external data into a workbook, and save workbook elements as a web page. Video tutorials will be provided in class.

**Transferable credit:** See 42.

**Type:** Self-paced on computers; instructor available.

**Prerequisite:** Excel Level I or similar experience.

**Textbook:** See textbook list on 41.

**Instructor:** Rice ([Jrice@scusd.net](mailto:Jrice@scusd.net))

Day	Time	Site	Date	Fee
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See top of page 37..

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**Register Today! Classes fill up quickly.**

[www.SantaClaraAdultEd.org](http://www.SantaClaraAdultEd.org)



# Office Skills Training Program

## PowerPoint 2013 - Level I

Master the basic steps for creating a PowerPoint presentation for your meetings at work, projects at school, or a slide show for your family and friends. You will learn to create a simple presentation; enhance it with themes, transitions and sounds. For a more powerful and eye-catching presentation, add clipart, pictures and animations. Create and print notes for the audience. Video tutorials will be provided in class.

**Transferable credit:** See 42.

**Type:** Self-paced on computers; instructor available.

**Prerequisite:** Must know Windows.

**Textbook:** See textbook list on 41.

**Instructor:** Rice (Jrice@scusd.net)

Day	Time	Site	Date	Fee
See top of page 37.				

## PowerPoint 2013 - Level II

Designed for the experienced PowerPoint user, this class will cover editing and creating slide Masters, adding tables, linking, and automating a slide show. Customize the PowerPoint interface to suit your requirements and use the new and enhanced features to create dynamic and visually appealing presentation. You will be introduced to presentation connection techniques, online collaboration, cloud computing, transporting presentation, and integrating with other Microsoft Office applications. Video tutorials will be provided in class.

**Transferable credit:** See 42.

**Type:** Self-paced on computers; instructor available.

**Prerequisite:** PowerPoint Level I or similar experience.

**Textbook:** See textbook list on 41.

**Instructor:** Rice (Jrice@scusd.net)

Day	Time	Site	Date	Fee
See top of page 37.				

## Access 2013 – Level I

This class introduces database concepts, terminology, and basic functions to create and manage database files. Students will add records to a database table using datasheets and forms, and learn how to delete, edit, preview and print records. They will modify table structures, set Lookup fields and field properties, and document a database. Manipulate data by filtering and sorting records and prepare queries to select and analyze data. Learn the principles of designing a relational database and work with relationships. Video tutorials will be provided in class.

**Transferable credit:** See 42.

**Type:** Self-paced on computers; instructor available.

**Prerequisite:** Must know Windows. Knowledge of Excel is advisable.

**Textbook:** See textbook list on 41.

**Instructor:** Rice (Jrice@scusd.net)

Day	Time	Site	Date	Fee
See top of page 37.				

## Access 2013 – Level II

Expand database functions by examining and editing database objects, creating split forms, and identifying object dependencies. Explore advanced query tasks: using multiple tables, setting criteria, sorting, performing calculations, creating crosstab and duplicate queries. Use Form Design View to modify form controls and use Report Design View to create and modify reports, and generate labels. Transferable credit: Video tutorials will be provided in class.

**Transferable credit:** See 42.

**Type:** Self-paced on computers; instructor available.

**Prerequisite:** Access Level I or equivalent experience. Knowledge of Excel is advisable.

**Textbook:** See textbook list on 41.

**Instructor:** Rice (Jrice@scusd.net)

Day	Time	Site	Date	Fee
See top of page 37.				

## Google Applications

This course is designed to introduce the student to basic Google tools and applications. Students will be prepared for learning and working in the 21st century through communication and collaboration tools.

**Type:** Self-paced on computers; instructor available.

**Prerequisite:** Must know Windows.

**Instructor:** Rice (Jrice@scusd.net)

Day	Time	Site	Date	Fee
Summer 2018.				



**Spring 2018**

# BRIDGE TO HEALTHCARE CAREERS

Prepare for success in the Medical Assisting Program at San Jose City College. Enroll now!

## **Orientation and Registration**

February 20, 2018 • 7:00pm-9:30pm

Room P5 • 1840 Benton Street, Santa Clara, CA 95050

*All Courses are Free!*

### **Course 1**

MA501 Introduction to Health Care Professions

Feb. 21 – Apr. 20, 2018

Room P5

Class at SCAE Campus

### **Course 2**

MA521 Math for Medical Assisting

May 1 – May 24, 2018

Room P5

Class at SCAE Campus

*Courses held on Tuesdays,  
Wednesdays & Thursdays  
from 7:00-9:00pm*

### **Course 3**

MA500A - Fundamentals of Medical Terminology I

Fall 2018, days and times TBD

Class at San Jose City College

### **Course 4**

MA500A - Fundamentals of Medical Terminology II

Fall 2018, days and times TBD

Class at San Jose City College

*Optional **ESL** course **ESL500**  
in Healthcare Setting offered  
in Summer 2018, more info TBD)*

The books will be provided in class.

**Register for orientation NOW by calling (408) 423-3500**

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# Textbook List

Textbooks are available from on-line sources:

- [www.cengagebrain.com](http://www.cengagebrain.com) - Cengage, Century 21 Accounting book publisher
- [www.lablearning.com](http://www.lablearning.com) - MS Office book publisher
- [www.barnesandnoble.com](http://www.barnesandnoble.com)
- [www.amazon.com](http://www.amazon.com)

**Note: Textbooks are required on the first day of classes.**

## ACCOUNTING CLASSES

CLASSES	TEXTBOOK	ISBN
ACCOUNTING – LEVEL I & II & III (TEXTBOOK)	<i>Century 21 Accounting Multicolumn Journal 10E</i> TEXTBOOK (Chapters 1-24)	ISBN 978-0-84006465-3
ACCOUNTING – LEVEL I & II (WORKING PAPERS)	<i>Century 21 Accounting 10E Multicolumn Journal</i> WORKING PAPERS (Chapters 1-16)	ISBN 978-1-111-57880-0
ACCOUNTING – LEVEL III (WORKING PAPERS)	<i>Century 21 Accounting 10E Multicolumn Journal</i> WORKING PAPERS (Chapters 17-24)	ISBN 978-1-111-57881-7

## MS OFFICE 2013

CLASSES	TEXTBOOK	ISBN
ACCESS 2013 LEVEL I (Taking Level I Only)	<i>Microsoft Access 2013: Introductory Skills</i> Labyrinth Learning	ITEM: 1-59136-523-6 ISBN-13: 978-1-59136-523-5
ACCESS 2013 LEVEL I and II	<i>Microsoft Access 2013: Essentials</i> Labyrinth Learning	ITEM: 1-59136-485-X ISBN-13: 978-1-59136-485-6
EXCEL 2013 LEVEL I (Taking Level I Only)	<i>Microsoft Excel 2013: Introductory Skills</i> Labyrinth Learning	ITEM: 1-59136-521-X ISBN-13: 978-1-59136-521-1
EXCEL 2013 LEVEL I and II	<i>Microsoft Excel 2013: Comprehensive</i> Labyrinth Learning	ITEM: 1-59136-483-3 ISBN-13: 978-1-59136-483-2
OUTLOOK 2013	<i>Fast Course Outlook 2013</i> Labyrinth Learning	ITEM: 1-59136-512-0 ISBN-13: 978-1-59136-512-9
POWERPOINT 2013, LEVEL I (Taking Level I Only)	<i>Microsoft PowerPoint 2013, Introductory Skills</i> Labyrinth Learning	ITEM: 1-59136-522-8 ISBN-13: 978-1-59136-522-8
POWERPOINT 2013, LEVEL I and LEVEL II	<i>Microsoft PowerPoint 2013, Essentials</i> Labyrinth Learning	ITEM: 1-59136-484-1 ISBN-13: 978-1-59136-484-9
QUICKBOOKS Pro 2015	<i>QuickBooks Pro 2015; Comprehensive</i> Labyrinth Learning	ITEM: 1-59136-779-4 ISBN-13: 978-159136-779-6
WINDOWS 7	<i>Essential Computing Skills, Second Edition</i> Labyrinth Learning	ISBN 159-136-700-X ISBN-13: 978-159136-700-0
WINDOWS 10	<i>Welcome to Computer Basics</i> Labyrinth Learning	ITEM: 1-59136-791-3 ISBN-13: 978-159136-791-8
WORD 2013, LEVEL I (Taking Level I Only)	<i>Microsoft Word 2013, Introductory Skills</i> Labyrinth Learning	ITEM: 1-59136-520-1 ISBN:13: 978-1-59136-520-4
WORD 2013, LEVEL I and II	<i>Microsoft Word 2013, Comprehensive</i> Labyrinth Learning	ITEM: 1-59136-482-5 ISBN:13: 978-1-59136-482-5

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# Transferable Credits to Community College

Please note: Transferable classes are specific to the colleges noted in the table. Students who earn a certificate may be eligible for credit from respective articulated agreements. To obtain credits from respective college, student must register and sign up for classes at that college within 2 years from Santa Clara Adult Education course certificate date. For more information, please contact Gail Yee at (408) 423-3512 or email at [gyee@scusd.net](mailto:gyee@scusd.net).

<b>Santa Clara Adult Education Class</b>	<b>Mission College Class</b>	<b>Credit(s)</b>	<b>San Jose City College Class</b>	<b>Credit(s)</b>
Windows	CA 070, Windows	1	CA 202D, Windows	1
Internet	NA		CA 030A, Internet for Beginners	1
Outlook	NA		CA 080D, MS Outlook	1
Word 2013 Level I	CA 033A Word Processing - Course 1	3	CA 040D, MS Word Specialist	1
Word 2013 Level II	CA 033B Word Processing - Course 2	3	CA 045D, MS Word Expert	1
Excel 2013 Level I	CA 062B An Introduction to MS Excel	1	CA 050D, MS Excel Specialist	1
Excel 2013 Level II	CA 063B Intermediate MS Excel	2	CA 055D, MS Excel Expert	1
PowerPoint 2013 Levels I	CA 046D, Introduction to MS PowerPoint	1	CA 070D, MS PowerPoint Specialist	1
PowerPoint 2013 Level II	CA 046E, Intermediate MS PowerPoint	1	NA	
Access 2013 Levels I	CA 081B, Introduction to MS Access	1	CA 060D, MS Access Specialist	1
Access 2013 Level II	CA 082B, Intermediate MS Access	2	CA 065D, MS Access Expert	1
Quickbooks	NA		Acct 030, Quickbooks	3
Accounting Levels I, II, and III	Acct 21A, Basic Accounting Acct 31, Practical Accounting Procedures	3	Acct 101, Bookkeeping for Small Business	3
<b>Santa Clara Adult Education Class</b>	<b>Foothill College Class</b>	<b>Credit(s)</b>		
Child, Family & Community	CHD 88, Child, Family & Community	4		

**Register Today! Classes fill up quickly.**

**[www.SantaClaraAdultEd.org](http://www.SantaClaraAdultEd.org)**

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# Accounting Administrative Assistant Training

**Transferable Credit:** Students who complete Accounting I, II, and III are eligible for 3 units of credit for Accounting 101 at San Jose City College. Please ask your instructor for more information.



## Accounting Level I

In this basic class, you will complete an accounting cycle for service business organized as a proprietorship. Topics covered include accounting equation, working with debits and credits, journalizing transactions, posting to a General ledger, cash control system financial statements, recording adjusting and closing entries at the end of a fiscal period.

**Prerequisite:** Basic Math

**Textbook:** See textbook list on 41. Bring to first day of class.

**Instructor:** V. Chand

Day	Time	Site	Date	Sess.	Fee
S	9am-1pm	Rm Q6	3/3	10	\$39

## Accounting Level II

You will complete the accounting cycle for a merchandise business organized as a corporation. Topics covered includes journalizing purchases and sales transactions, posting to the General and Subsidiary ledgers, preparing payroll records, distributing dividends, income taxes calculations, financial statements and recording adjusting and closing entries at the end of the fiscal period.

**Prerequisite:** Accounting Level I

**Textbook:** See textbook list on 41. Bring to first day of class.

**Instructor:** S. Chudasama

Day	Time	Site	Date	Sess.	Fee
S	9am-12pm	Rm K2	3/3	10	\$39

## Accounting Level III

You will complete the accounting cycle for a merchandise business organized as the corporation focusing on accounting procedures at the end fiscal period work. Topics covered includes accounting for uncollectible accounts receivable, for plant assets and depreciation, for inventory, for notes and interest, for accrued revenue and expenses and transactions for closing fiscal period.

**Prerequisite:** Accounting Level II

**Textbook:** See textbook list on 41. Bring to first day of class.

**Instructors:** S. Chudasama

Day	Time	Site	Date	Sess.	Fee
S	9am-12pm	Rm K2	3/3	10	\$39

## Office Skills: QuickBooks Pro 2015

Create customized quickbooks files for a typical company, work with vendors and customers, bank with Quickbooks, work with estimates and time tracking, balance sheet account and budgets, and close the books.

**Type:** Self-paced on computers; Instruction available

**Prerequisite:** Must know Windows and have completed manual Accounting I or one year of college accounting or accounting job experience.

**Textbook:** See textbook list on 41. Bring to first day of class.

**Instructors:** V. Nguyen

Day	Time	Site	Date	Sess.	Fee
S	9am-12pm	Rm K2	3/3	10	\$39



# Childcare Training



## Child Growth and Development (CHD 001)

This FREE community college Early Childcare Education class is offered through a partnership between Mission College and Santa Clara Adult Education. This course is a study of typical and atypical child growth and development in all domains from conception through adolescence. There is an emphasis on interactions between maturational processes and environmental factors within the family cultural context. Students observe children using investigative research methods, evaluate differences and analyze characteristics of development at various stages. *Orientation for class: 1/29/18, L2.*

**Textbook:** FREE.

Day	Time	Site	Date	Sess.	Fee
M	6:30-9:30pm	Rm L2	1/29	15	FREE

## Childcare Business in the Home

Earn a certificate on how to run your own daycare. Learn about child development and discover techniques in business, stress reduction, and time management for your own childcare business in the home. The class will explain the licensing process and what you need to do to run your own business and increase your income.

**Instructor:** Meza

Day	Time	Site	Date	Sess.	Fee
M	6:30-9:30pm	Rm L3	2/26	9	\$99

## MISSION STATEMENT

The mission of Santa Clara Adult Education is to empower adults of all ages and abilities to succeed in an ever-changing world.

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# High Tech Academy

## SOFTWARE QA & TESTING TRAINING PROGRAM

Learn to become a software test professional. Train to use automated and performance test tools to enhance your career. This program is appropriate for both novice testers looking for a foundation of coursework and experienced testers looking to stay current in the industry. The following classes are required to receive The Software Quality Assurance and Testing Program Certificate:

Courses	Certification	Career Pathways
Fundamentals of Software Testing Test Solutions for Mobile and Web Applications Programming and White Box Testing in Java Programming in Python Selenium WebDriver with Java Mobile Test Automation (Selenium for Mobile) Learning SQL using MS SQL Server	Certified Associate in Software Testing (CAST)	Software Test Technician Software Test Engineer

**For course price and details see page 47-49**

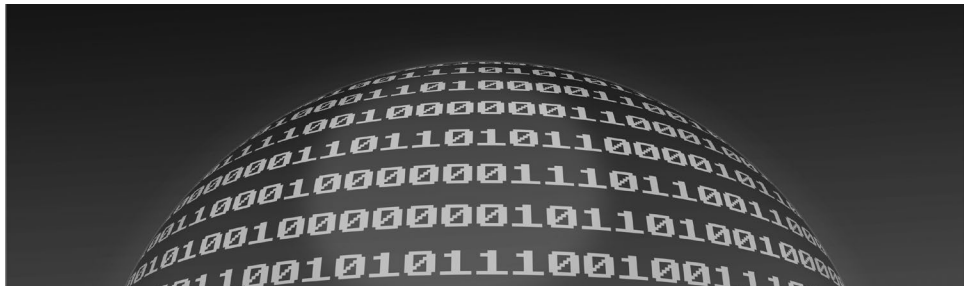
The training program is just sets of individual classes: students can take classes individually (e.g. to meet personal goals) or in sequence towards a Program Certificate. The price of the training program depends on the price of the classes included in the program.

**For course advice and to get started, please call: Luda Ponomarenko at 408-423-3523.**

**Note:** Depending on your current knowledge and experience, we can adjust the content of your Training Program.



# High Tech Academy



## SOFTWARE QA & TESTING TRAINING PROGRAM

### NEW Robotic Process Automation Training & Automation Anywhere Certification

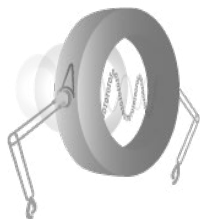
This specialized training course offered by the Automation Anywhere University through *Santa Clara Adult Education* offers all applicants a comprehensive understanding of how enterprise processes across various industries and functions are being revolutionized using robotic process automation and equips participants/applicants for the future by being certified in an automation tool.

Upon successful completion of the training course, participants will be eligible to earn an Automation Certification by undergoing an online evaluation process thus enabling them to be certified as an "Automation Anywhere Certified Automation Professional."\* Certified Professionals will be ready for employment with both organizations which implement and those which deploy robotic process automation within their organization.

**Prerequisite:** Basic computing skills including sound working knowledge of Windows Desktop Operating Systems and Applications, MS Office Suite, Internet, Adobe PDF Suite and Email. Familiarity with .net technologies, Javascript, VBScript and database management systems like MS Access and Oracle will be an added advantage.

**Instructor:** Kalangi

Day	Time	Site	Date	Sess.	Fee
Summer 2018					



### Fundamentals of Software Testing

This course provides the foundation for developing and using theory based practice in Software Testing ("manual" environment). This detailed, practical, intensive workshop-style course will enable attendees to:

- Understand the core concepts and principles of testing;
- How to effectively derive effective and reliable test cases;
- Comprehend test planning, execution, results and follow-up processes;
- Learn about writing and tracking effective defect reports to get problems solved;
- Manage the test environment; define major black-box test techniques.

Upon completion, the student should understand basic software testing tasks and methodologies sufficiently to contribute meaningfully to the software testing effort within a software development organization. Many of the course tasks were designed to be realistic or impressive (to an employer) and to give you a chance to do professional-quality work that you can show off during a job interview. Finally, the work that you do in this course might help you land a job.

**Prerequisite:** Working knowledge of the Windows O/S. Moderate proficiency with the components of Microsoft Office and other common PC applications.

**Textbook:** Discussed in class

**Instructor:** V. Gorlovetsky

Day	Time	Site	Date	Sess.	Fee
Sa	9am-1pm	Rm J2	3/3	10	\$439

# High Tech Academy

## SOFTWARE QA & TESTING TRAINING PROGRAM

### Mobile Testing

This is an interactive course for all testers who already understand PC app basic testing principles and now choose to take up the special challenges of web and mobile testing

Lecturing is kept to the minimum necessary and exercises are used to reinforce and cement the learning experience, along with enhancing the understanding process.

**Prerequisites:** Basic skills of software testing.

**Textbook:** Discussed in class

**Instructor:** V. Gorlovetsky

Day	Time	Site	Date	Sess.	Fee
Tu	7-10pm	Rm F3	2/27	10	\$329

### Selenium WebDriver with Java

*Are you looking to step into automation industry with the latest technologies in market?*

This course will introduce you to the popular open-source Selenium Integrated Development Environment (SIDE) and Selenium WebDriver tool used for automating the testing of web pages. This course will cover test development in Java language and will include weekly hands-on lab exercises.

**Prerequisite:** Having taken the Programming and White Box Testing in Java course at the High Tech Academy or working familiarity with Java, JUnit and Eclipse.

**Textbook:** Discussed in class

**Instructor:** M. Gaidhani

Day	Time	Site	Date	Sess.	Fee
Sa	9am-2pm	Rm K1	3/3	8	\$439

### Mobile Test Automation (Selenium for mobile)

This introductory course is designed to familiarize testing professionals with the basics of testing native mobile applications and mobile web applications using Appium (Selenium for mobile). Testers can build, enhance, and maintain scripts to regression test their mobile applications. The course covers content from installation to execution and reporting. The focus is on the practical application of Appium to resolve common mobile automated testing challenges.

**Prerequisites:** Working familiarity with Java, Selenium and Mobile Testing.

**Instructor:** A. Sengupta

Day	Time	Site	Date	Sess.	Fee
Sa	8am-11:30am	Rm F3	3/3	10	\$379

### Introduction to JavaScript Programming

In a computer-lab environment you will learn basics of the JavaScript language using Node.js, jQuery, Vue.js, and D3.js. Additionally you will learn how to deploy your JavaScript applications to Heroku so billions of people can see your work.

**Prerequisites:** Basic knowledge of HTML and CSS.

**Textbook:** Discussed in class

**Instructor:** D. Bikle

Day	Time	Site	Date	Sess.	Fee
W	7-10pm	Rm F3	2/28	10	\$329

### Programming and White Box Testing in Java

This class will introduce you to Java programming and testing concepts along with industry standard tools like IBM-Eclipse IDE, GUI, Junit and more.

**Prerequisites:** Programming experience.

**Textbook:** Discussed in class

**Instructor:** A. Gantvarg

Day	Time	Site	Date	Sess.	Fee
Th	7-10pm	Rm F3	3/8	10	\$329



### Programming in Python

This course will teach introductory Python programming with a focus on testability of the programs. The course will include weekly hands-on lab exercises.

**Prerequisites:** Basic knowledge of any programming language.

**Textbook:** The Quick Python Book (2nd Ed.) by Vern Ceder, Manning is required.

**Instructor:** B. Avula

Day	Time	Site	Date	Sess.	Fee
W	7pm-10pm	Rm F4	2/28	10	\$329

# High Tech Academy

## DATA SCIENCE



### Project-Based Python Programming

In a computer-lab environment we build software projects from most popular Python packages. This is a project based learning opportunity. You can work solo or try to find a coding partner. If you want to learn python, you could use this class and Python packages to do that. If you already know Python, use this class to build projects. If a project is awesome, you could turn it into a startup. In this class you will get feedback from peers and advice from an expert software instructor.

**Prerequisite:** Basic knowledge of Python

**Instructor:** D. Bikle

Day	Time	Site	Date	Sess.	Fee
M	7-10pm	Rm F4	2/26	10	\$329

### Build Machine Learning Applications with Linux, Python and Spark

This 10 week class from a Silicon Valley Data Scientist presents introductory Machine Learning concepts wrapped in Application Development use-cases. Topics covered are:

- Classification based forecasting
- Model building
- Prediction deployment options
- Clustering

We cover both large and small datasets from real data. The Machine Learning Apps we build will be designed to improve over time.

**Prerequisites:** Having taken the Programming in Python course at the High Tech Academy or working familiarity with Python and Linux.

**Textbook:** Discussed in class.

**Instructor:** D. Bikle

Day	Time	Site	Date	Sess.	Fee
S	10am-2pm	Rm F4	3/3	10	\$439

### Data Science of Time Series

This 10 week class introduces you to Time Series Data Science. With a study of use cases, you will gain applied experience in major areas of Time Series Data Science:

- Forecasting
- Storage Retrieval
- Series Alignment
- Visualization

You will learn to analyze large and complex time series and create applications which adapt and improve over time.

**Prerequisites:** Programming experience

**Textbook:** Discussed in class

**Instructor:** D. Bikle

Day	Time	Site	Date	Sess.	Fee
Tu	7-10pm	Rm F4	2/27	10	\$329

### Learning SQL using Microsoft SQL Server

Microsoft SQL Server is a very popular and widely deployed relational database-management system, designed for high-performance online transaction processing, data warehousing and e-commerce applications, on Windows Server operating systems. The students enrolled in this course, Learning SQL using Microsoft SQL Server, will be introduced to SQL Server architecture and components, use tools such as SQL Server Management Studio to manage databases and other objects within a SQL Server database and learn how to use Structured Query Language (SQL) to query and update data in Microsoft SQL Server database.

**Prerequisites:** Basic computer knowledge

**Textbook:** Discussed in class

**Instructor:** H. Gaidhani

Day	Time	Site	Date	Sess.	Fee
Th	7-10pm	Rm F4	3/1	10	\$329



# High Tech Academy

## Introduction to Cloud Computing

This introductory class will provide information on the technologies that are involved in cloud computing. It will give a basic understanding on the following components: Web Application, Application servers, Database Clusters, Terminal services, Virtualization, Hosted instances, Hosted solutions, Public vs Private vs hybrid cloud.

**Prerequisites:** Awareness of computers and web usage, optional knowledge of developing solutions

**Textbook:** Discussed in class

**Instructor:** A. Bhowmick

Day	Time	Site	Date	Sess.	Fee
Summer 2018					



**NDG Introduction to Linux** is a 2-course series for aspiring Linux system administrators. Develop proficiency in performing maintenance tasks on the command line, installing and configuring a computer running Linux, and configuring basic networking, using virtual machines running Linux. NDG Introduction to Linux prepares you for careers in cloud computing, cyber security, information systems, networking, programming, software development, big data, and more.

**Career pathways include:** technical support, network administrator, Linux system administrator, device support, device field engineer

**Certification:** LPI LPIC-1 or CompTIA Linux+ powered by LPI



## Introduction to Linux I

Prepares you for certification Exam 102 and covers: system architecture, Linux installation and package management, GNU and UNIX commands, devices, Linux file systems, and file system hierarchy standards.

**Prerequisite:** Basic computer skills. Knowledge of common computer hardware components. Familiarity with basic hierarchical file system structure and different file types: directories, text files, executables.

**Lab Fee:** \$ 39.95 (should be paid during the first class)

**Textbook:** Discussed in class

**Instructor:** R. Malla

Day	Time	Site	Date	Sess.	Fee
M	7-10 pm	Rm J2	11/27	10	\$260

## Introduction to Linux II

Prepares you for certification Exam 102 and covers: shells, scripting and data management, interfaces and desktops, administrative tasks, essential system services, networking fundamentals, and security.

**Prerequisite:** Completion of NDG Introduction to Linux I course.

**Textbook:** Discussed in class

**Instructor:** R. Malla

Day	Time	Site	Date	Sess.	Fee
Summer 2018					

**Register Today! Classes fill up quickly.**  
[www.SantaClaraAdultEd.org](http://www.SantaClaraAdultEd.org)

# High Tech Academy

## CISCO CERTIFIED NETWORK TECHNICIAN TRAINING

Students who complete the comprehensive training at the Santa Clara High Tech Academy will have the expertise they need to pass the Cisco Certified Entry Networking Technician certification test (CCENT). It is the easiest starting option for someone who has no technology or engineering background. The Cisco CCENT certification validates the skills required for entry-level network support positions, the starting point for many successful careers in networking. Holders of this certification will have the knowledge and skills to install, operate and troubleshoot a small network, including basic network security. CCENT certification is the first step toward achieving CCNA, which covers medium size networks with more complex connections.

**Training Duration: 20 weeks**

**Training Fees: \$700**

**Certification Exam: \$150**

Courses	Certification	Career Pathways
CCNA – Introduction to Network CCNA – Routing and Switching Essentials	Cisco CCENT	Help Desk Technician Network Support Technician

**For course details see page 51.**

## CISCO CERTIFIED NETWORK ASSOCIATE ROUTING AND SWITCHING TRAINING

Students who complete this comprehensive Cisco training, offered at the High Tech Academy, will have the expertise they need to pass the test required to achieve Cisco Certified Networking Associate (CCNA) certification status. The Cisco Certified Network Associate (CCNA) certification is the starting point for individuals interested in building a rewarding career as a Cisco professional.

CCNA Certification's content, objectives, and testing remain focused on real-world skills demanded by the IT job market, with hands-on labs and exam simulations being key components of CCNA courses and exams.

**Training Duration: 40 weeks**

**Training Fees: \$1400**

**Certification Exam: \$300**

Courses	Certification	Career Pathways
CCNA – Introduction to Network CCNA – Routing and Switching Essentials CCNA – Scaling Networks CCNA – Connecting Networks	Cisco CCNA-Routing and Switching	Network Technician Network Administrator Network Designer

**For course details see page 51.**

In each course, Networking Academy students will learn technology concepts with the support of interactive media and apply and practice this knowledge through a series of hands on and simulated activities that reinforce their learning.

When you successfully complete all four parts of the CCNA curriculum you are eligible to earn CCNA certification – 100-101 (ICND1v2.0 Exam), 200-101 (ICND2 v2.0 Exam) or 200-120 (CCNA) by testing at a VUE testing center.

*All four courses are offered at the same time which enables you to progress at your own pace. You must register for each course separately. The tuition is **\$350** for each part.*

# High Tech Academy



## CCNA - Introduction to Networks

This course introduces the architecture, structure, functions, components, and models of the Internet and other computer networks. The principles and structure of IP addressing and the fundamentals of Ethernet, media, and operations are introduced to provide a foundation for the curriculum. By the end of the course, students will be able to build simple LANs, perform basic configurations for routers and switches, and implement IP addressing schemes.

**Prerequisite:** Completion of IT Essentials course or having the equivalent experience.

**Instructor:** R. Malla

**Textbook:** Discussed in Class

Day	Time	Site	Date	Sess.	Fee
T	6:30-9:30pm	Rm J2	2/27	10	\$350

## CCNA - Routing and Switching Essentials

This course describes the architecture, components, and operations of routers and switches in a small network. Students learn how to configure a router and a switch for basic functionality. By the end of this course, students will be able to configure and troubleshoot routers and switches and resolve common issues with RIPv1, RIPv2, single-area and multi-area OSPF, virtual LANs, and inter-VLAN routing in both IPv4 and IPv6 networks.

**Prerequisite:** Completion of CCNA - Introduction to Networks.

**Instructor:** R. Malla

**Textbook:** Discussed in Class

Day	Time	Site	Date	Sess.	Fee
T	6:30-9:30pm	Rm J2	3/6	10	\$350

## CCNA - Scaling Networks

This course describes the architecture, components, and operations of routers and switches in larger and more complex networks. Students learn how to configure routers and switches for advanced functionality. By the end of this course, students will be able to configure and troubleshoot routers and switches and resolve common issues with OSPF, EIGRP, and STP in both IPv4 and IPv6 networks. Students will also develop the knowledge and skills needed to implement a WLAN in a small-to-medium network.

**Prerequisite:** Completion of CCNA - Introduction to Networks, and Routing and Switching Essentials courses.

**Instructor:** R. Malla

**Textbook:** Discussed in Class

Day	Time	Site	Date	Sess.	Fee
T	6:30-9:30pm	Rm J2	3/6	10	\$350

## CCNA - Connecting Networks

This course discusses the WAN technologies and network services required by converged applications in a complex network. The course enables students to understand the selection criteria of network devices and WAN technologies to meet network requirements. Students learn how to configure and troubleshoot network devices and resolve common issues with data link protocols. Students will also develop the knowledge and skills needed to implement virtual private network (VPN) operations in a complex network.

**Prerequisite:** CCNA- Introduction to Networks, Routing and Switching Essentials, and Connecting Networks courses.

**Instructor:** R. Malla

**Textbook:** Discussed in Class

Day	Time	Site	Date	Sess.	Fee
T	6:30-9:30pm	Rm J2	3/6	10	\$350

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from the  
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Online Courses Include:

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- **Online Discussion Areas**
- **6 Weeks of Instruction**
- **Hundreds of courses to choose from**
- **New sessions begin each month**

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*You can complete any course entirely from your home or office any time of the day or night.*

# \$85

**To register:**

[www.ed2go.com/santaclara/](http://www.ed2go.com/santaclara/)

### *Introduction to Microsoft Excel*

Discover the secrets to setting up fully formatted worksheets quickly and efficiently.

### *Creating Web Pages*

Learn the basics of HTML so you can design, create, and post your very own site on the Web.

### *Accounting Fundamentals*

Gain a marketable new skill by learning the basics of double-entry bookkeeping, financial reporting, and more.

### *Speed Spanish*

Learn six easy recipes to glue Spanish words together into sentences, and you'll be speaking Spanish in no time.

### *A to Z Grantwriting*

Learn how to research and develop relationships with potential funding sources, organize grantwriting campaigns, and prepare proposals.

### *Medical Terminology: A Word Association Approach*

Prepare for a career in the health services industry by learning medical terminology in a memorable and enjoyable fashion.

### *Introduction to QuickBooks*

Learn how to quickly and efficiently gain control over the financial aspects of your business.

### *Grammar Refresher*

Gain confidence in your ability to produce clean, grammatically correct documents and speeches.

### *Intermediate Microsoft Excel*

Work faster and more productively with Excel's most powerful tools.

### *GRE Preparation - Part 1*

Discover powerful strategies for success in the verbal and analytical sections of the GRE.

### *Real Estate Investing*

Build and protect your wealth by investing in real estate.

### *Introduction to Microsoft Access*

Store, locate, print, and automate access to all types of information.

### *Introduction to Microsoft Word*

Learn how to create and modify documents with the world's most popular word processor.

### *Project Management Fundamentals*

Gain the skills you'll need to succeed in the fast-growing field of project management.

### *Computer Skills for the Workplace*

Gain a working knowledge of the computer skills you'll need to succeed in today's job market.

### *Introduction to Dreamweaver*

Harness the broad range of capabilities Dreamweaver brings to Web development.

# Family Child Education- Early Education Programs

**Family Child Education** provides high quality early education programs for infant, toddler, preschool and elementary school-age students. Our programs are located on all elementary school campuses throughout Santa Clara Unified School District.

## **Bowers Infant-Toddler Child Development Center**

This 12 month program provides both part-day and full-day options for children ages 6 weeks through 3 years of age.

## **State Preschool Programs**

This 10 month program provides part-day kindergarten readiness for children 3-4 years of age with priority given to 4 year olds. The program is available free of charge or at a reduced cost to eligible families.

## **District Preschool Programs**

This 12 month preschool is parent funded and provides both part-day and full-day options for children 3-5 years of age.

## **Children's Center Preschool Programs**

This 12 month preschool provides part-day and full-day options for children 3-5 years of age. Tuition is parent funded as well as available free of charge or at a reduced cost to eligible families who are working, in training or going to school.

## **Extended Day Enrichment Programs**

This 12 month program provides before and after school enrichment on all elementary school campuses during the school year. Additionally, we offer summer camp programs. Tuition is parent funded. At select locations subsidized services are available free of charge or at a reduced cost to eligible families who are working, in training or going to school.

## **NOW HIRING!**

Teachers For Infant, Toddler, Preschool & School Age! Family Child Education is seeking passionate Early Childhood professionals interested in making a difference in the lives of young children ages 6 weeks-12 years old. Full and part-time positions are available! California Child Development Permit preferred but not required! **Apply Now!** [www.santaclarausd.org/apply](http://www.santaclarausd.org/apply). Questions about program services and/or open position please contact Jennifer Marfia at [jmarfia@scusd.net](mailto:jmarfia@scusd.net) or 408-423-3675.

## **Special Programs**

### **Skills Plus**

#### *CALLING ALL STROKE SURVIVORS!*

The Skills Plus program in Santa Clara offers innovative services especially for you! Class instruction increases student independence and promotes awareness of progress. Classes offered include language skills, independent living skills and mobility skills. Through education and training, you can maintain and improve skills like walking without assistance, preparing meals, and communicating clearly. Exercises and activities are done in a group. There is even time for socializing! Stop by Skills Plus to see if it is right for you.

***Skills Plus serves adults who have been disabled by stroke or other neurological disorder. To sign up or for further information, please contact Becky Pestarino at (408) 423-3508.***

# Parent Education

## Wilson Preschool

**1840 Benton Street, Santa Clara, CA 95050**

[www.santaclaraadulted.org](http://www.santaclaraadulted.org)

- Parent Education Preschool where parents and children learn together
- Hands on preschool curriculum based on the High Scope model
- Parent education and community support
- Newly renovated classrooms with a large, enriching outdoor space

Wilson Preschool is part of Santa Clara Adult Education's Parent Education Department. We respect and celebrate our families' diversity, and provide a safe and nurturing environment where parents and children can learn together. Parents actively participate in their children's classrooms once a week. Through their participation, parents learn ways to foster their children's social, emotional, physical, intellectual and creative development. Our developmentally appropriate classrooms and curriculum support children's learning through hands-on experiences and active play.

Call (408) 423-3674 for more information about 2017-2018 registration.

Supervisor: Carrie Casto

See our website for more information:  
[www.wilsonpreschool.org](http://www.wilsonpreschool.org)



**Open House** - February 10, 2018, 10am -1pm. *Visit our preschool and get to know us!*

**Open Enrollment (Fall 2018)** - New families may submit applications for Fall classes between February 10 - March 2 and will be placed in classes through a lottery. Applications will be available at the Open House, in the Adult Education office, on our website, and in the Parent Education office (Room L3).

## Toddler Classes

### Parenting the Toddler

Wondering what preschool will be like? Meet other parents of young toddlers, and explore with your toddler in a safe and supportive environment. You and your toddler will enjoy socialization, music, simple signing, art, sensory exploration, dramatic play, outdoor activities and more. Discussion topics include development, nutrition and feeding issues, health, separation, language development, positive discipline, appropriate toys, toilet training, and ways to make home a safe and loving environment for this "age of exploration."

### Parenting the Toddler

*Must be 12 months by Sept. 1, 2017.*

Day	Time	Site	Date	Wks.	Fee
M	9–11:30 am	Rm M1	ongoing	10	\$140
W	9–11:30 am	Rm M1	ongoing	10	\$140

*Our preschool classes have 3 terms, and run from September to May.  
In addition to tuition fees, families pay a yearly registration fee of \$85.*



# Parent Education

## PRESCHOOL CLASSES

### Parent Education through Parent Child Participation

*Two Year Olds — Must be 2 by Sept. 1, 2017. One session per week.*

Day	Time	Site	Date	Wks.	Fee
T	9am-12pm	M1	ongoing	10	\$155
Th	9am-12pm	M1	ongoing	10	\$155
F	9am-12pm	M1	ongoing	10	\$155

*Three Year Olds — Must be 3 by Sept. 1, 2017*

Day	Time	Site	Date	Wks.	Fee
WF	9am-12pm	M4	ongoing	10	\$300
MTTh	9am-12pm	M4	ongoing	10	\$450

*Four Year Olds — Must be 4 by Sept. 1, 2017*

Day	Time	Site	Date	Wks.	Fee
MWF	9am-12pm	M2	ongoing	10	\$450
TWTh	T,Th 9am-12pm W 12:30-3:30pm	M2	ongoing	10	\$450

### Saturday Preschool for Two, Three and Four Year Olds

The Saturday curriculum includes large and small group experiences. Children also have free-choice time, where they can play independently or with friends, inside the classrooms, or outside in our beautiful play yards. Each class will have a theme. Our activities include music, movement, art, science, gardening and outdoor experiences, stories and drama. We encourage parents and children to make choices, develop friendships, solve problems, gain skills and enjoy school together.

Day	Time	Site	Dates	Wks.	Fee
Alternating Sa	9:30am-12pm	M4	12/2, 12/16, 1/13, 1/27, 2/17	5	\$82

## PARENTING THE CHILD WITH SPECIAL NEEDS

### Parents Helping Parents Workshops

For class dates, directions, to register or for further information, call Parents Helping Parents (408) 727-5775, a Family Resource Center for families with special needs.

## SCUSD PARENT RESOURCE CENTER

**Location:** Santa Clara Adult Education Campus - 1840 Benton St. Santa Clara, 95050, Building C

**Phone:** 408-423-3541

Call for questions, services and referrals.

### More Parent Education Classes In Our Community

For more information on Parent Education in Santa Clara Unified School District visit our website: [www.santaclarausd.org](http://www.santaclarausd.org) click on "For Parents."

English Language  
Learners

# English as a Second Language (ESL)

**New Students - Check Website for Placement Test Date**  
**Returning Students - Apply in the Main Office**

See pages 58-60 for full details  
Fees may apply  
Call (408) 423-3500

Reading and Writing  
Improvement for  
English Speakers

# Adult Basic Education Pre High School Equivalency

**Reading, Writing, and Math**

Improve your reading • Develop math skills • Learn to write more clearly

**To register, go to main office at 1840 Benton St.**

**9:00 am-Noon; 12:30-3:00 pm (M-F);  
6-9 pm (T-Th)**

**For information call (408) 423-3573**

Very Strong English Reading and Writing Skills Required  
for High School Equivalency or High School Diploma

# High School Equivalency Test Preparation (Previously GED Prep.)

**Prepare for the GED or HiSet**

**To register, go to main office at 1840 Benton St.**

**9:00 am-Noon; 12:30-3:00 pm (M-F);  
6-9 pm (T-Th)**

**For information call (408) 423-3573**

# Adult High School Diploma (Ages 18 and older)

## Independent Study

A flexible self-paced diploma program designed for people whose work schedules or life circumstances do not permit attendance in traditional classes. Get credit for previous classes taken. Students must need 60 credits or less to enroll. Official transcript from previous school, required prior to enrollment. For information call 408-423-3632.

## Adult Diploma Graduation Requirements

All courses/credits required for graduation are offered. These include:

English.....	40	Science.....	20
World History.....	10	Practical Art.....	5
U.S. History.....	10	Fine Arts or Foreign Language.....	10
Government.....	5	Electives.....	55
Economics.....	5		
Math.....	20	Totals.....	180 Credits

**To register, go to main office at 1840 Benton St. with sealed official transcript**

# Adult Basic Education High School Equivalency High School Diploma

**A quick comparison of the High School Equivalency and High School Diploma program to help you choose what's right for you**

	<b>Adult Basic Ed.</b>	<b>High School Equivalency</b>	<b>High School Diploma</b>
<b>Requirements</b>	Speak, Read and Write English	Speak, Read and Write English	Speak, Read and Write English Need 60 credits or less to graduate.
<b>Cost for Class</b>	Course is Free.	Course is Free.	Course is Free.
<b>Placement Test</b>	Placement Test in Orientation	Placement Test in Orientation	Placement Test in Orientation
<b>Transcripts</b>	No Transcripts	No Transcripts	Sealed Official Transcript req.
<b>Waitlist</b>	No waitlist.	No waitlist.	No waitlist.
<b>Type of Instruction</b>	Self-paced, with lecture, one-on-one instruction and small group work.	Self-paced, with lecture, one-on-one instruction and small group work.	Self-paced, with direct & one-on-one instruction, and small group work.
<b>Purpose</b>	Improve basic reading, writing and math	Pass all 4 HSE Tests - GED or Pass all 5 HISET Tests	Complete 180 Credits for an Adult H.S. Diploma
<b>Cost</b>	None	4 Tests - GED - \$40 each 5 tests - HISET - \$40 each	\$50 Refundable Book Deposit
<b>Meeting Times</b>	M-F 9 am-12 pm M-F 12:30-3 pm T, W, Th 6-9 pm	M-F 9 am-12 pm M-F 12:30-3 pm T, W, Th 6-9 pm	To be determined during intake/orientation.

**Call office (408) 423-3500 for next available orientation date.**

There is an entirely new version of the GED which began on January 2, 2014. The 2002 version has expired. If you did not finish by Dec. 31, 2013, you will have to retake all tests.

The CAHSEE is no longer a requirement for graduation.

SCAE is a satellite testing site for the Santa Clara Office of Education. We offer a paper & pencil version of the Hi-Set test, monthly, throughout the school year. Call (408) 423-3573 for more information.



# ESL – English as a Second Language

## “Learn English!”

**Basic ESL classes for beginning through advanced students are available in the morning and evening. These state-funded classes teach speaking, listening, reading and writing. Instruction is focused on communication skills students needed for employment or college in the United States.**

*Morning Classes	Monday through Friday	9–11:30 am
*Evening Classes	Tuesday, Wednesday, and Thursday	7–9:30 pm

*\*Core Classes Not offered in Summer - Only supplementary classes*

**New students or those who have been gone for 6 months or longer:** need to take a test before placement. There may be a book fee for some classes. Students need to register for the test in the main office of the adult school. Please visit our website for ESL test information.

*\*Priority for enrollment in ESL classes will be given to residents of the Santa Clara Unified School District. Sorry, we do not provide child care.*

*Taking the ESL placement test does not guarantee entry into a class. If classes fill up, students will be placed on a waiting list and will be placed if a space becomes available.*

## ESL – Inglés como Segundo Idioma

Ofrecemos clases de ingles para estudiantes a nivele básico hasta avanzado. Estas clases se ofrecen por la mañana y en la noche. El enfoque es desarrollar sus habilidades para que usted pueda comunicarse en situaciones diversas en la vida cotidiana en los Estados Unidos.

Clases por la mañana	Lunes a Viernes	de las 9:00am a las 11:30 am
Clases por la noche	Martes, Miercoles y Jueves	de las 7:00pm a las 9:30 pm

**Los estudiantes nuevos o los que se nayan ido durante 6 meses o más :** Necesitan tomar un examen antes de la colocación. Puede haber una tarifa por el libro para algunas clases. Los estudiantes necesitan registrarse para el examen en la oficina principal de la escuela de adultos. Por favor, visite nuestro sitio Web para información del examen de ESL.

*\*Prioridad para la inscripción en las clases de inglés como segundo idioma se le dará a los residentes del Distrito Escolar Unificado de Santa Clara. No ofrecemos cuidado de niños. Tomar el examen de nivel de ESL no garantiza la entrada en una clase. Si las clases se llenan los estudiantes serán colocados en una lista de espera y se colocarán si un espacio esta disponible.*

**ESL Linea de Información: 408-423-3549 [www.SantaClaraAdultEd.org](http://www.SantaClaraAdultEd.org)**

### TOEFL Preparation Course

The goal of this course is to prepare students to pass online tests and consequently transition participants to institutions of higher education. This course will provide students with skill-building exercises for the development of the four language skills (speaking, listening, reading, and writing); test-taking strategies; practice of simulated test exercises; and acquisition of academic vocabulary and idiomatic expressions.

**Prerequisite:** Students must be at the Intermediate High or Advanced levels.

**Instructor:** Bill Kyle

Day	Time	Site	Date	Sess.	Fee
Fall 2018					

### Accent Modification

Tired of your accent getting in the way? Develop a more American accent for increased ease of communication in career, academic, and social settings. Improve listening, speaking, and spelling skills. For Intermediate high to advanced students. Pre-registration is required.

**Textbook:** *Mastering the American Accent*

**Instructor:** Edie Uber

Day	Time	Site	Date	Sess.	Fee
M	7-9pm	Rm E1	3/5	12	\$79

# ESL Supplementary Classes

No Placement Test Required For These Classes



The following fee-based programs are appropriate for people who want to improve their communication skills in daily life.

## Conversation for Intermediate and Advanced ESL Students

This course is students will increase fluency and accuracy in spoken English and improve their understanding and use of American English idioms. Students will participate in lively discussions on a wide variety of topics.

**Instructor:** Bill Kyle

Day	Time	Site	Date	Sess.	Fee
MW	1-3:30pm	Rm D3	3/5	25	\$99

## Citizenship

The course will prepare you for the naturalization interview and tests. The teacher will go through the sections of the N400 Application for Naturalization in class so you are prepared to complete it and answer questions about it during your citizenship interview. In addition, the knowledge obtained from the course about U.S. history and government will help you both prepare for the civics portion of your naturalization interview and fully participate as citizens and community members. The course will also provide practice activities to improve your English skills.

**Prerequisite:** Students must be at beginning high, intermediate or advanced ESL level and must be legal residents of the U.S. for at least 4 years (or 2 years if married to a U.S. citizen).

**Instructor:** Mark Reedy

Day	Time	Site	Date	Sess.	Fee
M	7-9:30pm	Rm E3	3/5	12	Free

## Beginning Listening and Speaking

This is the first level listening/speaking course but students need to have at least some basic conversation skills to take this course. This is an ideal class for beginning high ESL students. It will assist students to enhance their listening and communicative skills through a variety of skills.

**Textbook:** Let's Talk 1 (second edition)

**Instructor:** Mark Reedy

Day	Time	Site	Date	Sess.	Fee
MW	1-3pm	Rm E3	3/5	25	\$99

## Intermediate Listening and Speaking

Do you want to communicate more easily in English? In this class, you will learn new listening skills and participate in lively discussions on a wide variety of topics. You will also improve your pronunciation and grammar, learn useful vocabulary and idioms, and understand American culture more. You will communicate better in school, work, and social situations.

**Textbook:** Active Listening 3

**Instructor:** Edie Uber

Day	Time	Site	Date	Sess.	Fee
MW	12:30-3pm	Rm E1	3/5	25	\$99

# ESL Supplementary Classes

*No Placement Test Required For These Classes*

## Advanced Listening and Speaking

Expand your listening and speaking skills for career, academic, and social situations. Participate in lively discussions on a wide variety of topics. Improve your vocabulary, pronunciation, and use of grammar. Learn idioms, slang, and conversational gambits. Improve your understanding of US culture. Enhance your ability to communicate easily and effectively.

**Instructor:** Edie Uber

Day	Time	Site	Date	Sess.	Fee
TTh	12:30-3pm	Rm E1	3/6	26	\$99

## Conversations about TED Talks

Improve your speaking fluency, vocabulary, and listening skills using inspiring videos at Ted.com. Sharpen your critical thinking skills while enjoying our discussions of a variety of engaging topics. Analyze presentation skills and present your own short talk to the class, if you wish. Recommended for advanced students.

**Instructor:** Sarah Gitter

Day	Time	Site	Date	Sess.	Fee
F	9-11:30am	Rm D7	3/9	12	\$79

## ESL for Child Care, Part 1

This 3 unit high-beginning course develops oral and written communication skills in standard English within the context of child care and parenting. Students practice skills useful for communicating with and about children on topics including day-to-day care, health and safety. *Orientation on Tuesday, 02/13/2018 at 7:00pm.*

Day	Time	Site	Date	Sess.	Fee
TTh	7-9:30pm	Rm L2	2/27-05/17	22	FREE

## Learn English through TV “Friends”

In this course, you will watch episodes from the TV program, **Friends** in English. During each class you will watch part of an episode. All the language and conversation topics will be based on the part of the TV show that you watched that day. Increase your vocabulary, learn new idioms and slang, and improve your listening and speaking skills. Come try a new effective way to learn. For intermediate to advanced students.

**Instructor:** Edie Uber

Day	Time	Site	Date	Sess.	Fee
F	1-3:30pm	Rm E1	3/9	13	\$79

## Advanced Writing

Good writing requires the ability to compose correct sentences and to organize them logically into paragraphs and essays. The student will improve their writing skills and they will develop greater confidence in their ability to write. Students will be encouraged to develop a personal writing style. In class, students will write different sentences on which they will be given immediate feedback. Then the students will progress to writing paragraphs. Eventuall, they will write essays for which they will provide an outline. The essays will be of carious forms such as narrative, descriptive, persuasive, and cause-effect. The students will be given assignments which will be corrected and discussed with the instructor on a one-on-one basis.

**Instructor:** Fiammetta Kaypaghian

Day	Time	Site	Date	Sess.	Fee
TTh	1-3:30pm	Rm E4	3/6	26	\$99

## Drawing and Painting for ESL

Learn the basics of drawing and painting. Geared towards the needs of the ESL learner, this class will introduce the student to art vocabulary, basic techniques, color theory, and more. Questions? Contact Janine Sahn at [FencingMastersProgram@comcast.com](mailto:FencingMastersProgram@comcast.com).

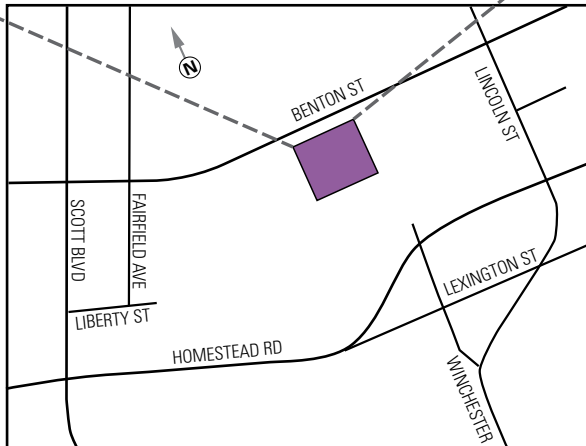
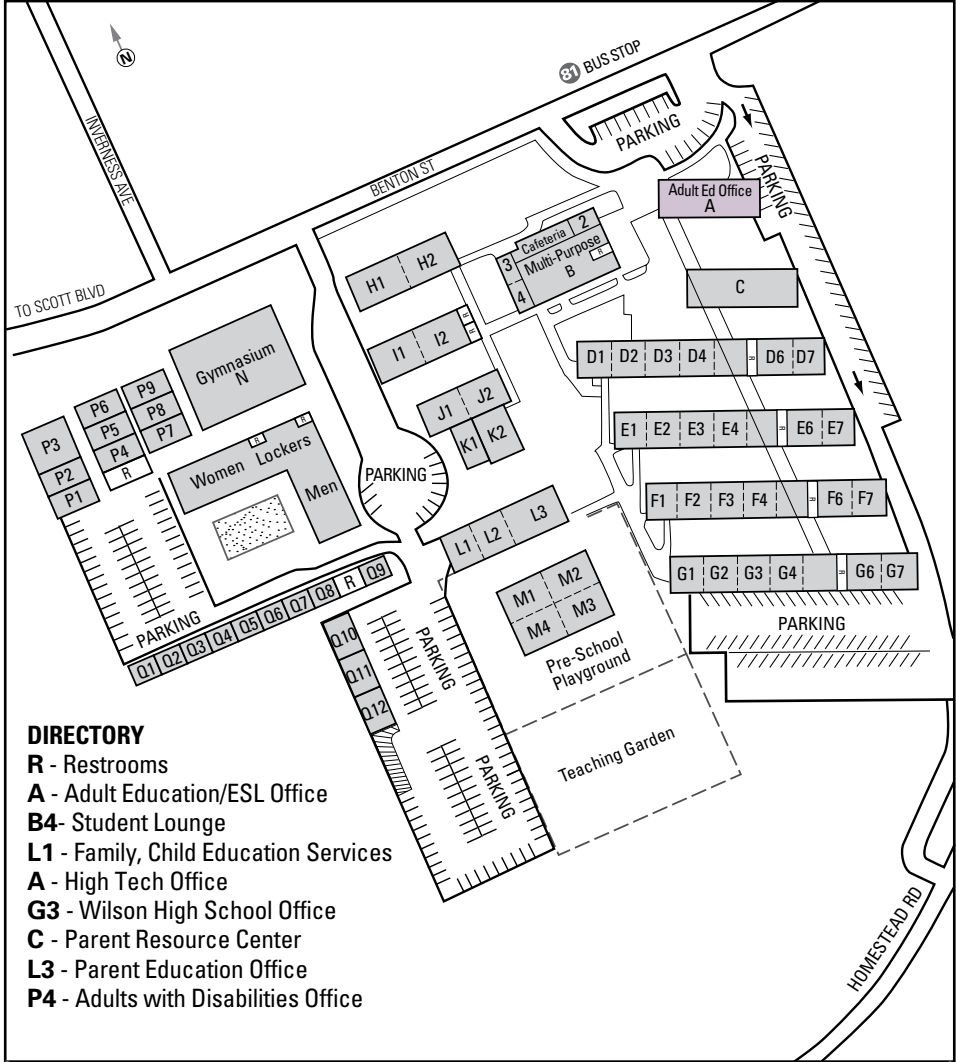
**Instructor:** Janine Sahn

Day	Time	Site	Date	Sess.	Fee
S	9:30-11:30am	Rm H2	3/10	10	\$129



# Santa Clara Adult Education

1840 Benton Street, Santa Clara

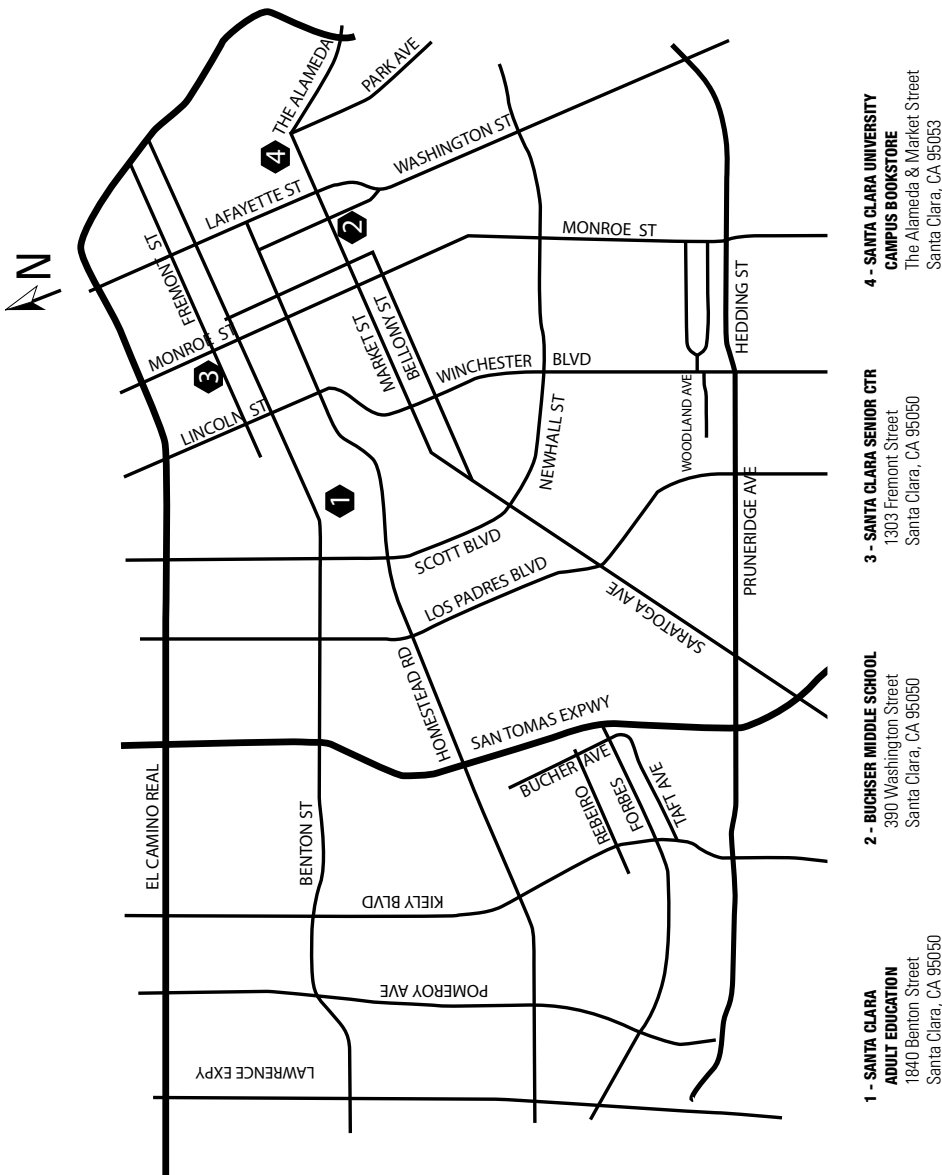


# School District Map

## Location Key

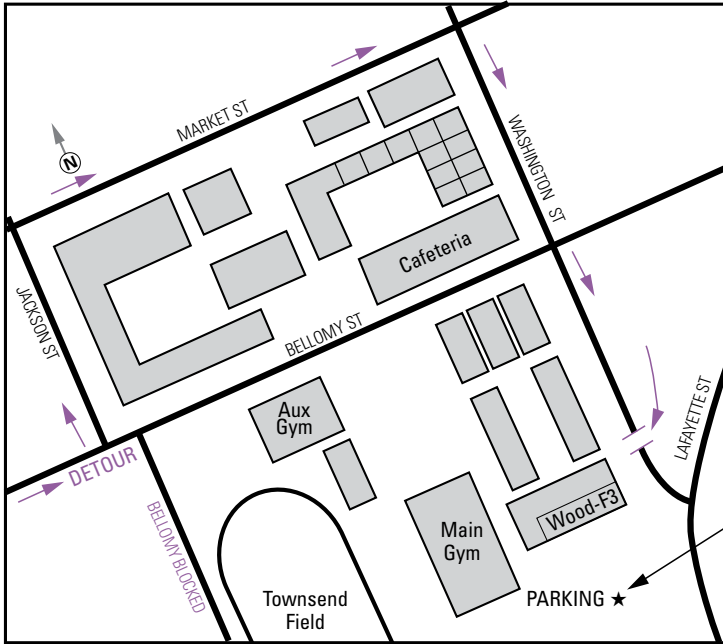
All classes held at 1840 Benton Street, unless otherwise indicated.

**BUCHS:** BUCHSER MIDDLE SCHOOL  
**SR. CTR.:** SANTA CLARA SENIOR CENTER

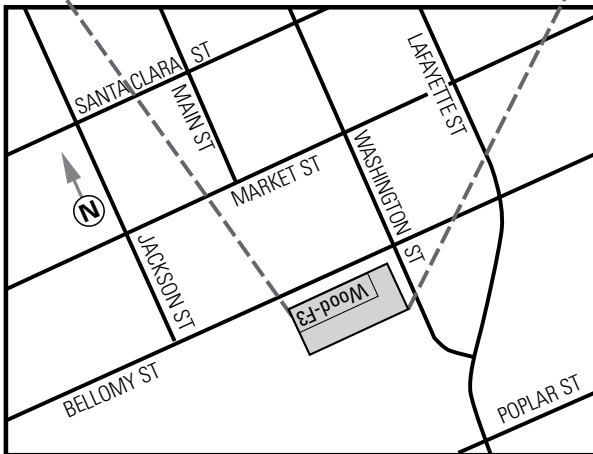


# Buchser Middle School

390 Washington Street, Santa Clara

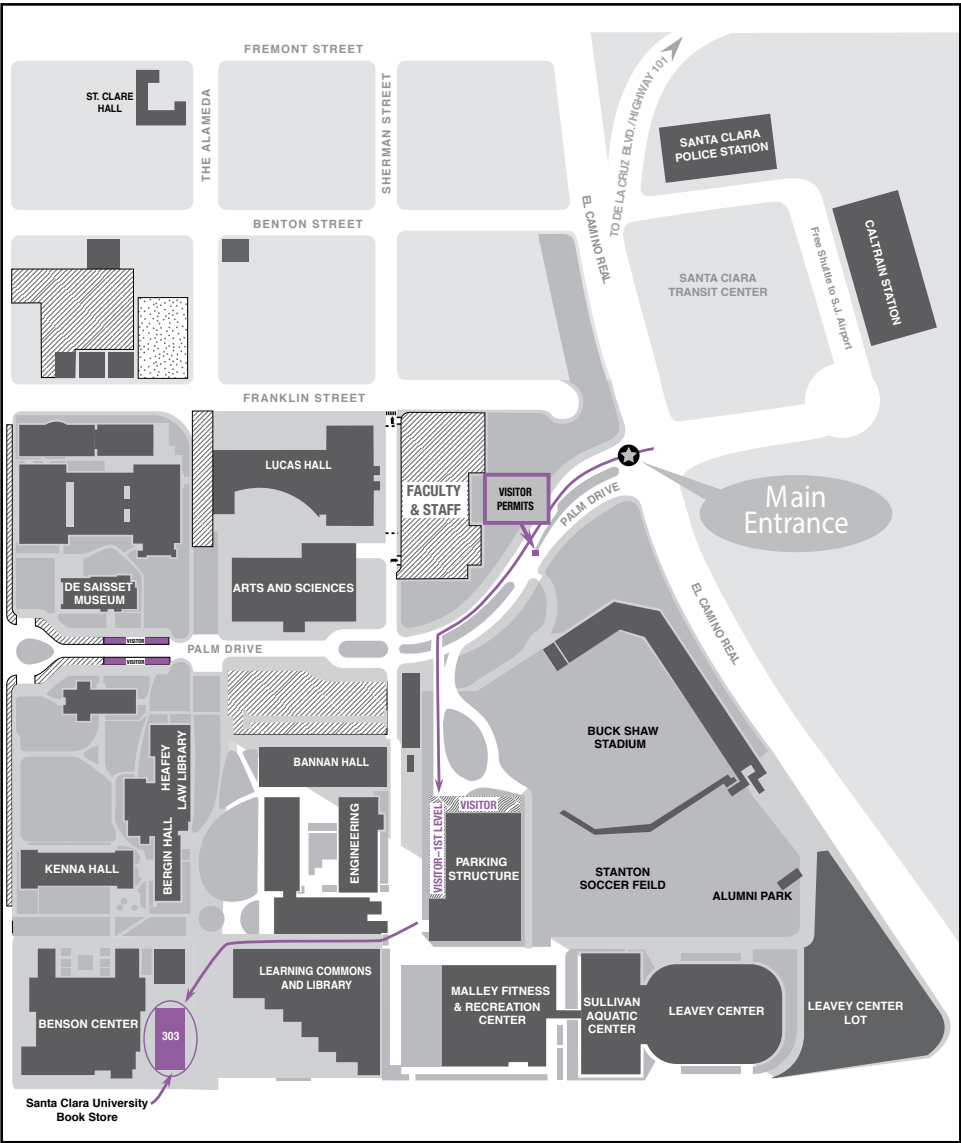


Park Here  
for Woodshop



# Santa Clara University Campus Bookstore

The Alameda & Market Streets, Santa Clara



# General Information

## Registration Begins: January 22<sup>nd</sup>

*Holidays: February 19<sup>th</sup>, 23<sup>rd</sup>, April 20<sup>th</sup>, May 28<sup>th</sup>*

### Registration Confirmation:

When you register for any of our classes, no confirmation will be sent.

The only time you will hear from us is if:

- There is a change in the time, day or date of the class
- There is a change in the room or location
- The class is full or has been cancelled

### Location of Classes:

Most classes are held at the Adult Education Center. Others are located in our district and at other community locations. Please note the Location of your class in the schedule under SITE.

## Office Hours

The main Adult Education Center office at 1840 Benton Street is open

Monday–Thursday, 8 am–8 pm, Friday, 8 am–1 pm

The Wilson High School office, Skill Plus and The Family Child Ed Office are open

Monday–Friday, 8 am–4 pm

## General Policies

- Continuation of a state supported class is dependent on funding and enrollment.
- Instructor are subject to change.
- Whenever feasible, classes are open entry/open exit and a waiting list is maintained.
- Students may be dropped if absent three consecutive classes without notifying the teacher or office.
- Students who are not progressing appropriately in class may be asked to leave.
- Students may be dropped for poor attendance.
- Students will be dropped for disrespectful or disruptive behavior in classrooms or on campus.
- Children under 18 are not permitted in class unless specifically authorized.
- Individuals on the campus who are inappropriately dressed and/or those whose personal hygiene is causing a disruption may be asked to leave.
- The Governing Board prohibits the unlawful harassment or bullying of any student or employee by any other employee, student, or other person on school sites.
- Missed classes may not be made up nor will a refund be given.
- Certificates may be awarded for successfully completing all course objectives.
- All copyrighted materials must be used in compliance with applicable copyright and other laws. Computer software, graphics, audio, video, or other files may not be loaded on school computers without appropriate licensing.
- Complaint policy is posted in the Adult Education Office.

# School Calendar

**Please note:** this is a general school calendar that shows the dates the offices will be closed. For the start date of your class please check the catalog.

Summer Registration will begin on April 23<sup>rd</sup>, 2018

## February 2018

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

## March 2018


S	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## April 2018

S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

## May 2018

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

 School not in session, no classes

# Phone Numbers

Adult Education Center.....	(408) 423-3500
Adult High School Diploma .....	(408) 423-3632
Adult Special Education.....	(408) 423-2100
Office Skills Program.....	(408) 423-3507
English as a Second Language .....	(408) 423-3500
Family-Child Education Services (District Child Development Program).....	(408) 423-3671
GED .....	(408) 423-3500
High Tech Academy.....	(408) 423-3523
Parent Education .....	(408) 423-3500
Registration information by phone.....	(408) 423-3500
Skills Plus.....	(408) 423-3508
Wilson High School .....	(408) 423-3600



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**Please check out our web site, and the websites of the other members of SBCAE!**

SCAE is a member of the South Bay Consortium for Adult Education (SBCAE). SBCAE is a collaboration of four colleges and five adult schools in Santa Clara County, serving over 30,000 adult education students every year. We are working together to build pathways for adult learners so they can achieve economic self-sufficiency in an area with one of the highest costs of living in the nation. Our consortium is committed to having a positive collective impact on the local workforce, building a just economy and healthy community. The other members of SBCAE are:

**Campbell Adult and Community Education** - [cace.cuhsd.org](http://cace.cuhsd.org)

**East Side Adult Education** - [adulthoodeducation.esuhd.org](http://adulthoodeducation.esuhd.org)

**Milpitas Adult Education** - [adulthoodeducation.musd.org](http://adulthoodeducation.musd.org)

**Silicon Valley Adult Education** - [metroed.net/svae](http://metroed.net/svae)

**San Jose City College** - [www.sjcc.edu](http://www.sjcc.edu)

**Evergreen Valley College** - [www.evc.edu](http://www.evc.edu)

**Mission College** - [www.missioncollege.edu](http://www.missioncollege.edu)

**West Valley College** - [www.westvalley.edu](http://www.westvalley.edu)

**Workforce Institute** - [www.wi-sjeccd.org](http://www.wi-sjeccd.org) (transition support services)

**[www.sbcae.org](http://www.sbcae.org)**

# Registration Information

There are 5 ways to register!

1

## Online

The fastest, most efficient way to register! Go to [www.SantaClaraAdultEd.org](http://www.SantaClaraAdultEd.org) and follow the directions to enroll. Visa or MasterCard required to sign up online

2

## Mail

Complete the pre-registration form on page 72  
Indicate method of payment. If paying by check, make it payable to SCUSD [Santa Clara Unified School District].  
Mail to 1840 Benton St., Santa Clara, CA 95050.

3

## Fax

Fill out the registration form on page 72 and include your Visa or MasterCard number. Our fax number: (408) 423-3580.

4

## Telephone

You can enroll using a Visa or MasterCard, Monday–Friday.  
Call (408) 423-3500 for an informational recording regarding registration after which you will be transferred to a registrar.

5

## Walk-In

Register in person at the Adult Education Center,  
1840 Benton St., Santa Clara

## Some things you need to know:

### Admission

Classes are open to all district residents and non-district residents over the age of 18.

### Fee Schedule

Class price is determined by a cost per hour of instruction. Hourly fees may differ slightly based upon the cost of the class and historical attendance levels.

### Lab Fees

Some classes require special materials. Lab fee amounts are stated in the course descriptions or will be announced at the first class meeting. Lab fees are due with pre-registration or at the first class meeting. All students must pay lab fees, if required.

### Refunds

Students who voluntarily withdraw from class(es) will not receive refunds.

Refunds will ONLY be given for class cancellation. A refund may be given for a major medical injury that is verified with a doctor's note prior to the start of class. A \$20 processing fee will be charged.

### Notification of Enrollment

You will be notified only if the class you want is full or cancelled.

### Class Attendance

Attendance is limited to individuals enrolled in the class. Participants may not make up classes which they have missed; fees cannot be pro-rated for classes missed.

### Course Transfers

Course transfers must be requested at least 7 days prior to class; subject to supervisor's approval.

# Student Data and Registration Form

Have you taken classes at our school before? \_\_\_\_ Yes \_\_\_\_ No

Please answer each question below. The information will remain confidential and be used only to assist with school funding. Thank you for your cooperation.

Today's Date: \_\_\_\_\_ Student I.D.: \_\_\_\_\_

Last Name: \_\_\_\_\_ M.I. \_\_\_\_\_ First Name \_\_\_\_\_

Street Address: \_\_\_\_\_

City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone No: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Cell) \_\_\_\_\_

Date of Birth (required): \_\_\_\_\_ E-mail Address \_\_\_\_\_

In Case of Emergency Call: (Name) \_\_\_\_\_ Relationship: \_\_\_\_\_

Telephone No. of Emergency Contact: \_\_\_\_\_

I have a child attending Santa Clara Public Schools: ☐ Yes ☐ No If yes, how many? \_\_\_\_\_

☐ White (Non-Hispanic)

☐ Asian

☐ Black or African American

☐ Native Hawaiian or Other  
Pacific Islander

☐ Filipino

☐ American Indian

☐ Alaska Native

☐ Hispanic or Latino

Do any of these apply to you?

☐ CalWORKS

☐ WIA-Workforce Investment Act

☐ SSI-Supplemental Security Income

☐ GA-General Assistance

☐ Bureau of Indian Affairs Assistance

☐ None of the above Apply

Gender

☐ Male

☐ Female

Other

☐ Individual with Disabilities

Native Language

☐ English

☐ Korean

☐ Spanish

☐ Russian

☐ Vietnamese

☐ Farsi

☐ Chinese

☐ Tagalog

Name Other \_\_\_\_\_

How did you hear about us?

☐ Catalogue

☐ Channel 26

☐ Friend/Relative

☐ On-line

☐ Newspaper

☐ Radio

Other \_\_\_\_\_

Labor Force Status

☐ Employed

☐ Unemployed/Self Employed

☐ Retired \_\_\_\_\_

Annual Income

☐ 0 – \$35,000

☐ 35,501 – \$40,550

☐ 40,551 – \$45,600

☐ 45,601 – \$50,650

☐ 50,651 – \$54,750

☐ 54,751 – \$58,800

☐ 58,801 – \$62,850

☐ 62,851 – \$66,900

☐ 66,901 +

How many people live with you or share  
your income (include yourself) \_\_\_\_\_

Attainable Goal(s) This Year

Enter 1 for Primary Goal

Enter 2 for Secondary Goal

\_\_\_\_ Get a job

\_\_\_\_ Retain a job

\_\_\_\_ Personal Goal

\_\_\_\_ Family Goal

\_\_\_\_ Improve English Skills

\_\_\_\_ H.S. Diploma/GED

\_\_\_\_ Military

\_\_\_\_ Citizenship

\_\_\_\_ Enter College or Training

\_\_\_\_ Other \_\_\_\_\_

All students must be 18 or older

Course Title	Day	Time	Reg. Fee	Lab Fee	Office Use

## METHOD OF PAYMENT

☐ Cash ☐ Check # \_\_\_\_\_ ☐ Letter of Credit ☐ Gift Certificate For Office Use only: ☐ Other

☐ MasterCard ☐ VISA

Card No.: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ Security Code: \_\_\_\_\_

Signature: \_\_\_\_\_

**SORRY, NO REFUNDS!** (SPACE WILL NOT BE RESERVED WITHOUT PAYMENT)





*Spring 2018*

# BRIDGE TO HEALTHCARE CAREERS

Prepare for success in the Medical Assisting Program at San Jose City College. Enroll now!

## **Orientation and Registration**

February 13, 2018 • 7:00pm-9:30pm

Room P5 • 1840 Benton Street, Santa Clara, CA 95050

*All Courses are Free!*

### **Course 1**

MA501 Introduction to  
Health Care Professions

Feb. 21 – Apr. 20, 2018

Room P5

Class at SCAE Campus

### **Course 2**

MA521 Math for  
Medical Assisting

May 1 – May 24, 2018

Room P5

Class at SCAE Campus

*Courses held on Tuesdays,  
Wednesdays & Thursdays  
from 7:00-9:00pm*

### **Course 3**

MA500A - Fundamentals  
of Medical Terminology I

Fall 2018, days and times TBD

Class at San Jose City College

### **Course 4**

MA500A - Fundamentals  
of Medical Terminology II

Fall 2018, days and times TBD

Class at San Jose City College

*Optional **ESL** course **ESL500**  
in Healthcare Setting offered  
in Summer 2018, more info TBD)*

The books will be provided in class.

**Register for orientation NOW by calling (408) 423-3500**



# Wilson Preschool Open House

February 10, 2018 • 10:00am - 1:00pm  
1840 Benton St., Santa Clara, CA 95050

Visit our preschool and get to know us!

- Toddler - PreK
- High Scope Curriculum
- Parent Education and Participation

We look forward to seeing you!



## Adult Education

1840 Benton Street  
Santa Clara, CA 95050

Adult Education/ESL: 408.423.3500  
High School Diploma: 408.423.3632  
High School Equivalency: 408.423.3500  
Office Skills Training Program: 408.423.3512  
High Tech Academy: 408.423.3523

## RESIDENTIAL CUSTOMER

NONPROFIT ORG.  
U.S. POSTAGE  
PAID  
SANTA CLARA, CA  
PERMIT NO. 124

ECRWSS