I ife Focus

Montcalm Community College

CAREER DEVELOPMENT & PERSONAL ENRICHMENT COURSES

Pharmacy Technician Program

Prepare yourself to work as a pharmacy technician in a retail or other pharmacy setting. page 21

Marvelous Micro Greens

Learn how to grow micro greens at home and reap the benefits. page 18



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MCC'S CONTINUING EDUCATION REFUND POLICY

Students receive a full refund for all courses and workshops cancelled by the college.

A full refund is given to students who officially drop a course by 5 p.m. one business day prior to the first class meeting. Failure to attend does not constitute an official drop and no refunds will be granted.

Students enrolling in *Education To Go* online courses have one week after the start date to drop the course for a full refund. MCC will enforce all other online and contracted companies' refund policies. Any special refund policies are clearly stated in the course descriptions.

All refunds are mailed to the address supplied at the time of enrollment. Processing takes at least two weeks.

Some images were provided by 123RF at www.123rf.com.

Montcalm Community College is accredited by the Higher Learning Commission (hlcommission.org), a regional accreditation agency recognized by the U.S. Department of Education.



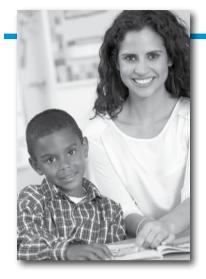
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WHAT ARE YOU INTERESTED IN?

Is there a career and personal development noncredit class you would like us to offer? Are you interested in teaching a noncredit class for us? If so, please let us know.

Visit www.montcalm.edu/career-development to complete a brief online form and submit it to us.





COURT-APPOINTED SPECIAL ADVOCATES (CASA)

New Volunteer Training Course

Taught by Montcalm CASA Staff. The course is free.
Have you ever wanted to help an abused or neglected child? The Montcalm CASA program seeks volunteers who will stand up for an abused or neglected child in Montcalm County. This eight-week (24-hour) course will provide specialized training to transform everyday concerned citizens into official court-appointed advocates who will become a voice for a child in the court system. Volunteers will be sworn in during a ceremony at the Montcalm County Juvenile Court upon

completing the program. Children who are appointed a CASA volunteer often have higher self-esteem, more academic success, more stability in foster care, better connections to services and a greater rate in achieving a safe and permanent home. CASA volunteers give hope to children and often the fulfillment they receive in return is beyond anything they ever would have expected.

Apply now to be screened and selected for the training beginning soon. To find the application and more information, please visit www.montcalmcasa.org, call 989-831-3561 or email montcalmcasa@8cap.org.

JOIN THE CALL TO NATIONAL SERVICE

Senior volunteers are needed for the EightCAP Foster Grandparent and Senior Companion Programs. People ages 55 and older are welcome to apply to serve their community and earn extra cash. Volunteers serve an average of 15 hours per week and will earn an hourly tax-free stipend, transportation reimbursement, training, recognition and many other benefits. Foster Grandparents serve in schools, daycares and Head Start centers and help children maintain or improve their self-esteem by mentoring, tutoring or assisting them throughout the day. Senior Companions serve their elderly neighbors and help them continue to live



independently by visiting weekly to provide companionship and socialization.

For more information, please call 616-754-9315.



ADVANCED MANUFACTURING

Automation

Introduction to Ladder Logic – Hybrid

Taught by Tim Rogers. The cost is \$499.

Learn basic ladder logic programming using ladder diagrams and basic electrical controls in this six-week course. Students will be required to meet in the classroom on Feb. 8 and March 22 from 7 to 11 a.m. The remainder of the class will include online learning and in-person demonstration of skills as arranged by students and the instructor. The skill demonstration will take place at a time arranged with the instructor. The required course material is available at the MCC Bookstore or online at www.montcalm.edu/bookstore.

XIND 230 01

Feb. 8-March 22 (Meet in person on Feb. 8 and March 22 from 7-11 a.m.)

G227/Braman Center in Greenville

RSLogix PLC Programming – Hybrid

Tauaht by Tim Roaers. The cost is \$499.

six-week course will emphasize programmable logic controllers (PLC), their use, selection, setup and servicing. It is designed to give the industrial technician/ electrician an intermediate understanding of the Allen Bradley Compact Logix PLC using RSLogix 5000 software. Students should have a basic understanding of ladder diagrams and electrical controls before taking this course. Students will be required to meet in the classroom on April 5 and May 17 from 7 to 11 a.m. The remainder of the class will include online learning and in-person demonstration of skills as arranged by the students and instructor. The required course material is available at the MCC Bookstore or online at www.montcalm.edu/bookstore.

XIND 231 01

April 5-May 17 (Meet in person on April 5 and May 17 from 7-11 a.m.)
G227/Braman Center in Greenville

Studio 5000: Fundamentals & Troubleshooting

Taught by Tim Rogers. The cost is \$1,500.

This course will advance the PLC. Learn how to navigate the Studio Logix Designer Application, connect a computer to a communications network, download and go online, locate I/O tags and devices, interpret Logix Designer project organization and execution, interpret ladder logic structure, locate and edit tag values, interpret arrays searching for project components, integrate practice - interpret a basic project, troubleshoot digital I/O problems, force I/O and toggling bits, troubleshoot remote I/O problems, interpret the meaning of lights on Logix hardware, update Logix5000 firmware, troubleshoot controller problems, integrate practice-troubleshoot basic projects, edit ladder logic online, manage Logix Designer project files, and write a Logix controller and associated I/O cards.

XELE 252 01

Mon-Fri, May 20-24, 7 a.m.-3:30 p.m. G227/Braman Center in Greenville

KUKA KORE Basic

Taught by Tim Rogers. The cost is \$1,200.

This course covers an introduction to robotics, fields of application for an industrial robot, overview of components of a robot system, robot controller, moving the robot, start up and executing robot programs, working with program files, creating and modifying programmed motions, using logic-functions in the robot program and a final programming assignment. The fee includes the KUKA KORE basic training manual. Those who pass the final exam will receive a KUKA KORE Basic certificate.

XIND 247 01

Tues-Thur, April 30-May 2, 7 a.m.-3:30 p.m. G227/Braman Center in Greenville

Spring 2019

ADVANCED MANUFACTURING

continued

FANUC

MCC collaborates with FANUC to support their goal of "Partnering with Education" to help meet the growing demand for the skilled workforce needed in all aspects of today's manufacturing. A FANUC-certified instructor conducts all training at MCC and is committed to quality teaching and providing the best learning experience. MCC's lab is equipped with several FANUC industrial robots and classroom computers have FANUC Robotics ROBOGUIDE simulation software available for students to practice.

FANUC – Handling Tool Operation and Programming

Taught by Tim Rogers. The cost is \$1,300.

Learn the tasks that an operator, technician, engineer or programmer needs to set up and program a FANUC Robotics Handling Tool Software Package. Learn to operate the teach pendant, navigate the controller software, power up and jog the robot, perform all jog methods, recover from common program and robot faults, execute production operations, understand all programming instructions, understand all positional information, understand all motion joints and create and execute MACROs. The course fee includes the FANUC training manual.

XIND 240 01

Mon-Thur, May 13-16, 7 a.m.-3:30 p.m. G227/Braman Center in Greenville

FANUC iRVision

Taught by Tim Rogers. The cost is \$1,200.

Learn the basic tasks and procedures required for an operator, technician, engineer or programmer to set up, teach, test and modify iRVision applications. Learn to identify the components of a vision system, install vision hardware, develop an application, program the robot, perform error recovery procedures and follow recommended safety practices. The course fee includes the FANUC training manual.

XIND 245 01

Tues & Wed, May 28 & 29, 7 a.m.-3:30 p.m. G227/Braman Center in Greenville

FANUC Operations

Taught by Tim Rogers. The cost is \$880.

Learn to power up and jog the robot, recover from common program and robot faults and execute production operations. Also learn to create, modify and execute the teach pendent program, and backup and restore individual programs and files. The course fee includes the FANUC training manual.

XIND 241 01

Mon & Tues, May 6 & 7, 7 a.m.-3:30 p.m. G227/Braman Center in Greenville

Safety

Industrial Safety & First Aid

Taught by Don Eady. The cost is \$125.
Successful completion of this course provides

you with American Heart Association certifications in Heartsaver® CPR AED and First Aid. The course fee includes the cost of the book, mask and card.

XIND 155 01

Fri, March 8, 7 a.m.-4 p.m. G118/Ash TLC in Greenville

XIND 155 02

Fri, May 17, 7 a.m.-4 p.m. G118/Ash TLC in Greenville



OSHA 10-Hour General Industry

Taught by Vlad Edelman. The cost is \$199.

This 10-hour training program was developed by OSHA to provide important safety information on fundamental OSHA standards as they apply to general industry. This program is geared toward ALL employees. (Supervisors, safety managers and others with direct responsibility for employee safety should look at the more in-depth OSHA 30 class.) Topics include: Introduction to OSHA (1 hour); Walking & Working Surfaces, including Fall Protection (1 hour); Exit Routes, **Emergency Action Plans, Fire Prevention Plans** & Fire Protection (1 Hour); Electrical (1 Hour); Personal Protective & Lifesaving Equipment (1 Hour) and Hazard Communication (1 Hour); plus 2 hours of elective topics customized toward your industry.

XIND 287 01

Thur & Fri, Feb. 7 & 8, 8 a.m.- 1:30 p.m. G129/Ash Tl C in Greenville

OSHA 30-Hour General Industry

Taught by Vlad Edelman. The cost is \$499.

This 30-hour training program was developed by OSHA to provide important safety information on fundamental OSHA standards as they apply to general industry. This differs from OSHA 10 in that it is much more indepth and geared toward safety professionals, supervisors, or anyone who has direct responsibilities for the safety of employees. Topics include: Introduction to OSHA (1 hour): Managing Safety & Health (2 Hours); Walking & Working Surfaces, including Fall Protection (1 hour); Exit Routes, Emergency Action Plans, Fire Prevention Plans & Fire Protection (2) Hours); Electrical (2 Hours); Personal Protective & Lifesaving Equipment (1 Hour), Hazard Communication (1 Hour); Materials Handling (2 Hours); plus 10 hours of elective topics such as Hazardous materials, Permit-Required Confined Spaces, Lockout/Tagout, Machine Guarding, Powered industrial vehicles, Bloodborne Pathogens and Hand and Power Tools.

XIND 289 01

Mon-Thur, April 1-4, 7:30 a.m.-4:30 p.m. G211/ Braman Center in Greenville

Lockout/Tagout - 1 hour

Taught by Vlad Edelman. The cost is \$25.

Workers performing service or maintenance on machinery and equipment may be exposed to injuries from the unexpected energization, startup of the machinery or equipment, or release of stored energy in the equipment. The Lockout/Tagout standard requires the adoption and implementation of practices and procedures to shut down equipment, isolate it from its energy source(s), and prevent the release of potentially hazardous energy while maintenance and servicing activities are being performed. It contains minimum performance requirements, and definitive criteria for establishing an effective program for the control of hazardous energy. However, employers have the flexibility to develop lockout/tagout programs that are suitable for their respective facilities. This course is designed to summarize the key components of the CFR 1910.147 standard.

XIND 117 01

Thur, April 25, 8-9 a.m. G211/Braman Center in Greenville

Confined Space Entry Awareness - 2 hours

Taught by Vlad Edelman. The cost is \$49.

This course covers requirements for practices and procedures to protect employees in general industry from the hazards of entry into permit-required confined spaces. Training topics include how to identify a confined space, potential hazards and review of permit program requirements outlined in CFR 1910.146 standard. It does not apply to agriculture, construction or shipyard employment.

XIND 115 01

Thur, April 25, 9:30-11:30 a.m. G211/Braman Center in Greenville



ARTS

Beginning Welding Art

Taught by Drew Naranjo. The cost is \$299. Have you always been curious about metal art and wondered if it was for you? In this beginning level class, your instructor will provide three options for a project. After you've determined your project design, you'll begin by observing and then, with your instructor's guidance and supervision, you'll experience each step in the metal forming process: bending, cutting, welding and grinding. Supplies for one project are included in the cost of the class. NOTE: If you wish to build a second sculpture, you will work with your instructor to determine the cost and source of additional materials. You will need to provide your own gloves, welding jacket and welding helmet.

XWEL 170 01

Tues & Thur, May 14-23, 5-8 p.m. G224/Braman Center in Greenville

Intro to Digital Arts as a Medium

Taught by Seth Sutton. The cost is \$299. Societies flourish when their citizens engage in meaningful conversations in public forums. This course will discuss art, history and aesthetical theory, along with other important ideas that shape the human experience as it pertains to the visual communications of digital arts as a medium. This course runs concurrently with the credit course DART 101. The required text is available at the MCC Bookstore or online at www.montcalm.edu/bookstore.

XART 130 01

Mon, Jan. 14-April 29, 10 a.m.-noon N104/Instruction North Building in Sidney

Photographic Foundations I

Taught by Seth Sutton. The cost is \$299.

Through combination of a lectures. photographic assignments and critiques, students will learn to see photographically through an exploration of the basic tools and techniques of digital photography. Through manual controls and RAW capture, students will learn the craft of making photographs while being introduced to photo editing software. Emphasis will be placed on critical issues that pertain to contemporary commercial photography. This course runs concurrently with the credit course DART 110. The required text is available at the MCC Bookstore or online at www.montcalm.edu/bookstore.

XART 135 01

Mon, Jan. 14-April 29, 1-3 p.m. N104/Instruction North Building in Sidney

Commercial Design I

Taught by Christopher Hunter. The cost is \$299. course will introduce students to graphic the fundamentals of desian. Through a process that involves research, conceptualization and synthesis of ideas, students will understand the elements and principles of design, creative and expressive typography, page layout and the manipulation of digital images through various mediums. Emphasis will be given to the importance of presentation and craftsmanship as it pertains to practical application of the real-world scenarios. This course runs concurrently with the credit course DART 120. The required text is available at the MCC Bookstore or online at www.montcalm.edu/bookstore.

XART 150 01

Tues, Jan. 15-April 30, 6-8 p.m. N104/Instruction North Building in Sidney



Pastel Drawing and More

Taught by Sue Moss. The cost is \$39. This class is for ages 16 and older.

In this introductory four-week class, students will explore the world of pastels: Two weeks for soft chalk pastels and two weeks for oil pastels. Basic techniques will be covered along with painting techniques using these two dynamic mediums. Students will need a set of soft chalk pastels, oil pastels, pastel drawing paper, spray fixative and a couple of round brushes.

XART 628 01

Mon, Feb. 4-25, 1:30-3:30 p.m. G111/Ash TLC in Greenville

Repurposed Art

Taught by Sue Moss. The cost is \$45. This class is for ages 16 and older.

Explore alternative surfaces for creating unique pieces of art. Wood, fabric, glass and tin will be explored. Four pieces of art will be created in four weeks. For this class, students will need to provide a small bottle of Mod Podge, a basic set of acrylic paints and several brushes. The rest of the materials will be provided by the instructor.

XART 301 01

Mon, April 8-29, 1:30-3:30 p.m. G111/Ash TLC in Greenville

Painted Bottle Bell Windchime Workshop

Taught by Sue Moss. The cost is \$25.

Create a unique, painted bottle bell windchime suitable to hang outside. All materials will be provided.

XART 202 01

Sat, May 4, 10 a.m.-12 noon G111/Ash TLC in Greenville





BUSINESS AND PERSONAL SKILLS

Starting a Business

Presented by Marie Elliott, SBDC Business Consultant. This course is free, but preregistration is required.

This course is designed for individuals who are considering self-employment, or who may be at the beginning stages of starting a business. Delivered in a workshop format, this introductory session helps aspiring entrepreneurs assess their abilities to lead and manage a company, as well as evaluate market and sales potential for their products/services. Startup costs, financing options and business planning are introduced, along with necessary steps to getting started.

XBUS 113 01

Wed, Jan. 16, 6-8 p.m. G111/Ash TLC in Greenville

Writing a Business Plan

Presented by Marie Elliott, SBDC Business Consultant. This course is free, but preregistration is required.

Designed for individuals who want to increase their chances for successful self-employment, or business launch, this course covers business planning in detail. Specifics of marketing, finance, legal, regulatory issues, operations, information-based planning and management are key components of this workshop. The first steps for creating a business plan draft are included. Live examples of effective business plans are used as course material.

XBUS 195 01

Wed, Jan. 30, 6-8 p.m. G111/Ash TLC in Greenville

Sources of Funding

Presented by Marie Elliott, SBDC Business Consultant. This course is free, but preregistration is required.

This workshop is designed for individuals who are seeking financing to start or grow their small business. Delivered in a workshop format, this session helps entrepreneurs understand the different sources of funding available, the requirements to obtain financing, credit scores and myths/facts about grants.

XBUS 150 01

Wed, Feb. 13, 6-8 p.m. G111/Ash TLC in Greenville

Cybersecurity for Small Business

Presented by Marie Elliott, SBDC Business Consultant. This course is free, but preregistration is required.

Even small businesses are at risk of cyberattacks. In fact, small business is more vulnerable in many ways. This workshop is designed for small business owners (no technology background assumed) who have completed the Cybersecurity Assessment provided by the Michigan Small Business Development Center (MI-SBDC) to determine if their company is at risk. The assessment is designed as an interactive learning tool that increases your understanding and preparation for managing your business security risk. It may take 45 to 60 minutes to complete and includes multiple perspectives that can help you understand — and ultimately reduce your vulnerability as a small business. This timely discussion includes the most common areas for concern and action for small business owners' cybersecurity practices, protecting your company information, what to do if your company has been breached, password practices, physical security, buying and selling online, physical security and mobile security. The link to the Cybersecurity Assessment is www.smallbusinessbigthreat.com.

XBUS 430 01

Wed, Feb. 27, 6-8 p.m. G111/Ash TLC in Greenville

10 Life Focus



Getting Paid to Talk: Making Money with Your Voice

Taught by Voice Coaches. The cost is \$19. Explore numerous aspects of voice-over work for television, film, radio, audiobooks, documentaries and the Internet in your area.

XCOM 126 01

Wed, May 15, 6:30-9 p.m.
D308/Beatrice E. Doser Building in Sidney

COMPUTER & INTERNET SKILLS

Computers for Absolute Beginners

Taught by Mary Palmer. The cost is \$49.

Learn to use computers, Windows 8, the Internet, email and word processing in a slow-paced course created for novice and senior users.

XCIS 174 01

Wed, Feb. 6-27, 1:30-4:30 p.m. G112/Ash TLC in Greenville

XCIS 174 02

Wed, April 3-24, 1:30-4:30 p.m. D309/Beatrice E. Doser Building in Sidney

Using Social Media

Taught by Mary Palmer. The cost is \$39. Learn how to use different types of social media in this hands-on course. Facebook, Instagram, Twitter, Snapchat and Pinterest will be reviewed during the course.

XCIS 350 01

Tues, April 9, 2-4 p.m. D309/Beatrice E. Doser Building in Sidney

Computer Skills

— Professional Development

Facebook for Business

Taught by Mary Palmer. The cost is \$49. Lunch is included.

Facebook is a powerful, free or inexpensive way to promote your business. Learn the many ways that you can use this versatile platform to get the word out to existing or potential customers.

XBUS 125 01

Tues, March 19, 9 a.m.-1 p.m. G112/Ash TLC in Greenville

Selling on eBay

Taught by Mary Palmer. The cost is \$39.

Learn how to create a listing that will attract attention and sell your item. Discover ways to minimize shipping costs, safe payment methods and how to protect yourself as a seller. Bring a charged smartphone or tablet and an item to sell.

XCIS 198 01

Wed, March 27, 1-5 p.m. G112/Ash TLC Building in Greenville

Word 2016 - Part 1

Taught By David Nelson. The cost is \$75.

Learn how to use Word 2016 to create and edit simple documents, format documents, add tables and lists, add design elements and layout options and proof documents. You can also use this course to prepare for the Microsoft Office Specialist (MOS) Certification exams for Microsoft Word 2016. The required text is available to be ordered at the MCC Bookstore

or online at www.montcalm.edu/bookstore.

XCIS 541 01

Thur, March 7, 8 a.m.-4:30 p.m. G112/Ash TLC in Greenville

Computer Skills — Professional Development

continued

Word 2016 - Part 2

Taught By David Nelson. The cost is \$75. Expand your knowledge of Microsoft Word by learning how to work with tables and charts to organize and summarize data by using styles and themes to customize the look of your documents. Learn to add images and custom graphic elements to your documents to graphically show information, and how to control how text flows around graphics, between paragraphs and between pages, and use section, page and column breaks in your documents. Learn to use templates to maintain consistency between documents and the mail merge feature to customize and personalize content. Finally, learn to create and use macros to automate tasks. You can also use this course to prepare for the Microsoft Office Specialist (MOS) Certification exams for Microsoft Word 2016. The required text is available to be ordered at the MCC Bookstore or online at

XCIS 542 01

Thur, March 14, 8 a.m.-4:30 p.m. G112/Ash TLC in Greenville

www.montcalm.edu/bookstore.

Word 2016 - Part 3

Taught By David Nelson. The cost is \$75.

This course builds upon the knowledge presented in Word 2016 – Part 1 and Word 2016 – Part 2 courses. Learn to collaborate on documents, add reference marks and notes, simplify and manage long documents, secure a document and create forms. You can also use this course to prepare for the Microsoft Office Specialist Certification exams for Microsoft Word 2016. The required text is available to be ordered at the MCC Bookstore or online at www.montcalm.edu/bookstore.

XCIS 543 01

Thur, March 21, 8 a.m.-4:30 p.m. G112/Ash TLC in Greenville

Excel 2016 - Part 1

Taught By David Nelson. The cost is \$75.

Learn to create and develop Excel worksheets and workbooks in order to work and analyze critical data. Skills include performing calculations. modifying and formatting worksheets, and performing and managing workbooks. This course covers Microsoft Office Specialist (MOS) Certification exam objectives to help students prepare for the Excel 2016 Exam and the Excel 2016 Expert Exam. The required text is available to be ordered at the MCC Bookstore or online at www.montcalm.edu/bookstore.

XCIS 521 01

Thurs, April 4, 8 a.m.-4:30 p.m. G112/Ash TLC in Greenville

Excel 2016 - Part 2

Taught By David Nelson. The cost is \$75.

This course builds upon the foundational knowledge presented in the Excel 2016 - Part 1 course and will help start you down the road to creating advanced workbooks and worksheets that can help deepen your understanding of organizational intelligence. Learn to customize the Excel environment, create advanced formulas, analyze datasets and tables, visualize data by using basic charts and analyze data by using PivotTables, slicers and PivotCharts. This course covers Microsoft Office Specialist exam objectives to help students prepare for the Excel 2016 Exam and the Excel 2016 Expert Exam. The required text is available to be ordered at the MCC Bookstore or online at www.montcalm.edu/bookstore.

XCIS 522 01

Thurs, April 11, 8 a.m.-4:30 p.m. G112/Ash TLC in Greenville



Excel 2016 - Part 3

Taught By David Nelson. The cost is \$75.

This course builds from the foundational and intermediate knowledge presented in the Excel 2016 - Part 1 and Excel 2016 - Part 2 courses to help you get the most of your Excel experience. The ability to collaborate with colleagues, automate complex or repetitive tasks, and use conditional logic to construct and apply elaborate formulas and functions will put the full power of Excel right at your fingertips. The more you learn about how to get Excel to do the hard work for you, the more you'll be able to focus on getting the answers you need from the vast amounts of data your organization generates. Learn to work with multiple worksheets and workbooks simultaneously, share and protect workbooks, automate workbook functionality, apply conditional logical, audit worksheets, use automated analysis tools and present your data visually. This course covers Microsoft Office Specialist exam objectives to help students prepare for the Excel 2016 Exam and the Excel 2016 Expert Exam. The required text is available to be ordered at the MCC Bookstore or online at www.montcalm.edu/bookstore.

XCIS 523 01

Thurs, April 18, 8 a.m.-4:30 p.m. G112/Ash TLC in Greenville

CULTURE/TRAVEL

African Adventure

Taught by Dr. Gary Hauck and Jared Hauck. The cost is \$20.

Gary and Jared Hauck share their pictures and stories of several trips to Africa, including such places as South Africa, Zimbabwe, Zambia, Botswana, Namibia, Morocco and Egypt. From Table Mountain to Victoria Falls, and animal safaris to the pyramids of Egypt, you'll learn much about Africa's natural beauty and rich history.

XHUM 301 01

Mon, March 4, 6-8 p.m. G211/Braman Center in Greenville

The Splendor of Italy

Taught by Dr. Gary Hauck and Jared Hauck. The cost is \$20.

Join Gary and Jared Hauck for an evening of slides and reflections on numerous trips to this historic and beautiful land, including Rome, Pompeii, Venice, Florence, Pisa, Sicily and the Cinque Terra.

XHUM 302 01

Mon, March 11, 6-8 p.m. G211/Braman Center in Greenville

Alluring Latin America

Taught by Dr. Gary Hauck and Jared Hauck. The cost is \$20.

Are you ready to learn more about the cultures of Latin America? Join Gary and Jared Hauck as they show numerous images of the Caribbean, Central and South America, and discuss the Spanish homeland that launched these colorful civilizations.

XHUM 303 01

Mon, March 18, 6-8 p.m. G211/Braman Center in Greenville

Savoring Scandinavia and the Baltics

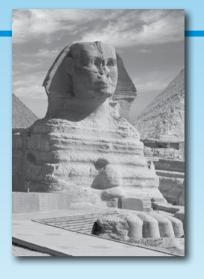
Taught by Dr. Gary Hauck and Jared Hauck. The cost is \$20.

Vicariously walk the streets of Chernobyl, explore Norway's fjords, marvel at the castles of Denmark's country sides and discover the amazing art and architecture of Russia as Gary and Jared Hauck talk about their recent trips to each of the Scandinavian countries and Baltic States.

XHUM 304 01

Mon, March 25, 6-8 p.m. G211/Braman Center in Greenville

UPCOMING TRIPS!



GRAND TOUR OF EGYPT

Percussive Tours

Led by Jared Hauck. The cost is \$2,595.

MCC offers a 10-day trip to Egypt, May 14-23, in partnership with Percussive Tours. The trip will include guided sightseeing to Cairo, Giza, Sakkara, Memphis and Luxor with an Egyptologist to explore the magnificent treasures of this ancient country, from the Great Pyramids to the Valley of the Kings. The cost per person includes all international and domestic flights, overnight first class sleeper train from Cairo to Luxor, full-time travel director, all five-star accommodations, ground transportation, some meals, guided day tours, and all taxes and fees. Optional extension to Petra,

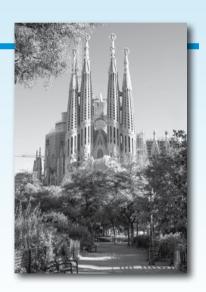
Jordan, is also available. For more information and to sign up, visit <u>percussive.org/egypt</u> or email Jared Hauck at <u>percussivetours@gmail.com</u>. The registration deadline is Jan. 14, 2019.

SUMMER IN SPAIN

Percussive Tours

Led by Jared Hauck. The cost is \$2,500.

MCC offers a nine-day trip to Spain, Aug. 13-21, in partnership with Percussive Tours. The trip will include guided sightseeing of Madrid and Barcelona and will focus on the culture, food, history and nature of the area. The cost per person includes all international and domestic flights, high-speed train from Madrid to Barcelona, full-time travel director, all accommodations, ground transportation, some meals, select guided tours, and all taxes and fees. For more information and to sign up, visit percussive.org/spain or email Jared Hauck at percussivetours@gmail.com. The registration deadline is April 13, 2019.





HOBBIES

Introduction to Beekeeping

Taught by Elizabeth Pitzer. The cost is \$29. Along with other pollinators, these at-risk insects are fighting to survive in a world of lost habitat, invasive parasites, and deadly insecticides. Learn the basics of beekeeping, from the confusing jargon that describes equipment, to sources for buying equipment and your first bees. The make-up of the colony and its yearly life cycle, setting up a hive, disease management and control, and good resources for further study will all be explored. Also, sample several different types of honey to

experience just how "sweet" honeybees can be.

XPER 193 01

Sat, March 16, 9 a.m.-noon G129/Ash TLC in Greenville

Introduction to 3D Printing

Taught by David Nelson. The cost is \$29.

This one-night introductory workshop is designed as an introduction to 3D printing process. Attendees will learn the answers to questions such as: what is a 3D printer, can I afford a 3D printer, how does the printer create a 3D model and what steps are involved in creating a 3D printed object? Attendees will help design a keychain that will be printed with instructor guidance and taken home at the end of class. Upon completion of the class, participants will have a good understanding of the 3D printing process and the steps involved in creating a 3D printed object. For more on 3D printer setup, plastics used in 3D printing and a more thorough coverage of model design and creation, check out the other two 3D printing classes.

XCIS 530 01

Thur, March 7, 6-9 p.m. G100/Ash TLC in Greenville

Learning to Use a 3D Printer - Part 1

Taught by David Nelson. The cost is \$49.

This two-night workshop will focus on basic 3D printer setup, plastic selection and software settings for printing 3D objects. Learn how to find, download and use pre-made designs, and how to use TinkerCad design software (free) to learn basic object design. After obtaining or designing a 3D object, the class will look at the software needed to prepare the object for 3D printing, including using Cure slicing software (free) to do this. Basic settings for printing, identifying problems and errors and orienting 3D prints, as well as 3D printing workflow will be covered. Fused Deposition Modeling (FDM) is the most common type of 3D printing done in non-commercial settings and is the type of 3D printing that will be covered in this class.

XCIS 533 01

Thur, March 14 & 21, 6-9 p.m. G100/Ash TLC in Greenville

Learning to Use a 3D Printer - Part 2

Taught by David Nelson. The cost is \$49.

This two-night workshop will continue what was started in Part 1. Topics include a more detailed look into settings in Cura slicing software, 3D printer setup, common types of errors when printing, printing materials and how to print these materials, examining Autodesk Fusion 360 as a design tool to create objects for 3D printing. Attendees will learn how to design basic objects, do object preparation (slicing), $set\,slicing\,settings, do\,printer\,configuration\,and$ understand the workflow for 3D printing. With instructor guidance, each attendee will have the opportunity to design and create their own 3D object and print it using one of the printers in class. Fused Deposition Modeling (FDM) is the most common type of 3D printing done in non-commercial settings and is the type of 3D printing that will be covered in this class.

XCIS 534 01

Thur, April 4 & 11, 6-9 p.m. G100/Ash TLC Building in Greenville

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CUSTOMIZED WORKFORCE EDUCATION

Did you know?

Montcalm Community College provides **corporate** and **industry training.**

MCC delivers training locally. Whether your employees require standard courses or customized training, MCC offers you in person, online and hybrid course options at your business or at one of our campuses.

Samples of training topics include the following:

LEAN

Safety – OSHA 10 and OSHA 30

Industrial First Aid, CPR, Bloodborne Pathogens & AED

ISO Quality Management Development & Implementation

Internal Auditor

GD&T

Blueprint Reading

Industrial Math

Calibration

Metrology

Quality CORE Tools (PPAP-FMEA-SPC-MSA-APQP)

Team Building

Leadership

Effective Supervision

Sales

Microsoft Office

AWS Welding Qualification Training and Testing

CNC

To learn more about MCC's Workforce Education, contact Susan Hatto at susan.hatto@montcalm.edu or 989-328-1254.

For information about other available courses, visit www.montcalm.edu/career-development.



HOME/FAMILY

Basic Make-up Application

Taught by Sydney Tripp. The cost is \$55.

Learn how to apply your make-up for everyday wear or for an evening out. This course includes a 16+ piece make-up kit for you to take home and continue practicing. Please bring foundation that matches your skin tone and a mirror. This class is perfect to get you ready for prom and wedding season.

XPER 250 01

Tues, March 12, 7-8:30 p.m. M208/ Morford Building in Sidney

Essential Oils Plus (Make & Take Workshop)

Taught by Faith Brophy. The cost is \$18 which includes four do-it-yourself (DIY) take-home items.

Do you want to get started with essential oils but feel a little intimidated or overwhelmed? Are you concerned about the dangers of toxic chemicals in store-bought household products? Learn the basics of getting started with essential oils: understand how they work with the body, learn basic safety tips and find out how easy is it to switch out the toxins and incorporate essential oils into household cleaning and beauty routines. Attendees will have a chance to make and take home four DIY items. All supplies and take-home materials are included in the cost of class.

XHDV 213 01

Sat, March 9, 9:30-11:30 a.m. G118/Ash TLC in Greenville

Instant Pot 101

Taught by Mary Palmer. The cost is \$39.

Do you have an Instant Pot and are afraid to try it? Learn the basics of pressure cooking and join us for a demonstration of one of the hottest

new kitchen appliances as we learn some of the fun, easy and delicious ways to use it to cook foods of all kinds.

XHFL 201 01

Wed, March 20, 6-9 p.m. G111/Ash TLC in Greenville

Seed Starting Using Soil Blocking and Winter Sowing

Taught by Elizabeth Pitzer. The cost is \$39. Learn two easy and space-saving ways to start seeds at home for your springtime planting. Starting your own seeds allows you to develop plants adapted to your individual garden conditions. It also allows you to select from a vast number of plants that are simply not available in most garden centers. Elizabeth will demonstrate the techniques of both Soil Blocking and winter sowing, and then help participants put together their own soil blocks and winter sowing mini "greenhouse" made from a milk jug. Go home with a clam shell box containing two soil blocks (total of 40 planted seeds) and a mini greenhouse containing up to a few dozen planted seeds.

XHFL 164 01

Wed, March 6, 6-9 p.m. G111/Ash TLC in Greenville

Making Vinegars

Taught by Elizabeth Pitzer. The cost is \$39.

Vinegars can be easily made at home through natural fermentation. In this class, learn how to make vinegars from cider, wine and honey — each with its own unique flavor profile. Also, learn easy techniques for flavoring vinegar including recipes for vinegar flavored with berries and vinegar flavored with chive blossoms. Participants will take home recipes and their choice of a vinegar to ferment at home and two samples of flavored vinegar.

XHFL 163 01

Wed, April 10, 6-8 p.m. G111/Ash TLC in Greenville

HOME/FAMILY

continued

Marvelous Micro Greens

Taught by Elizabeth Pitzer. The cost is \$39. "Micro greens" are fast and easy to grow. They are used as bases in salads, especially during the winter, and as garnishes in soups, main dishes, side dishes and appetizers. When harvested at home just before serving they are at the peak of nutritional value. Learn how to grow micro greens at home and reap the benefits. Participants will plant and take

home to germinate a quart size container of

micro greens. **XHFL 158 01**

Wed, April 17, 6-8 p.m. G111/Ash TLC in Greenville

Gardening 101

Taught by Elizabeth Pitzer. The cost is \$39. Start gardening season off with a plan this year. Learn the best way to select and prepare a vegetable bed, and how to select the vegetable and pollinator-attracting flower plants that go in it. Learn the best sources of seeds and plants for your garden, when to plant them, and how to maintain the garden throughout the growing season. Participants will go home with four heirloom seedlings to plant in their spring garden.

XHFL 165 01

Wed, April 24, 6-9 p.m. G111/Ash TLC in Greenville

Medicare Made Easy

Taught by Lori Williams, Medicare plan specialist at Michigan Farm Bureau. This course is free, but pre-registration is required.

Medicare can be confusing. It's easy to miss important information and make a wrong choice that can cost you thousands of dollars down the road. Learn all about the ABCs and D of Medicare, and how to make the most of your Medicare benefits. No products will

be sold here; it's strictly educational. This class is appropriate for anyone who will be signing up for Medicare in the near future and their caregivers.

XDVE 220 01

Wed, March 13, 6-7:30 p.m. G129/Ash TLC in Greenville

XDVE 220 02

Thurs, April 25, 6:30-8:30 p.m. Green Acres of Ionia, 2550 Commerce Lane, Ionia, Mich. 48846 This class is limited to 30 participants.

Women's Self-Defense

Taught by the Michigan State Police Lakeview Post. This course is free, but pre-registration is required. This class is for ages 16 and older, or 12 or older with an adult.

The Michigan State Police offers a self-defense class for women. Topics will include awareness of your surroundings, being observant, avoidance of dangerous situations and handson techniques of self-defense.

XSAF 115 01

Tues, Feb. 5, 6-8 p.m. G129/Ash TLC in Greenville

XSAF 115 02

Tues, March 5, 6-8 p.m. G129/Ash TLC in Greenville

Advanced Women's Self-Defense

Taught by the Michigan State Police Lakeview Post. This course is free, but pre-registration is required. This class is for ages 16 and older, or 12 or older with an adult.

Women learn hands-on techniques including strikes to an attacker, escapes from being bound and ground self-defense. Wear comfortable clothes and shoes.

XSAF 116 01

Tues, April 2, 6-8 p.m. Gym/Activities Building in Sidney

XSAF 116 02

Tues, April 16, 6-8 p.m. Gym/Activities Building in Sidney

18 Life Focus



MARK YOUR CAI FNDAR!

ARTS & CULTURAL EVENTS AT MCC

All presentations include refreshments, which are free for all attendees. All events are free and do not require registration unless otherwise noted. For more information, visit www.montcalm.edu/arts-and-culture or contact MCC Cultural Events Coordinator Teresa Snyder at teresa.snyder@montcalm.edu or (989) 328-1065.

JANUARY

21 Martin Luther King Jr. Day presentation by Shannon Cohen

FEBRUARY

19 "Immigration Policy Beyond the Border" by James D. Nealon, Ash Lectureship Series

MARCH

6 Women's History Month program

16 All-day bus trip to Chicago

25-30 Spring Break

APRIL

4 World Health Day program

14 MCC Alumni & Friends Choir and Philharmonic Orchestra concert

15-18 & 22-25 Spring Artists' Market

APRIL (continued)

17 Student Recognition Luncheon

17 Ash Lectureship (topic to be announced)

26 Lifelong Learners presentation by David Dubors

MAY

3 Commencement

10 Lifelong Learners presents a TED Talk with Jim Fatka and Shawn Morford

24 Lifelong Learners SpectrumHealth presentation

JUNE

Lifelong Learners presentation by Roger Coles



HEALTH CARE

Certified Nurse Assistant

The cost is \$1,088. Includes corporate screening for CBC and review of immunization status.

This course will provide individuals with the knowledge and skills required to provide basic patient care appropriately and safely. Upon successful completion of the state competency exam, students may seek employment in acute extended, or home care facilities. All attendees are required to purchse two sets of scrubs, textbook with course packet, lab supplies and badge holder at the MCC Bookstore. A watch with a second hand is also required and is available to purchase at the bookstore. Additional requirements include level one reading competency, clear criminal background check and documentation of immunization status. Once registered, attendees will receive a separate email to the email address used for registration, which will include information related to the criminal background check and immunization requirements.

XMED 103 01

Lecture and Lab:

Mon & Wed, Jan. 21-March 22, 8:30-10:50 a.m. Fri, Jan. 25-March 8 8:30 a.m.-1:10 p.m.

S102/Smith Building in Sidney

Orientation and Clinicals:

Mon, Wed & Fri, March 11-22, times TBA

First Aid

Taught by Don Eady. The cost is \$65.

The American Heart Association Heartsaver® First Aid is for anyone with limited or no medical training who needs a course completion card in first aid. First aid basics, medical emergencies, injury emergencies and environmental emergencies are covered. The course fee includes the cost of the book and card. The enrollment deadline is one week before the course begins.

XMED 248 01

Fri, April 5, 8 a.m.-noon G210/Braman Building in Greenville

XMED 248 02

Fri, June 7, 8 a.m.-noon N510/Instruction North Building in Sidney

CPR/BLS Health Care Provider

Taught by Don Eady. The cost is \$75.

The American Heart Association BLS for Health Care Providers Course prepares a wide variety of health care professionals to recognize several life-threatening emergencies and to provide CPR, use an AED and relieve choking in a safe, timely and effective manner. The course fee includes the cost of the book, mask and card. Enrollment deadline is one week before the course begins.

XMED 243 01

Fri, Jan. 11, 8 a.m.-2 p.m.

N510/Instruction North Building in Sidney

XMED 243 02

Fri, March 1, 12-6 p.m.

N510/Instruction North Building in Sidney

XMED 243 03

Fri, May 10, 8 a.m.-2 p.m. G210/Braman Building in Greenville

Heartsaver CPR

Taught by Don Eady. The cost is \$65.

American Heart Association Heartsaver® CPR AED is an instructor-led course that teaches adult and child CPR and AED use, infant CPR and how to relieve choking in adults, children and infants. This course teaches skills with the AHA's research-proven practice-while-watching technique, which allows instructors to observe the students, provide feedback and guide the students'learning of skills. The course fee includes the cost of the book, mask and card. Enrollment deadline is one week before the course begins.

XMED 138 01

Fri, Feb. 22, 8 a.m.-noon N510/Instruction North Building in Sidney

Dental Assisting Program

Taught by CCI. The cost is \$1,199, which includes textbooks.

The 60-hour Dental Assisting Program prepares students for entry level positions in one of the fastest growing health care positions – Dental Assisting. The purpose of this course is to

familiarize the student with all areas of preclinical dental assisting and provide training in the professional skills required to function as an assistant in the dental practice. This course covers the following key areas and topics -Administrative Aspects include: the history of dentistry and dental assisting; introduction to the dental office; the legal aspects of dentistry; policies and guidelines. Clinical Aspects include: introduction to oral anatomy; dental operatory; dental equipment, introduction to tooth structure; primary and permanent teeth; the oral cavity and related structures; proper positioning: dental hand-pieces: sterilization; and other areas. In addition to entry-level administrative jobs, this course is ideal for students interested in pursuing a future formal Dental Hygienist program.

XMED 304 01

Mon & Wed, March 18-May 13, 6-9:30 p.m. A038/Stanley P. Ash Building in Sidney

Pharmacy Technician Program

Taught by CCI. The cost is \$1,199, which includes textbooks.

This comprehensive 50-hour program will prepare students to work as a pharmacy technician in a retail or other pharmacy setting and to take the Pharmacy Technician Certification Board's PTCB exam. Course content includes: pharmacy medical terminology, the history of pharmacy, the pharmacy practice in multiple environments, pharmacy calculations and measurements, reading and interpreting prescriptions and defining drugs by generic and brand names. Through classroom lecture and hands on labs, students will review dosage calculations, drug classifications, the "top 200 drugs," I.V. flow rates, sterile compounding, dose conversions, aseptic technique, the handling of sterile products, total parental nutrition (TPN), dispensing of prescriptions, inventory control and billing and reimbursement.

XMED 300 01

Tues & Thur, March 26-May 14, 6-9:30 p.m. M203/ Morford Building in Sidney

HEALTH CARE

continued

Online E-Learning Health Care Courses

Visit <u>www.healthedtoday.com/Montcalm</u> to experience a course demonstration and to learn more about these programs.

Pharmacy Technician - Online

Taught by CCI. The cost is \$1,299.

This comprehensive course prepares students to enter the pharmacy field and take the Pharmacy Technician Certification Board's PTCB exam. Course content includes pharmacy medical terminology, pharmacy calculations, reading and interpreting prescriptions, defining generic and brand name drugs and more. The program also includes an optional clinical externship at a local health care provider.

XMED 303 01

Start anytime. Call to register.

Medical Billing & Coding - ONLINE

Taught by CCI. The cost is \$1,799.

This billing and coding course offers the skills needed to perform complex coding and billing procedures. The course covers CPT (Introduction, Guidelines, Evaluation and Management), specialty fields (such as surgery, radiology and laboratory), ICD-9 (Introduction and Guidelines) and basic claims processes for insurance reimbursements.

XMED 131 01

Start anytime. Call to register.

Medical Coding ICD-10 - ONLINE

Taught by CCI. The cost is \$999.

As of October 2014, the U.S. health care system is working to move from ICD-9 to ICD-10 for service coding purposes. This program includes a detailed review of both ICD-10 (diagnostic coding) and ICD-10-PCS (inpatient procedural coding), differences between ICD-9 and ICD-10, federal regulation, hands-on exercises, case studies and more.

XMED 202 01

Start anytime. Call to register.

Dental Assisting – ONLINE

Taught by CCI. The cost is \$ 1,299.

This course prepares students for entry-level positions as a chairside dental assistant. It covers the history of dentistry, introduction to the dental office, the legal aspects of dentistry, oral anatomy, dental operatory, tooth structures, primary and permanent teeth, the oral cavity and other areas. It also includes an optional clinical externship with a local health care provider.

XMED 306 01

Start anytime. Call to register.



HUMANITIES

Critical and Creative Thinking

Taught by Dr. Gary Hauck. The cost is \$45.

Join us as we explore how to grow in discernment and clear thinking, and how to channel that into creativity and problem solving. These workshops are helpful for teachers, organizational leaders, professionals or anyone serious about personal development.

XHUM 305 01

Mon, Jan. 14-28, 6-8 p.m. G113/Ash TLC in Greenville

Survey of the World's Major Religions

Taught by Dr. Gary Hauck. The cost is \$45.

After discussing the origins and tenets of world religions, examine the history, beliefs and practices of Hinduism, Buddhism, Shinto, Judaism, Christianity and Islam.

XHUM 306 01

Mon, March 4-25, 3-5 p.m. G113/Ash TLC in Greenville

Why We Think and Act The Way We Do

Taught by Dr. Gary Hauck. The cost is \$45. In this practical approach to general psychology, learn the popular views of personal formation, personality, behavior, thought and interaction.

XHUM 307 01

Mon, April 15-29, 6-8 p.m. G113/Ash TLC in Greenville

Exploring the Humanities

Taught by Dr. Gary Hauck. The cost is \$45. This series examines the impact of art, writing, music, philosophy, drama, cinema, sculpture and architecture on culture and society.

XHUM 308 01

Mon, May 6-June 3, 6-8 p.m. (No class on May 27) G113/Ash TLC in Greenville

LANGUAGES

Introduction to Biblical Hebrew

Taught by Dr. Gary Hauck. The cost is \$100. Learn the Hebrew alphabet, introductory vocabulary and basic structure and use of the Hebrew language as used in the Jewish Tanah and Christian Old Testament. The course also introduces participants to helpful tools and resource guides used in the interpretation of sacred texts.

XLAN 400 01

Mon, Jan. 14-Feb. 4, 3-5 p.m. G118/Ash TLC in Greenville

Introduction to Biblical Greek

Taught by Dr. Gary Hauck. The cost is \$100. Learn the Greek alphabet, introductory vocabulary and basic structure and use of the koine Greek language as used in the Christian New Testament and early literature. This course also introduces participants to helpful tools and resource guides used in the interpretation of sacred texts.

XLAN 401 01

Mon, April 8-29, 3-5 p.m. G118/Ash TLC in Greenville

MUSIC

MCC Philharmonic Orchestra

The cost is \$15.

This course is for instrumentalists with previous instrumental ensemble experience. The spring musical theme is all things Broadway! The group will perform a spring concert with MCC's Alumni & Friends Choir April 14 at 3 p.m.

XMUS 150 01

Rehearsal dates and time TBD Band Room/Greenville Middle School

MCC Alumni & Friends Choir

Taught by Val Vander Mark. The cost is \$15. MCC's Alumni & Friends Choir is a community and student non-audition choir that welcomes everyone, high school age and older, who has an interest in singing in a choral group. The choir performs a concert each fall and spring and sings for MCC's commencement in May. Repertoire ranges from pop to classical, depending on the concert theme. The spring musical theme is all things Broadway! The group will perform a spring concert with MCC's Philharmonic Orchestra April 14 at 3 p.m.

XMUS 155 01

Thur, Feb. 14-April 11, 6:30-8:30 p.m. (No rehearsal on March 28.) M211/Morford Building in Sidney

Group Piano Lessons

Taught by Mary Palmer.

The cost is \$59 and includes all materials.

This class is for ages 10 and older.

Learn to play the piano in a small group setting. No experience is necessary. Instruction will take place on keyboards.

XMUS 160 01

Mon, Feb. 4-25, 4-6 p.m. M211/Morford Building in Sidney

TECHNOLOGY

How to Use Your iPhone/iPad

Taught by Mary Palmer. The cost is \$29.

Learn your way around your iPhone/iPad. Get a handle on the basics and fun features during this hands-on learning experience. Learn to control settings and create shortcuts to maximize the potential of your device. A discussion of useful apps will expand the users understanding of what their device can do. Bring your charged device and your apple ID and password.

XCIS 219 01

Thur, Feb. 28, 12:30-4:30 p.m. D309/Beatrice E. Doser Building in Sidney

Be an iPhone and iPad Power User

Taught by Mary Palmer. The cost is \$29.

Imagine a class where the facilitator asks you to take out your iPhone/iPad and look at your email. In this fun, fast-paced, incredibly relevant course, you'll discover exciting new shortcuts, tips and tricks for maximizing iPhone/iPad productivity. The course is a deeper dive into the productivity tips already built into this great tool. You'll learn to organize your iPhone/ iPad so you can navigate easily and find each app quickly. We'll end with a quick discussion about the apps that help us stay organized and get more done. The shortcuts are designed to save users thousands of clicks per year. All tips are practiced in real time by participants to increase retention. Tips to improve work and life balance, job safety and communication skills are shared.

XCIS 231 01

Thur, April 11, 1-5 p.m. G100/Ash TLC in Greenville



Android Phone Basics

Taught by Mary Palmer. The cost is \$29.

Get to know your Android phone. Learn how to use all the fun features so you're not just calling, texting and taking pictures. Discover how to add memory and use cloud storage. Individual attention will be available. Bring your charged device and your Google Play store ID and password.

XCIS 332 01

Thur, April 18, 1-5 p.m. G100/Ash TLC in Greenville

How to Use Your Kindle Fire

Taught by Mary Palmer. The cost is \$29.

Get to know your Kindle Fire. Learn how to use all the fun features, navigate apps and take pictures. Discover how to add memory and use cloud storage. Use Alexa on your Kindle Fire and also download movies to watch out of wifi. Individual attention will be available. Bring your charged device and your Amazon ID and password.

XCIS 333 01

Thur, March 28, 1-5 p.m. G100/Ash TLC in Greenville

WWW.MONTCALM.EDU/CAREER-DEVELOPMENT

SCECH FOR TEACHERS

STATE CONTINUING EDUCATION CLOCK HOURS

Continuing education courses designed for K-12 teachers and administrators.

Earn up to 24 Michigan State Continuing Education Clock Hours per course.

Online courses begin Jan. 16, Feb. 13, March 13, April 17, May 15, June 12 and July 17.

Classroom courses:

CPR

CPR Refresher

First Aid

Youth Mental Health First Aid

Please contact MCC's SCECH coordinator prior to registering for classes at 989-328-1012 in order to receive full SCECH credit.

Online courses:

Advanced Grant Proposal Writing – Online

Empowering Students with Disability – Online

Fundamentals of Supervision and Management – Online

Guided Reading & Writing – Online

Integrating Technology in the Classroom – Online Leadership – Online

Solving Classroom Discipline Problems – Online

Writing Effective Grant Proposals – Online



KENNETH J. LEHMAN NATURE TRAILS

The Kenneth J. Lehman Nature Trails are located on Montcalm Community College's Sidney campus. They are open to the public from dawn until dusk, 365 days a year. There is no charge to visit these beautiful trails winding through forests, grasslands and wetlands. More than four miles of trails are marked with numbered trail posts, including a paved and accessible loop, and maps are available at most major trail heads. In addition, a disc golf course is open and free to use. Course maps and score sheets are available at the Recreation Desk in the Activities Building or at Hole No. 1, located between the tennis courts and College Drive. Discs are available to rent at MCC's Recreation Desk. For more information, email naturetrails@montcalm.edu, call 989-328-1270 or

visit <u>www.montcalm.edu/nature-trails</u> or visit the MCC Nature Trails Facebook page at <u>www.</u> facebook.com/MCCNatureTrails.

TEST PREPARATION

Worried about the SAT, ACT or GED?

These courses will help you gain the knowledge you need and help you with test-taking strategies.

GED Test Preparation – ONLINE

Taught by Education To Go. The cost is \$90. This course will help you develop the additional reading and thinking skills you'll need to succeed in all five GED test areas: writing skills, social studies, science, literature and math. After completing this course, you should be well-equipped to take – and pass – the GED.

XEDG 533

Offered monthly. See Education To Go start dates and enrollment information on p. 37.

Prepare for the GED Math Test – ONLINE

Tauaht by Education To Go. The cost is \$90. Master the skills required to successfully pass Test 5 in the GED test series. You'll start off with a review of math basics and begin building the foundation you'll need to solve the types of math problems commonly found on the test. In the process, you'll develop hands-on experience with fractions, decimals, percentages, proportions, statistics, algebra and geometry. Then, you'll get a chance to apply your knowledge by practicing with the same kind of questions you may encounter on the GED test. By the time you finish this course, you'll be much more comfortable with your math skills, and you'll know how, when and why to use each math concept you learn.

XEDG 535

Offered monthly. See Education To Go start dates and enrollment information on p. 37.

SAT/ACT Preparation Part 1 – ONLINE

Taught by Education To Go. The cost is \$90. Prepare for the reading, English and science sections of the ACT and the critical reading and writing sections of the new SAT 2005. Refresh your knowledge of verbal topics and learn techniques to relieve test-taking anxiety.

XEDG 531

Offered monthly. See Education To Go start dates and enrollment information on p. 37.

SAT/ACT Preparation Part 2 – ONLINE

Taught by Education To Go. The cost is \$90. In addition to preparing you for specific question types on both exams, this course provides pointers on time management, anxiety relief, scoring and general standardized test-taking. Weekly assignments encourage you to work with your fellow classmates and your instructor to maximize your performance on all aspects of the math questions of the ACT and SAT. Taken with part 1, this course prepares you to excel in all sections of the undergraduate college entrance exams and provide you with the means to achieve your best potential score.

XEDG 532

Offered monthly. See Education To Go start dates and enrollment information on p. 37.

KIDS' COLLEGE

Art

Art Around the World

Taught by Sue Moss. The cost is \$39. This class is for ages five and older.

Bon Voyage! In this six-week class, young artists will explore and create art from around the world. Each week the students will visit a new country, learning a little of the culture and producing a piece of art. At the end of the course, participants will hold an exhibit to showcase what they have learned.

XART 115 01

Mon, Jan. 21-Feb. 25, 4:30-5:30 p.m. G125/Ash TLC in Greenville

Art Academy

Taught by Sue Moss. The cost is \$39. This class is for ages five and older.

Learn basic art techniques as well as art appreciation and create new and beautiful projects. Each week we'll explore a different art media such as charcoal, pen and ink, acrylic paint, watercolor, pastel, clay, sculpture and mixed media. The course is designed to foster creativity and imagination within each child. At the end of the course, participants will hold an exhibit to showcase what they have learned.

XART 125 01

Mon, March 4-April 15, 4:30-5:30 p.m. (No class March 25) G125/Ash TLC in Greenville

Introduction to Cartooning, Manga and Illustration

Taught by Sue Moss. The cost is \$39.
This class is for ages eight and older.
Learn the basics of cartooning and drawing manga (Japanese-style comics). This class will help students get started with drawing fundamentals and introduce sequential art techniques. Students will create a short comic to develop understanding of character design, basic anatomy, posing and page layout.

XART 320 01

Mon, April 22-May 13, 4:30-5:30 p.m. G111/Ash TLC in Greenville

Health Care

Babysitter Heartsaver CPR

Taught by Don Eady. The cost is \$65. This class is for ages 10 and older.

American Heart Association Heartsaver® CPR is an instructor-led course that teaches child and infant CPR and how to relieve choking in children and infants. This course teaches skills with the AHA's research-proven practice-whilewatching techniques, which allows instructors to observe the students, provide feedback and guide the students' learning of skills. The course fee includes the cost of the book, mask and card. Enrollment deadline is one week before the course begins.

XMED 150 01

Mon, March 25, 1-4 p.m. G119/Ash TLC in Greenville



MARK YOUR CAI FNDAR!

GREAT DECISIONS GLOBAL DISCUSSIONS

Diplomats, policy makers and practitioners, think tank specialists and journalists leading the conversation **Feb. 4 through March 26, 2019**. There is a new topic and new speaker each week.

TWO OPTIONS TO ATTEND:

Mondays, 6-7:15 p.m. - Aquinas College Performing Arts Center **Tuesdays, 12-1 p.m.** - Recital Hall in the Covenant Fine Arts Center at Calvin College

(Parking recommended next to the DeVos Communication Building or the Prince Conference Center, with covered access across E. Beltline taking you directly to the Covenant Fine Arts Center)

Cost: \$10 admission per discussion or \$60 for a series pass. No reservations are needed. Free, convenient parking. Free admission to World Affairs Council of Western Michigan (WACWM) corporate members and their employees; Senator members; and the faculty, staff and students of our educational partners.

PRESENTATIONS INCLUDE:

Feb. 4 and 5: "State of the State Department"

Ambassador Barbara Stephenson, President, American Foreign Service Association

Feb. 11 and 12: "Democracy on the Run: Dispatches from Eastern Europe"

Carol Schaeffer, freelance journalist

Feb. 18 and 19: "Immigration Policy beyond the Border"

Ambassador Jim Nealon, Former U.S. Ambassador to Honduras

Feb. 25 and 26: "A New Nuclear Arms Race?"

Kelsey Davenport, Arms Control Association March 4 and 5: "China-U.S. Trade War"

March 11 and 12: "Life after the Arab Uprisings and the Islamic State"

Amy Celico, Albright Stonebridge Group

Rania Abouzeid, author of "No Turning Back: Life, Loss, and Hope in Wartime Syria"

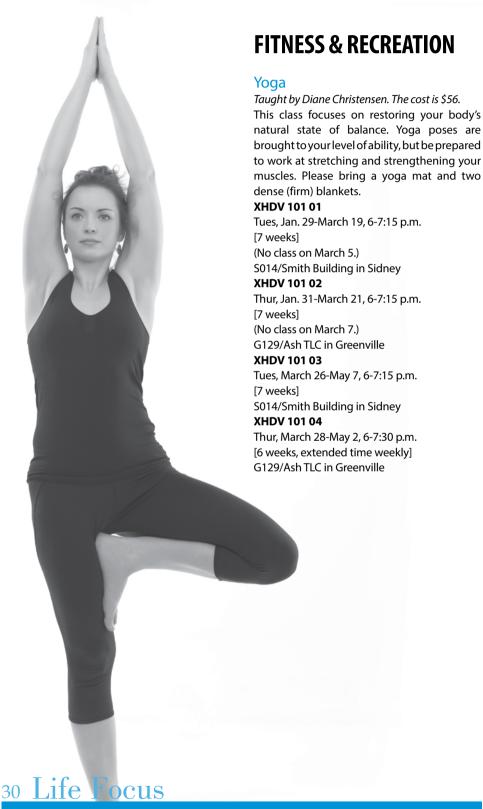
March 18 and 19:
"Global Cyber Threats"

Special Agent Peter Jolliffe, FBI

March 25 and 26:
"Mexico and the U.S.:
The Economic Ties that Bind"
Carlos Capistran, Bank of America Merrill
Lynch (Mexico City)

For more information about this seminar series, visit www.worldmichigan.org.

FITNESS & RECREATION





Introduction to Rumba Dance

Taught by Cynthia Cuffman.

The cost is \$75/couple or \$40/person.

Rumba is an elegant Cuban Dance that is relatively easy and fun to learn. It is romantic, Latin flavored, and fits well with a vast array of common songs. It is a dance that can work well on a crowded dance floor and it's a definite "must-have" tool for any dance portfolio. The class is designed to take you from the very beginning fundamental techniques of framing up and connecting well with your partner to the basics of a good lead and follow. You will also learn some of the often-overlooked biomechanics that can have a major positive impact no matter what style of dance you choose.

XPHE 190 01

Mon, March 4-25, 6-7:30 p.m. G129/Ash TLC in Greenville

Introduction to Swing Dance

Taught by Cynthia Cuffman.

The cost is \$75/couple or \$40/person.

Learn intermediate East Coast Swing moves, also known as the Jitter Bug. Swing is full of energy, a lot of fun, and definitely a good dance to know! Please wear comfortable clothing and low-heeled or flat shoes. The class is four weeks of concentrated progressive lessons designed to take you from the very beginning fundamental techniques of connecting well with your partner, and the basics of a good lead and follow, all the way to being able to dance and have fun at any social gathering. All of this is in an encouraging, low-pressure environment.

XPHE 189 01

Mon, April 1-22, 6-7:30 p.m. G129/Ash TLC in Greenville

Yoga Flow

Taught by certified aerobics instructor Maryam Khoury. The cost is \$40 for each seven-week section or \$7 per class for the drop-in rate.

Yoga helps to improve your strength, balance and flexibility. Suitable for all ages and experience levels.

XPHE 227 01

Mon, Jan. 14-Feb. 25, 7-8 a.m. Gym/Activities Building in Sidney

XPHE 227 02

Wed, Jan. 16-Feb. 27, 7-8 a.m. Gym/Activities Building in Sidney

XPHE 227 03

Mon, March 4-April 15, 7-8 a.m. Gym/Activities Building in Sidney

XPHE 227 04

Wed, March 6-April 17, 7-8 a.m. Gym/Activities Building in Sidney

XPHE 227 05

Mon, April 22-June 3, 7-8 a.m. Gym/Activities Building in Sidney

XPHE 227 06

Wed, April 24-June 5, 7-8 a.m. Gym/Activities Building in Sidney



MCC RECREATION & FITNESS CENTER

989-328-1259

Drop-in Pickleball

Included with the purchase of a recreation pass, and no registration is required to attend. Whether you are a pro or just wanting to learn the sport, come join us for one or all pickleball sessions. Doubles, singles, one court or two courts. We have two sets or bring your own equipment.

Mon, Wed, Fri, 9-10 a.m. Gym/Activities Building in Sidney

Pool

There are programs for everyone from infants to senior citizens, in MCC's NCAA-sized swimming pool. Although we do provide a lifeguard on deck, any child younger than age 10 must be accompanied by an adult at all times.

Open Swim

Jan. 2-June 2

Mon 10 a.m 1 p.m. and 6:30-8:30 p.m.
Tues11 a.m1 p.m. and 6:30-8:30 p.m.
Wed 10 a.m12 p.m. and 6:30-8:30 p.m.
Thur11 a.m1 p.m. and 6:30-8:30 p.m.
Fri 10 a.m 1 p.m. and 6:30-8:30 p.m.
Sat1-4 p.m.
Sun1-4 p.m.

Lap Swim

Jan. 2-June 2

Join us for an hour of lap swimming, which is a great form of exercise. Participants must be at least 17 and proficient swimmers.

Mon	9-10 a.m.
Tues	7-8 a.m and 10-11 a.m.
Wed	9-10 a.m. and 5-6:30 p.m.
Thur	7-8 a.m and 10-11 a.m.
Fri	9-10 a.m. and 5:30-6:30 p.m.
Sat	12-1 p.m.
Sun	12-1 p.m.

Water Walking

Jan. 2-June 2

Adults are invited to create their own water walking program and increase their fitness level. Program direction is available from pool staff. Thirty minutes of water walking is equal to two hours of walking on land. Benefits include improved muscle tone, heart health, flexibility and calorie burning.

Mon	7-8 a.m.
Tues	8-9 a.m.
Wed	7-8 a.m.
Thur	8-9 a.m.
Fri	7-8 a.m.

Water Aerobics

Jan. 2-June 2

Adults may join instructor led cardiovascular workouts, which can aid in stress management improve sleep, help with weight, control appetite, increase energy, and reduce heart disease and other ailments. Exercises to music include warmup and cooldown and may include using equipment.

Mon	8-9 a.m.
Tues	9-10 a.m. and 5:30-6:30 p.m.
Wed	8-9 a.m.
Thur	9-10 a.m. and 5:30-6:30 p.m.
Fri	8-9 a.m.

Swimming Lessons

Jan. 6-May 31

There are 15 swimming lesson sessions to choose from. All sessions are group lessons and cost \$60 per child for six classes. All classes are taught by American Red Cross Certified Water Safety Instructors (WSI). Registration is required. For more information, call 989-328-1259. Classes held on Sundays and Mondays are held once a week for six weeks. Classes held on Tuesday/Thursday or Friday/ Saturday are held twice a week for three weeks.



There are four swim groups:

Group A (Guppy) - Parent and child class introduction to water. Age 2 to 5.

Group B (Bass) - Swimmers must be able to enter the water by themselves and submerge their whole body including their head under the water. Age 6 and older.

Group C (Perch) - For students who are not afraid to enter the water and can float on their stomachs. Age 7 and older.

Group D (Pike) - Returning swimmers, need to be able to float on their stomach and back as well as use a kickboard. Age 8 and older.

Sunday swimming lessons instructor Phil Garcia (WSI) | One class each week for six weeks.

Course Code	Dates	Group A "Guppy" Times	Group B "Bass" Times	Group C "Perch" Times	Group D "Pike" Times
XPHE 205 01	Jan. 6, 13, 20, 27 Feb. 3, 10	5 – 5:30 p.m.	5:30 – 6 p.m.	6 – 6 :30 p.m.	6:30 – 7 p.m.
XPHE 205 02	Feb. 17, 24 March 3, 10, 17, 24	5 – 5:30 p.m.	5:30 – 6 p.m.	6 – 6 :30 p.m.	6:30 – 7 p.m.
XPHE 205 03	March 31 April 7, 14, 28 May 5, 12	5 – 5:30 p.m.	5:30 – 6 p.m.	6 – 6 :30 p.m.	6:30 – 7 p.m.

Monday swimming lessons instructor Dave Tiesworth (WSI) | One class each week for six weeks.

Course Code	Dates	Group A "Guppy" Times	Group B "Bass" Times	Group C "Perch" Times	Group D "Pike" Times
XPHE 205 04	Jan. 7, 14, 21, 28 Feb. 4, 11	4:30 – 5 p.m.	5 – 5:30 p.m.	5:30 – 6 p.m.	6 – 6:30 p.m.
XPHE 205 05	Feb. 18, 25 March 4, 11, 18, 25	4:30 – 5 p.m.	5 – 5:30 p.m.	5:30 – 6 p.m.	6 – 6:30 p.m.
XPHE 205 06	April 1, 8, 15, 22, 29, May 6	4:30 – 5 p.m.	5 – 5:30 p.m.	5:30 – 6 p.m.	6 – 6:30 p.m.

Tuesday/Thursday swimming lessons instructor Phil Garcia (WSI) Two classes each week (Tuesday and Thursday) for three weeks.

Course Code	Dates	Group A "Guppy" Times	Group B "Bass" Times	Group C "Perch" Times	Group D "Pike" Times
XPHE 205 07	March 12 & 14, 19 & 21, 26 & 28	3:30 – 4 p.m.	4 – 4:30 p.m.	4:30 – 5 p.m.	5 – 5:30 p.m.
XPHE 205 08	April 2 & 4, 9 & 11, 16 & 18	3:30 – 4 p.m.	4 – 4:30 p.m.	4:30 – 5 p.m.	5 – 5:30 p.m.
XPHE 205 09	April 23 & 25, 30 & May 2, 7 & 9	3:30 – 4 p.m.	4 – 4:30 p.m.	4:30 – 5 p.m.	5 – 5:30 p.m.

Friday/Saturday swimming lessons on next page.

Friday/Saturday swimming lessons instructor Phil Garcia (WSI)
Two classes each week (Friday and Saturday) for three weeks.

Course Code	Dates	Group A "Guppy" Times	Group B "Bass" Times	Group C "Perch" Times	Group D"Pike" Times
XPHE 205	Jan. 11 & 12,	Fri. 3:30 – 4 p.m.	Fri. 4 – 4:30 p.m.	Fri. 4:30 – 5 p.m.	Fri. 5 – 5:30 p.m.
10	18 & 19, 25 & 26	Sat. 4 – 4:30 p.m.	Sat. 4:30 – 5 p.m.	Sat. 5 – 5:30 p.m.	Sat. 5:30 – 6 p.m.
XPHE 205	Feb. 1 & 2, 8 & 9,	Fri. 3:30 – 4 p.m.	Fri. 4 – 4:30 p.m.	Fri. 4:30 – 5 p.m.	Fri. 5 – 5:30 p.m.
11	15 & 16	Sat. 4 – 4:30 p.m.	Sat. 4:30 – 5 p.m.	Sat. 5 – 5:30 p.m.	Sat. 5:30 – 6 p.m.
XPHE 205	Feb. 22 & 23	Fri. 3:30 – 4 p.m.	Fri. 4 – 4:30 p.m.	Fri. 4:30 – 5 p.m.	Fri. 5 – 5:30 p.m.
12	March 1 & 2, 8 & 9	Sat. 4 – 4:30 p.m.	Sat. 4:30 – 5 p.m.	Sat. 5 – 5:30 p.m.	Sat. 5:30 – 6 p.m.
XPHE 205	March 15 & 16,	Fri. 3:30 – 4 p.m.	Fri. 4 – 4:30 p.m.	Fri. 4:30 – 5 p.m.	Fri. 5 – 5:30 p.m.
13	22 & 23, April 5 & 6	Sat. 4 – 4:30 p.m.	Sat. 4:30 – 5 p.m.	Sat. 5 – 5:30 p.m.	Sat. 5:30 – 6 p.m.
XPHE 205	April 12 & 13,	Fri. 3:30 – 4 p.m.	Fri. 4 – 4:30 p.m.	Fri. 4:30 – 5 p.m.	Fri. 5 – 5:30 p.m.
14	19 & 20, 26 & 27	Sat. 4 – 4:30 p.m.	Sat. 4:30 – 5 p.m.	Sat. 5 – 5:30 p.m.	Sat. 5:30 – 6 p.m.
XPHE 205	May 3 & 4, 10 & 11,	Fri. 3:30 – 4 p.m.	Fri. 4 – 4:30 p.m.	Fri. 4:30 – 5 p.m.	Fri. 5 – 5:30 p.m.
15	17 & 18	Sat. 4 – 4:30 p.m.	Sat. 4:30 – 5 p.m.	Sat. 5 – 5:30 p.m.	Sat. 5:30 – 6 p.m.

Semi-Private swim lessons

The cost is \$60 for 6 lessons.

Registration is required.

Call 989-328-1259 to coordinate swimming lesson time. Each 30-minute semi-private lesson is programmed to fit individual needs. Lessons are for all ages and skill levels and are scheduled when other activities are occurring in the pool.

XPHE 203 01

Pool/Activities Building in Sidney

Private swim lessons

The cost is \$75 for 6 lessons. Registration is required.

Call 989-328-1259 to coordinate swimming lesson time. Each 30-minute private lesson is programmed to fit individual needs. Lessons are for all ages and skill levels and are scheduled when other activities are not occurring in the pool.

XPHE 216 01

Pool/Activities Building in Sidney

Lifeguard Certification Training

Taught by Heather Coe. The cost is \$250. Must be at least 16 years old.

Learn how to effectively prevent and respond to water emergencies with the American Red Cross lifeguard training. This course is designed to arm participants with the skills and knowledge to be prepared for a variety of scenarios in and around the water, while also understanding the crucial elements in helping to prevent drownings and injuries. This 16-hour course will provide lifeguard certification through the American Red Cross with a two-year certification card. Students will practice drills for saving swimmers using backboards and water rescue tubes and will become certified to administer First Aid and CPR.

Requirements: Must be 16 years old. Must be able to swim 300 yards, retrieve a 10-pound brick in deep water and swim with the brick to the end of the shallow end and get out of the pool.

XPHE 110 01

Sun, May 5 & 12, 8 a.m.-5 p.m. Pool/Activities Building in Sidney

XPHE 110 02

Wed & Fri, May 8 & 10, 15 & 17, 6-10 p.m. Pool/Activities Building in Sidney

34 Life Focus



Gym

The gym may be used for various activities. The daytime gym schedule varies and is subject to change. Please call 989-328-1259 or stop by the MCC Recreation Desk for more information. Please bring your own basketballs and equipment you wish to use.

Open Gym

Jan. 2-June 2

Mon	9 a.m9 p.m.
Tues & Thur	7 a.m9 p.m.
Wed	8 a.m9 p.m.
Fri	7 a.m2 p.m. and 4-9 p.m.
Sat	12-4 p.m.
Sun	12-4 p.m.

Fitness Center

Improve your fitness level in MCC's air-conditioned self-directed exercise center. The center offers state of the art fitness equipment, treadmills, elliptical trainers, bicycles and a free weight area. You must be 16 years or older to use the facility.

Open Fitness Center

Jan. 2-June 2

Mon-Thur	7 a.m9 p.m.
Fri	7 a.m2 p.m. and 4-9 p.m.
Sat	12-4 p.m.
Sun	12-4 p.m.

There may be college courses, noncredit courses, or events scheduled in the gym, fitness center and pool. During these time periods, the facilities may be closed. Please call MCC's Recreation Department at 989-328-1259 for confirmation that the area you wish to use is open.

Climbing Wall

MCC's auto belay systems allows for open climb sessions. Anyone younger than age 18 must be accompanied by a responsible adult. All patrons must sign a waiver and have their belt and shoes checked by the monitor before climbing. We also have belts and climbing shoes available for use. Call MCC's Recreation Department at 989-328-1259 to make sure there will be a monitor available who is trained on the climbing wall.

Fitness Classes

Cardio Boxing

The cost is \$15 per 30-minute class.

This 30-minute class is a mix of total body conditioning and aerobics. Individuals will learn punching and kicking while improving overall conditioning and strength. Call MCC's Recreation Department at 989-328-1259 to schedule.

Fitness Discovery Series

Free with Recreation Department Pass Instruction courses on stability ball, core strength, functional training. This course will be a sample of the newest exercise training methods. This 30-minute class will focus on improving fitness and strength by challenging core muscles of the body for better balance, posture and tone.

Tues, Jan. 15-Feb. 26, 8:30-9 a.m. (30 minute class) Wed, Jan. 16-Feb. 27, 4:30-5 p.m.

Discovering Senior Fitness

6-week class; one class per week. Free with Rec Dept Pass. Walk-ins are \$4 per class.

This class will contain various types of aerobics that will change weekly. This 45-minute class consists of strength training, balancing and cardio for the elderly, all done while sitting and standing.

Fri, Jan. 25-March 1, 8-8:45 a.m. Fri, March 15-May 3, 8-8:45 a.m.

Centurion Fitness Training

The cost is \$45 per 6-week class; one class per week. Walk-ins are \$10 per class; MCC students \$5 per class. This 45-minute class is a combination of a rogue and cross fit training workouts. This will consist of: exercising with tires, ropes, heavy bags, medicine bags and a variety of body weight exercises. This is a fun and challenging way to work out.

XPHE 246 01

Wed, Jan. 16-Feb. 20, 6-6:45 p.m. Mezzanine/Activities Building in Sidney

XPHE 246 02

Wed, March 6-April 10, 6-6:45 p.m. Mezzanine/Activities Building in Sidney

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FEES, PASSES AND REGISTRATION

RECREATION FEES & PASSES

for Open Fitness Center, Open Gym, Open Swim, Water Walking & Water Aerobics*

Group

7 to 10 people	\$25
4 to 6 people	
3 people	
· · · · ·	

Individual

Ages 10-Adult	\$4
Ages 4-9	\$3

10-visit Passes

Ages 10-Adult	\$40
Ages 4-9	\$25

For information on MONTHLY PASSES, please contact the Recreation Desk at **989-328-1259**.

*CURRENT MCC STUDENTS can use the facilities for free by presenting their MCC ID at the recreation desk.

CHILDREN YOUNGER THAN 10 MUST HAVE SOMEONE AGED 18 OR OLDER WITH THEM IN THE POOL.

For information about other available courses, visit www.montcalm.edu/career-development.

36 LITE LOCUS



REGISTRATION

Begins January 2.

Online:

To register online,

visit montcalm.edu/career-development.

In Person:

Registration is accepted weekdays in the Student Services Office in the Donald C. Burns Administration/Library Building on MCC's Sidney campus from 8:30 a.m. to 4 p.m. **OR** in the Ash TLC Building on MCC's Greenville campus Mondays through Thursdays from 8:30 a.m. to 9 p.m., Fridays from 8:30 a.m. to 4 p.m. and Saturdays from 8:30 a.m. to 1 p.m.

By Mail or Fax:

Complete the registration form on page 39 and mail it with full payment to **Spring 2019 Registration**, Ash TLC, 1325 Yellow Jacket Drive, Greenville, MI 48838. Write the student's name on your check made payable to Montcalm Community College. You will receive a receipt to confirm registration. Registrations with insufficient payment will be returned. If the course is free, you may fax your registration to 616-754-4587. Registrations can also be scanned and emailed to community@montcalm.edu.

By Phone:

Registration with payment by Visa, Discover or MasterCard is accepted by phone at 989-328-1012 or toll-free at 1-877-328-2111 (press 7 for the Greenville campus), Mondays through Thursdays from 8 a.m. to 9 p.m., Fridays from 8 a.m. to 3 p.m. and Saturdays from 8 a.m. to 1 p.m.

Class sizes are limited and enrollments are taken on a first-come, first-served basis. If a course is cancelled due to low enrollment, you will be contacted by phone or email.

REGISTRATION MUST
BE COMPLETED AT LEAST
TWO BUSINESS DAYS
BEFORE A COURSE BEGINS.

ONLINE "EDUCATION TO GO" COURSE INSTRUCTIONS

MCC offers a variety of online courses under an agreement with Education To Go. You can complete these anywhere you have computer access and the appropriate software. To access course information, go to www.ed2go.com/ montcalm and enter the course name in the search field. After you find your course, click on the title to see the course description, a syllabus and instructor information. Each course runs for six weeks and consists of 12 lessons. Once you find the course you want, click Enroll Now. This will take you through orientation, which is required before you can start. You must also register at MCC. Registration information is given as you go through orientation.

SPRING SESSIONS:

Session 01–Jan. 16 Session 02–Feb. 13 Session 03–March 13 Session 04–April 17 Session 05–May 15

The first lesson is available at www.ed2go.com/montcalm after 6 p.m. the first day of class. The lessons are supplemented by interactive quizzes, assignments and online discussions. Internet access, an email address and an up-to-date web browser are needed. You must register at MCC at least seven business days prior to the first class. Specific software may be required. Check www.ed2go.com/montcalm for course requirements.

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LOCATIONS

MCC'S SIDNEY CAMPUS

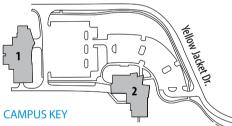
2800 College Drive, Sidney, MI 48885 —989 -328-2111

CAMPUS KEY

- 1. Foundation Farmhouse
- 2. Barn Theater
- 3. Tennis Courts
- 4. Activities Building
- 5. Beatrice E. Doser Building
- 6. Donald C. Burns Administration/Library Building
- 7. Les Morford Instructional Building
- 8. Stanley P. Ash Building
- 9. Kenneth J. Smith Instructional Building
- 10. Instruction North Building
- 11. Montcalm Heritage Village
- 12. Greenhouse
- 13. Robert E. Marston Pavilion

MCC'S GREENVILLE CAMPUS

Ash TLC and Bill Braman Family Center For Education 1325 Yellow Jacket Drive —989-328-1012



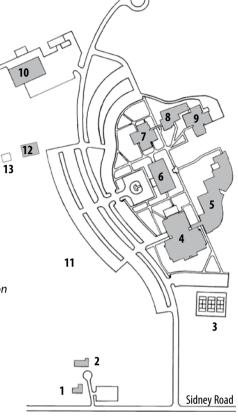
- Stanley and Blanche Ash Technology and Learning Center
- 2. Bill Braman Family Center for Education

BOOKS AND SUPPLIES

The MCC Bookstore, operated by Barnes & Noble, is open from 8:30 a.m. to 6:30 p.m. Mondays through Thursdays.

The bookstore is in the Activities Building on the college's Sidney campus and may be reached by calling 989-328-1278. Visit the bookstore's website to check prices and purchase books online at www.montcalm.edu/bookstore.

If you purchase a book elsewhere, be sure it is the correct edition and be sure you receive the book before class starts. Also, make sure the book can be returned if the course is cancelled; if not, you may want to wait to purchase the book until a week before the course is scheduled to start, checking first to see if it will meet.



OFF-CAMPUS LOCATIONS

HOWARD CITY

Panhandle Area Center 1401 S. Ensley Street — 231-937-7995

IONIA

MCC Ionia Center 250 E. Tuttle Road Heartland Health Care Center 814 E. Lincoln — 616-527-0080

LAKEVIEW

Lakeview Wellness Center 423 N. Lincoln — 989-352-7510

SIDNEY

Montcalm Area Career Center 1550 W. Sidney — 989-328-6621

38 Life Focus

CAREER DEVELOPMENT & PERSONAL ENRICHMENT

REGISTRATION FORM

Registration begins **Jan. 2** and is required for all courses including those that are free. Duplicate this form as needed or print copies from MCC's website at **www.montcalm.edu/career-development**.

Gender: (check one) Female			
Race: (check one)White BlackAsianOther			
The following information is necessary for reports to state and federal agencies. Your cooperation in providing this optional information is appreciated.			
The school district in which you r	eside:		
Birthdate/ If a mino	or: Parent's name	·	
Email address			
Day phone(s)			
Please indicate how you can be contacted to	notify you of a cour	se change or cancellati	on.
City/State/Zip			
Address			
Social Security # (last 4 digits only)	MCC IE)#	
Name			

Course Title	Course Code	Session #	Cost
Sample: Microsoft Word 2007	XCIS 164	01	\$59
Sample: Creating Web Pages-Ed to Go	XCIS 106	46*	\$75

*See page 37 for Education To Go session numbers.

TOTAL \$

Mail the completed form with a check made payable to MCC to:

SPRING 2019 REGISTRATION

MCC'S ASH TLC, 1325 YELLOW JACKET DRIVE, GREENVILLE, MI 48838

Montcalm Community College supports all state and federal laws that promote equal opportunity and prohibit discrimination.



2800 College Drive, Sidney, MI 48885-9723 www.montcalm.edu 989-328-2111

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POSTAL CUSTOMER

