

# Lawrence County Spring 2010 Schedule

Register For Lawrence County Classes By Calling 724-658-1938

## ACADEMIC DEVELOPMENT

### SAT PREP (TEXTBOOK INCLUDED IN TUITION)

Be prepared! 2010 SAT test dates are March 13, 2010, May 1, 2010 and June 5, 2010. Using materials developed by Cambridge™ Educational Services, Inc., this course will help you prepare for the SAT. Course includes preparation in: Writing, Critical Reading and Mathematics. Course materials used for preparation will reflect the current content of the SAT. Students will take a practice exam, use simulated materials and learn test taking strategies. Students should bring a calculator and one pack of 3x5 index cards to class. Tuition includes textbook and practice test. Tuition: \$169 (Instruction \$112; book: \$57).

**RACAD 104-F54 TH 1/21-3/4 6:00PM-9:00PM LU Laurel HS**  
(1/21 will run from 5:30-9:00PM)

Instructor: Cipriano 7 Sessions (21 clock hours) Tuition: \$169

**RACAD 104-F55 TH 3/11-4/22 6:00PM-9:00PM NE**  
Neshannock High School  
(3/11 will run from 5:30-9:00PM)

Instructor: Cipriano 7 Sessions (21 clock hours) Tuition: \$169

## LANGUAGES

### AMERICAN SIGN LANGUAGE – AN INTRODUCTION

This is an introductory course in American Sign Language. It is designed for hearing individuals interested in learning how to communicate with the hearing impaired.

**RLANG 114-L52 M 1/25-4/5 6:00PM-8:30PM LC**  
(No class 3/8)

Instructor: Lewis 10 Sessions (25 clock hours) Tuition: \$133

### AMERICAN SIGN LANGUAGE II – INCREASE VOCABULARY

This course will continue from American Sign Language – Introduction. It will increase vocabulary in American Sign Language to learn how to communicate with hearing impaired individuals.

**RLANG 115-L52 W 1/27-4/7 6:00PM-8:30PM LC**  
(No class 3/10)

Instructor: Lewis 10 Sessions (25 clock hours) Tuition: \$133

## PROFESSIONAL DEVELOPMENT

### NEW! 10-KEY SKILLS

Learn skills you can use every day! Using the 10-key numeric keypad on computers and electronic calculators, develop fast, data entry skills for entering credit card numbers, birthdates, phone numbers, etc. Give yourself an added advantage that employers are looking for in one intensive four-evening session.

**RPROF 108-L51 M-TH 4/19-4/22 6:00PM-8:30PM LV**

Instructor: Conder 4 Sessions (10 clock hours) Tuition: \$78

**RPROF 108-L52 M-TH 4/26-4/29 6:00PM-8:30PM LV**

Instructor: Conder 4 Sessions (10 clock hours) Tuition: \$78

### CERTIFIED PHARMACY TECHNICIAN TRAINING

This program can be your entry into a new, exciting professional career. You will receive an overview of pharmacy administration, compounding and dispensing procedures, drug classifications, pharmacy math, medical terms, abbreviations and symbols, IV admixture procedures, pharmacy law and legal aspects and more. Successful candidates who pass the Pharmacy Technician Certification Board Examination will be designated Certified Pharmacy Technicians. The cost of the Board Examination is **not** included in the course tuition. The PTCB exam details will be provided in class.

**RPROF 100-L52 M/W 1/20-4/26 6:30PM-9:30PM LC**  
(No class 2/22, 2/24, 3/8, 3/10)

Instructor: Devlin 24 Sessions (72 clock hours) Tuition: \$499

### NEW! BE YOUR OWN ADVERTISING AGENCY

For the small business owner, learn and use the programs and equipment necessary to develop your business image. Let Ken Cole, a 30-year veteran of the advertising market, coach and provide you with hands-on development of your corporate identity, literature, signage and advertisements. Walk away with actual usable products.

**RPROF 109-L51 TH 1/21-3/25 6:00PM-8:30PM LV**

Instructor: Cole 10 Sessions (25 clock hours) Tuition: \$175

## AVIATION SCIENCE

### PRIVATE PILOT GROUND SCHOOL

As your aircraft gently takes to the air like a bird in flight and the ground slowly recedes beneath you as you pass over the earthbound motorists, you think to yourself, "What a great way to start the day!" For anyone who has an interest in flying or dreams of becoming airborne, this course will be taught by a professional pilot who will prepare you for the FAA Private Pilot written test. Topics to be covered include: aerodynamics, aircraft systems and instruments, federal aviation regulations, airport procedures and operations, weather and weather services, aircraft performance and navigation and aviation communications. See how aviation works! Textbook available for purchase from the instructor at the first class session.

**RPROF 300-L52 TH 1/21-4/29 6:00PM-9:00PM LV**  
(No class 4/1)

Instructor: Weinzierl 14 Sessions (42 clock hours) Tuition: \$278

### INSTRUMENT PILOT GROUND SCHOOL

Further your aviation capabilities by obtaining your instrument rating! Course includes information on: weather systems, flight instruments and navigation aids for flight by reference to instruments; en route, terminal and approach procedures; and federal aviation regulations. Textbook available for purchase from the instructor at the first class session.

**RPROF 301-L52 W 1/20-4/28 6:00PM-9:00PM LV**  
(No class 3/31)

Instructor: Weinzierl 14 Sessions (42 clock hours) Tuition: \$278

# ACADEMIC & PROFESSIONAL DEVELOPMENT/COMPUTER CENTER

## MANUFACTURING

### BLUEPRINT READING

Learn the basics for the interpretation of industrial drawings, including: working drawing, one view projection, three view projection, visible and invisible edges, angles and threads. This course is recommended for anyone working in manufacturing, and essential for your resume if you're a job seeker! Students should bring a scientific calculator.

**RPROF 508-L52 T 2/2-4/6 6:00PM-8:30PM LV**  
Instructor: Kelly 10 Sessions (25 clock hours) Tuition: \$170

### **BASIC MIG WELDING** (\$)

Using a MIG Welder, you will learn five basic weld joints in four different welding positions. Theory of each process will include SMAW "stick welding," how to set up equipment, strike an arc and make good continuous welds. A materials fee of \$75 is due to the instructor at the first class session. Students should bring a hat (ball cap), welder's gloves, jacket or long sleeve shirt, work boots, safety glasses and a notebook.

**RPROF 509-L52 M/W 1/20-3/29 6:00PM-9:00PM LV**  
Instructor: DiCola 20 Sessions (60 clock hours) Tuition: \$444

## BEGINNING REAL ESTATE CLASSES

### REAL ESTATE FUNDAMENTALS

This course is one of two courses designed to introduce students to the real estate industry. Fundamental principles and theories of real estate are covered including terminology, historical background, concepts of land, property, rights in realty and the means and methods of conveyance of these rights.

**RREAL 201-L52 T 1/19-5/4 7:00PM-9:00PM LC**  
(No class 3/9)  
Instructor: Smulick 15 Sessions (30 clock hours) Tuition: \$159

### REAL ESTATE PRACTICES

This introductory course is designed to introduce all facets of the real estate business including a survey of vocational opportunities. Theory and practice of real estate are presented covering basic techniques, procedures, regulation and ethics involved in a real estate transaction along with a working knowledge of the forms and documents used including the related mathematics. Students should bring a basic financial calculator.

**RREAL 202-L52 TH 1/21-5/6 7:00PM-9:00PM LC**  
(No class 3/11)  
Instructor: Smulick 15 Sessions (30 clock hours) Tuition: \$159

## THE COMPUTER CENTER

ALL COURSE INSTRUCTION WILL USE MS 2007.

### INTRO TO COMPUTERS

This course will introduce you to the world of computers. Enjoy a short introduction to Windows and brief instruction in spreadsheet creation in Excel, word processing in Word and a quick tour of the Internet. Course includes hands-on practice.

**RCOMP 203-L52 M 2/1-3/29 6:00PM-8:30PM LC**  
(No class 3/8)  
Instructor: Kolodziej 8 Sessions (20 clock hours) Tuition: \$126

## COMPUTING FOR 50+

### 50+ COMPUTING!

If you are 50+ and unfamiliar with the computer, this course is for you! Enjoy this relaxed introduction to computing. We will cover everything from "Where is the on switch?" to hardware, terminology and basic computer applications. You will also develop basic Internet skills.

**NPERS 152-L52 T 2/2-3/30 6:00PM-8:30PM LC**  
(No class 3/9)  
Instructor: Kolodziej 8 Sessions (20 clock hours) Tuition: \$106

## SOFTWARE APPLICATIONS

### SPREADSHEETS WITH MS EXCEL

A hands-on introduction to the MS Excel 2007 spreadsheet program. Discover the basics of entering data and manipulating a spreadsheet. You will leave knowing how to perform simple business applications in MS Excel. Prerequisite: Computer experience or Computer Fundamentals (RCOMP 101 or 501) and Windows (RCOMP 202 or 602).

**RCOMP 212-L52 M 2/1-3/22 6:00PM-8:30PM LV**  
Instructor: Neve 8 Sessions (20 clock hours) Tuition: \$165

### ACCESS LEVEL 1

Improve your effectiveness in managing information on a personal computer using a database designed to work in the Windows environment. Using MS Access 2007, design and create a database table, forms, queries and reports and learn techniques to add, edit and delete information in the database. Students should bring a notebook, pen or pencil and a flash drive.

**RCOMP 230-L52 W 3/17-4/28 6:00PM-9:00PM LC**  
Instructor: Hoffman 7 Sessions (21 clock hours) Tuition: \$133

### QUICKBOOKS MADE EASY

Quickbooks is an "in demand" skill for employers and used widely in small business. Discover quick and easy bookkeeping that is intuitive and mimics paper forms you are familiar with. Learn how to perform business transactions appropriately for accurate records and reports for you and your accountant.

**RCOMP 706-L52 W 2/3-4/7 6:00-8:30PM LC**  
(No class 3/10)  
Instructor: Conder 9 Sessions (22.5 clock hours) Tuition: \$143

### ADOBE PHOTOSHOP

This course outlines the various uses of Adobe Photoshop. Students will become familiar with the tools and applications of the program for creating high quality images for print, web and other media. Photo restoration, retouching, compositing, effects and filters will be taught. Students should bring a writable or re-writable disk or portable USB thumb drive.

**RCOMP 910-L52 TH 1/21-3/18 6:00PM-9:00PM LC**  
(No class 3/11)  
Instructor: Gerstnecker 8 Sessions (24 clock hours) Tuition: \$152

### INTRODUCTION TO ADOBE ILLUSTRATOR

This course outlines the various uses of Adobe Illustrator. Become familiar with the tools and applications of the program. Learn how to create vector-based illustrations and images used for logo design, print media and more. Proper use of typography will be taught and applied. Students should bring a writable or re-writable disk or portable USB thumb drive.

**RCOMP 911-L52 M 3/15-5/3 6:00-9:00PM LC**  
Instructor: Gerstnecker 8 Sessions (24 clock hours) Tuition: \$152

**NEW! PHOTOSHOP WIZARDS**

Make your digital photography first-rate with fine art techniques. Learn to be proficient at editing and enhancing your photography by knowing how and when to use filters and special effects. Come away knowing how to make professional looking and effective advertisements and posters. Students should have home version of Adobe Photo-Elements or Photoshop (any version).

**RCOMP 712-L51 M 3/22-5/24 6:00PM-8:30PM LV**  
(No class 4/5)

Instructor: Cole 9 Sessions (22.5 clock hours) Tuition: \$207

**NEW! TYPOGRAPHY (☞)**

Students will learn the five different families of type and their history. They will be able to discern the differences between type faces as well as applying the techniques taught to different layouts and design. Students should have home version of Adobe Photoshop, Illustrator or InDesign. Students should bring a writable or re-writable disk or portable USB thumb drive.

**RCOMP 713-L51 TH 3/25-5/6 6:00PM-9:00PM LC**

Instructor: Gerstnecker 7 Sessions (21 clock hours) Tuition: 133

**NEW! SKYPE WITH TECHNOLOGY**

Are you ready to use your computer and see what over 500 million people are doing worldwide? It's called SKYPE and it is free! This course will show you how to talk to anyone over the Internet, anywhere in the world for free through video conferencing. Learn the fundamentals of SKYPING and let it open the door to meeting people all over the world. An excellent course for all teachers who want to take a virtual tour with their students or a business wanting to spread the word about their products! Students will need a personal e-mail account.

**RCOMP 714-L51 M 4/12-5/3 5:30PM-7:30PM LC**

Instructor: Norris 4 Sessions (8 clock hours) Tuition: \$51

**BUSINESS AND E-COMMERCE APPLICATIONS****BUYING AND SELLING ON eBay**

Is there money hiding in your closets or on your shelves? Find out on eBay! Start your own business, or enhance your current business, by becoming comfortable with buying and selling on eBay. You will learn how to: register, complete your own auction sheet, research pricing strategies, locate inventory sources, develop successful bidding strategies, market and sell your items and use photos to their greatest advantage. No eBay experience needed. You must have an e-mail address to participate in this course.

**RCOMP 928-L52 T 1/26-2/16 6:00PM-8:30PM LC**

Instructor: Snyder 4 Sessions (10 clock hours) Tuition: \$63

**COMPUTERS IN-A-DAY**

ALL COURSE INSTRUCTION WILL USE MS 2007.

**COMPUTER FUNDAMENTALS**

Introduce yourself quickly to the power of computing. This introductory course presents an overview of the most popular Microsoft application programs used in business today and makes it possible for you to become comfortable with the personal computer as you use it. Topics include: computer terminology, review of software, business and personal applications.

**RCOMP 501-L02 M 1/25 8:00AM-4:00PM LL**

Instructor: Hall 1 Session (7 clock hours) Tuition: \$87

**WINDOWS XP**

Learn Windows from the "START". General topics include terminology, using the mouse, organizing the desktop and using the menus and Explorer. The skills you gain in this introductory class will serve as a foundation for future use with Windows applications. Prerequisite: Computer Fundamentals (RCOMP 101 or 501) or P.C. experience (P.C. experience includes: knowing the difference between storage and memory, the ability to name, save and retrieve files and knowledge of basic computer and software terms).

**RCOMP 602-L02 M 2/1 8:00AM-4:00PM LL**

Instructor: Hall 1 Session (7 clock hours) Tuition: \$87

**WORD, PART 1**

Polish your skills and increase your productivity with this powerful word-processing program. Discover how to design and edit documents, adjust margins and use tab settings. Incorporate graphics into your documents, including special documents like newsletters. Create documents that incorporate many features to make your message stand out! Prerequisite: Windows (RCOMP 202 or 602).

**RCOMP 625-L02 M 2/8 8:00AM-4:00PM LL**

Instructor: Hall 1 Session (7 clock hours) Tuition: \$87

**WORD, PART 2**

This course is a continuation of Word, Part 1 (RCOMP 625). Discover how to format tables and columns, add graphics, perform a "search and replace," execute a mail merge; add a header and footer to your documents and create envelopes and labels! Prerequisite: Word, Part 1 (RCOMP 625).

**RCOMP 626-L02 M 2/15 8:00AM-4:00PM LL**

Instructor: Hall 1 Session (7 clock hours) Tuition: \$87

**POWERPOINT**

Using a hands-on approach, learn how to create attention-grabbing presentations that will win over even the most sophisticated audience. In this course, you will learn the basics of creating a simple presentation using the Auto Content Wizard, adding graphics, switching to a slide presentation and presenting a slide show with special effects. Prerequisite: Windows (RCOMP 202 or RCOMP 602).

**RCOMP 640-L02 M 2/22 8:00AM-4:00PM LL**

Instructor: Hall 1 Session (7 clock hours) Tuition: \$87

**MS PUBLISHER**

Increase your productivity and effectiveness in the business world by improving your skills in Microsoft Publisher. This unique application software will allow you to create business and private publications that will deliver your message well. Prerequisite: Windows (RCOMP 202 or RCOMP 602).

**RCOMP 450-L02 M 3/1 8:00AM-4:00PM LL**

Instructor: Hall 1 Session (7 clock hours) Tuition: \$87

**EXCEL, PART 1**

Learn the essentials of creating spreadsheets! Discover how easily you can use spread sheet techniques to maintain your checkbook, track expenses or simply project your earnings. Prerequisite: Windows (RCOMP 202 or 602).

**RCOMP 610-L02 M 3/15 8:00AM-4:00PM LL**

Instructor: Hall 1 Session (7 clock hours) Tuition: \$87

# COMPUTER CENTER/PERSONAL DEVELOPMENT

## EXCEL, PART 2

A continuation of Excel, Part 1 (RCOMP 610). Enhance your spreadsheets through formatting choices and organization of your data using some of the button bar enhancements. Advance your math skills by using summation and building graphs. Pivot Tables will be introduced. A class project is used to demonstrate the different ways to do a worksheet. Prerequisite: Windows (RCOMP 202 or 602) and Excel, Part 1 (RCOMP 610).

**RCOMP 611-L02 M 3/22 8:00AM-4:00PM LL**  
Instructor: Platt 1 Session (7 clock hours) Tuition: \$87

## COOKING CLASSES

### CAKE DÉCOR (🍰)

Have fun as you learn how to ice and decorate a cake! Let our professional cake decorator show you how easy it is to make your cake the star attraction! Each week you will bring your own home-baked cake to class to be decorated and then take home to share with family and friends. Learn to make flowers of all kinds – and do it all without getting crumbs in your icing! A supply list will be provided at the first class session.

**NHOGA 101-L52 T 2/23-3/30 6:00PM-8:30PM LV**  
Instructor: Janacone 6 Sessions (15 clock hours) Tuition: \$100



### PAULA'S PERFECT PIES (🍰) (\$)

Learn the secret to homemade pie-making that will amaze your family and friends. Paula Slater will share her techniques for delicious pies including the perfect pie crust, no fail homemade cream and fillings and traditional holiday pies like your grandmother used to make. Please bring a rolling pin, pie plate and pastry blender to the first class. A materials fee of \$20 is payable to the instructor the first night of class.

**NHOGA 103-L52 M 3/15-4/5 6:00PM-8:30PM LV**  
Instructor: Slater 4 Sessions (10 clock hours) Tuition: \$67

### CLASSIC ITALIAN COOKING (\$)

Experience the culinary traditions of Italy – from the Alps to the Island of Sicily. Don your apron and participate in the preparation, cooking, and presentation of classic Italian appetizers, main courses, and desserts. Fun, informative and delicious! A materials fee of \$30 is due to the instructor at the first class session.

**NHOGA 169-L52 TH 2/18-3/25 6:00PM-8:30PM LV**  
Instructor: Puntureri 6 Sessions (15 clock hours) Tuition: \$107

### “MUY FACIL” MEXICAN COOKING (\$)

Surprise your family with authentic Mexican cooking. Add to your family's menu Chicken Fajitas, refried beans, Tostadas and Spanish rice. Also great for party menus and entertaining. A materials fee of \$35 is payable to the instructor at the first class session.

**NHOGA 186-L52 W 3/17-3/24 6:00PM-8:00PM LV**  
Instructor: Gardner 2 Sessions (4 clock hours) Tuition: \$29

## HOME & GARDEN

### NEW! ORGANIC GARDENING

Discover why organic gardening is so beneficial to our families, our environment and our wallets. We will discuss the importance of soil, how to improve it, composting, alternatives to synthetic fertilizers, pesticides and much more. You will take plans home to build a raised bed.

**NHOGA 179-L52 T 3/16-3/30 6:00PM-8:30PM LC**  
Instructor: Paytas 3 Sessions (7.5 clock hours) Tuition: \$31

### COZY ROOM DECORATING

Learn easy and fun ways to decorate your home room by room to create a cozy atmosphere. Students will have an opportunity to design a room of their choice in a class project. Each week we will focus on a different room of the house, including paint, furniture arrangement, room décor, etc. Come and enjoy the fun!

**NHOGA 187-L52 TH 4/8-4/29 6:30PM-8:30PM LV**  
Instructor: Galmarini 4 Sessions (8 clock hours) Tuition: \$48

## CRAFTING - TODAY'S TRENDS

### SCRAPBOOKING (📅) (\$)

This class will cover the basic anatomy of creating a scrapbook that you will cherish for years to come. Basics will include: how to select appropriate materials for use in the scrapbook, selection and cropping of photos, basic page layout, proper use of the color wheel and color schemes, how to get the most out of your scrapbook supplies, and using everyday objects in your scrapbooks. A 6x6-inch 20 page album, card stock and additional materials will be provided. You will need to bring a sharp pair of scissors and pictures. A materials fee of \$25 is payable to the instructor at the first class session.

**NARTS 117-L51 W 3/17-3/31 6:00PM-8:00PM LV**  
Instructor: Pasterik 3 Sessions (6 clock hours) Tuition: \$36

### CREATING WITH ACRYLICS (🎨) (\$)

Join local artist Mary Jane Winder as she shares her talents in the acrylic medium. This class is designed to provide students with an enjoyable adventure into discovering hidden artistic talents using acrylic paints. Students will “paint along” with the instructor and learn the varied techniques used to create the ideal finished project. Students should bring a good sketch book or pad and, #2 pencils. A list of supplies needed will be provided at the first class session.

**New Castle Public Library**  
**NARTS 172-L02 TH 3/25-5/27 10:00AM-NOON LB**  
Instructor: Winder 10 Sessions (20 clock hours) Tuition: \$83

### GO PRIMITIVE! (🎨)

Taught by a local professional artist, this unique course will offer a short introduction to primitive art and consist of drawing, painting and sculpture, with the opportunity to experiment in several media. Learn the close artistic association with the distant past through media and subject matter. The class will conclude with students learning about various primitive visual arts through hands-on experience. A supply list will be provided at the first class session.

**NARTS 186-L02 S 1/23-2/27 10:00AM-NOON LC**  
Instructor: Wynn 6 Sessions (12 clock hours) Tuition: \$49

**MODERN ART** (🔗)

Surrealism and Dada. Don't let these names scare you. Find out how the two styles figure in the many faceted modern art era of the 20<sup>th</sup> century. Through a very general introduction lecture, style approaches, various artists and works of art will be covered. Next, quickly move into the hands-on experience of Surrealism and Dada through a variety of two and three dimensional media. Taught by a local professional artist. A supply list will be provided at the first class session.

**NARTS 187-L02 S 3/20-5/1 10:00AM-12:00PM LC**  
(No class 4/3)  
Instructor: Wynn 6 Sessions (12 clock hours) Tuition: \$49

**BEGINNING WATERCOLOR** (🔗) (\$)

Watercolor basics for the beginner. No drawing skills required. Learn to execute basic painting skills with watercolors as you create two different projects (two 8x10). You will understand the unique qualities and characteristics and the basic principles of design and color theory as you work with watercolors. Easy and fun! A materials fee of \$28 is due to the instructor at the first class session. Students should bring: two, 1-cup water containers and round and flat watercolor brushes. Brushes may also be purchased at reduced prices at class.

**NARTS 188-L02 F 2/12-2/26 12:30PM-3:30PM LC**  
Instructor: Banting 3 Sessions (9 clock hours) Tuition: \$38

**BEGINNING OIL PAINTING** (🔗) (\$)

Learn and explore the basics of an art medium that's been enjoyed for centuries. Two projects are planned: a foot rest and a wooden shelf or bucket. Learn to execute basic painting skills using oil paint. You will understand the unique qualities and characteristics and the basic principles of design and color theory as you work with oil paints. A materials fee of \$33 is due to the instructor at the first class session. Students should bring: #4 and #8 bristle flat brushes. Brushes may also be purchased at reduced prices at class.

**NARTS 189-L02 F 4/23-5/7 12:30PM-3:30PM LC**  
Instructor: Banting 3 Sessions (9 clock hours) Tuition: \$38

**NEW! PASTELS NO-DRIP PAINTING** (🔗)

Pastels no-drip painting allows you to capture the rich colors of oil painting without the mess. Veteran pastel painter, Ken Cole demonstrates basic through advanced techniques in capturing landscapes, human figures, flowers, etc. Experience wet and dry techniques through the use of printed lessons, still life and photographs. The first session will be an introduction to basic materials which will be provided so that the student may experience the different types before purchasing their own.

**NARTS 205-L51 M 1/25-3/8 6:00PM-8:30PM LV**  
(No class 2/15)  
Instructor: Cole 6 Sessions (15 clock hours) Tuition: \$100

**COLOR THEORY** (🔗)

Learn about the history and fundamental principles of color theory as well as the different types of color combinations. Values, shades, temperatures and harmony will be stressed. All supplies needed (paint brush, acrylic paints, paint pallet, paper and a cup to hold water) can be bought for \$20 or less. A supplies list will be provided at the first class session.

**NARTS 206-L51 M 1/25-3/1 6:00-9:00PM LV**  
Instructor: Gerstnecker 6 Sessions (18 clock hours) Tuition: \$112

**NEW! DIGITAL PHOTOGRAPHY** (🔗)

This course will teach students how to use a digital camera along with proper photo composition. You will learn how to save images onto a computer, red eye reduction in Photoshop, airbrushing an image, and other Photoshop techniques. Students should bring their digital camera as well as a writable or re-writable disk or portable USB thumb drive.

**NARTS 207-L51 T 3/2-4/13 6:00PM-9:00PM LV**  
Instructor: Gerstnecker 7 Sessions (21 clock hours) Tuition: \$140

PERSONAL DEVELOPMENT

**CASHING IN – THE ART OF COUPONING**

Does money grow on trees? Do you wish you could “print” your own money? Well, it does and you can – when you start using coupons! Help your budget fight higher costs by learning the best practices in couponing. Save money at the supermarket on groceries and on common household goods. Join us for this lively forum where couponers will share information and triumphs they have enjoyed at the grocery store and beyond. Experience the satisfaction of seeing your “total bill” shrink and your savings grow!

**NPERS 155-L52 TH 3/4 6:00PM-9:00PM LC**  
Instructor: Petro 1 Session (3 clock hours) Tuition: \$12

**UNDERSTANDING YOUR BIBLE**

A non-denominational, logical, easy approach to the scriptures for laymen. Increase your Bible understanding by examining its content, organization and progression of events—Genesis through Revelation. The best adventure ever!

**NPERS 196-L52 T 2/9-3/23 7:00PM-8:30PM LL**  
(No class 3/9)  
Instructor: Banting 6 Sessions (9 clock hours) Tuition: \$37

**THE CIVIL WAR & PENNSYLVANIA**

Understand the causes and background to the war with local response. There will be discussion of military strategy, major campaigns and notable personalities. The course will also focus on the transformation of society, the economy and political issues with a discussion of innovations in medicine and weaponry. The student will also learn how to research civil war ancestors.

**NPERS 188-L52 T 1/26-3/2 6:00PM-9:00PM LC**  
Instructor: Piatek 6 Sessions (18 clock hours) Tuition: \$75

**NEW! SUCCESSFUL PUBLIC SPEAKING**

Public speaking is part of the larger framework of liberal arts. As a method of communication of ideas and thought, effective public speaking will enable individuals to think clearly in the process of developing oral communication skills. Emphasis will be on actual practice and critiques.

**NPERS 226-L51 T 3/16-4/20 6:00-9:00PM LC**  
Instructor: Piatek 6 Sessions (18 clock hours) Tuition: \$75

**ALWAYS NEW!  
CREATE YOUR OWN CLASS!**

Is there something that you really want to learn? Do you have six to eight friends who would like to learn with you? If so, call our office and let us know. We will be glad to help you in the learning process. We'll look for an appropriately skilled instructor and provide the course at an affordable cost. Let us do the legwork – you come and enjoy!

**Call 724-287-8711, ext. 8246 or 8229**

# PERSONAL DEVELOPMENT

## PHYSICAL FITNESS & WELL-BEING CLASSES

### INTRODUCTION TO MASSAGE THERAPY (8)

This is a fun “hands-on” non-credit class introducing the student to the field of massage therapy. Students will learn and demonstrate a variety of massage strokes and techniques to be applied to the whole body (presented in parts). The history of massage, indications, contraindications, uses and the profession of massage therapy will be discussed. Students should wear shorts, sports bra and bring linens, towels, and cream or lotion.

**NPERS 203-L52 F 1/29-4/30 1:00-3:00PM LC**  
(No class 3/12, 4/2)  
Instructor: Poole 12 Sessions (24 clock hours) Tuition: \$100

### ZUMBA FITNESS

Zumba fitness is exercise to international dance music. We will exercise to Latin rhythms including merengue, salsa, reggae ton and cumbia. It's a party! Come and join us! Participants should bring a closed-lid water bottle, towel and dance sneakers.

**NFITN 137-L55 T 1/19-3/30 6:00-7:00PM LC**  
(No class 3/9)  
Instructor: Hardisky 10 Sessions (10 clock hours) Tuition: \$42  
**NFITN 137-L56 TH 2/18-4/29 6:00-7:00PM LC**  
(No class 3/11)  
Instructor: Mazzocca 10 Sessions (10 clock hours) Tuition: \$42  
**NFITN 137-L57 W 5/26-7/28 6:00-7:00PM LC**  
Instructor: Hardisky 10 Sessions (10 clock hours) Tuition: \$42

## HEALTH/ WELLNESS & ALTERNATIVE MEDICINE/NUTRITION

### NEW! AROMA THERAPY, SCENT HEALING (\$)

The essential oils of plants have been used for thousands of years to enhance physical and emotional health. We will look into what the oils are used for, sample many exotic oils such as Ylang-Ylang, Bergamot, Patchouli, etc, essential oil recipes and safety, natural cosmetics, ways to therapeutically scent the indoor environment, ancient and traditional uses, and how to use Aroma-therapy in conjunction with other natural therapies. We will accomplish projects such as making massage oil, germ-killing or other therapeutic room spray, skin-enhancing creams, etc. A light herbal snack will be served. A materials fee of \$13 is due to the instructor at the first class session.

**NHEAL 119-L51 S 1/23-1/30 9:30AM-12:00PM LC**  
Instructor: Lopic 2 Sessions (5 clock hours) Tuition: \$21

### NEW! COMMON HERBS FOR COMMON AILMENTS (\$)

We will address how to help heal everyday injuries and illnesses, such as viral infections, allergies, eczema, Seasonal Affective Disorder, joint problems, and headaches. We will also study stress along with the herbs and other natural remedies to deal with it, and herbs for your pets. Participants will sample herbal and aroma-therapy remedies, and see some demonstrated. A light herbal snack is offered. A materials fee of \$4 is due to the instructor at the first class session.

**NHEAL 120-L51 S 2/6-2/13 9:30AM-12:00PM LC**  
Instructor: Lopic 2 Sessions (5 clock hours) Tuition: \$21

### NEW! IRIDOLOGY, WINDOW INTO THE BODY

Where are the markings on the irid (plural of iris) that show what's going on inside the body and what do they mean? Can we see disease or illness through this non-invasive technique? Iridology has been a real science for about 200 years, and it is effective and safe. Discover ways to give the body what it needs to help heal illness and disease. By using this simple tool, you will be able to enhance the health of your family. An irid reading of each class participant is offered with this course, after each session.

**NHEAL121-L51 T 3/9-3/16 6:30PM-8:00PM LV**  
Instructor: Lopic 2 Sessions (3 clock hours) Tuition: \$20



### NEW! HERBS FOR THE “OUCH” (\$)

Patent herbs for pain relief, aches, arthritis, skin afflictions, and other minor injuries-these remedies can be used for both children and adults. Discover garden herbs for great-looking skin. See how to make skin-enhancing preparations. Make a lavender healing toner, see demos of herbal preparations. An herbal snack is offered at each session. A materials fee of \$5 is due to the instructor at the first class session.

**NHEAL 122-L51 T 4/13-4/20 6:30PM-8:00PM LC**  
Instructor: Lopic 2 Sessions (3 clock hours) Tuition: \$13

### NEW! GROW YOUR OWN SEASONINGS/GROW YOUR OWN MEDICINE (\$)

Discover how to use many herbs to enhance your foods and which go well with which type of dishes. Learn how to grow, harvest and preserve herbs for your culinary pleasure. Together we'll make Herbs de Provence, herbal butter and herbal vinegar. Become familiar with herbs that you can grow or buy, to make simple, effective medicine. You will see, touch and smell medicinal herbs, and learn how they've been safely used for hundreds of years. Hand-on demos and projects include making tinctures, teas, simple salves and poultices. Herbal snacks are offered at each session. A materials fee of \$14 is due to the instructor at the first class session.

**NHEAL 123-L51 TH 5/13-5/20 6:00PM-8:30PM LV**  
Instructor: Lopic 2 Sessions (5 clock hours) Tuition: \$20

## PUBLIC SAFETY

For information, call BC3 Main Campus at 800-826-2829, ext. 8418.

### PHLEBOTOMY

**RBEMT 371-F05 W 5/19-6/23 8:00AM-5:00PM LC**  
Instructor: Gallagher Tuition: \$650