

Berlin Fall 2010

Non-credit Offerings

FREE Blackboard Training

Thursday, September 2 • 2:30 - 3:00 pm • CMP0030.BB1, crn 10545

Mondays, September 6, crn 10546 or September 13, crn 10547 • 10:00 - 10:30 am

Let the College staff assist you in surfing through the Blackboard learning environment before you need it for class homework or to check your daily grades. Individual attention may be given to ensure your success. It's better to be prepared.

Phlebotomists ASCP Certification Test Preparation

5 Sessions • Wednesdays • 6:00 - 9:00 pm

September 22 - October 20

Tuition: \$140 • GEW0004.TPP crn #10544

The Board of Registry of the American Society for Clinical Pathology (ASCP) gives a national exam to certify phlebotomists. Those who pass the exam may use the initials PBT after their names to show they are proficient in their field. This course will provide the guidance and study tips needed to successfully pass the certification. This course may be your key to success. The purchase of a study guide is required. This text presents more than 600 multiple-choice questions to enhance students' skills in the key categories.

National League for Nursing Test Preparation

5 Sessions • Fridays • 9:00 - 12:00 noon

September 17 - October 15

Tuition \$75 • GEW0004.NLN, crn #10429

Preparation will be the key to your success. This course will provide an overview of the NLN exam, including practice tests, and test taking strategies. Instruction will focus on the content of the exam, encompassing reading comprehension, vocabulary building, math, and science skills.

Required text: Nursing School Entrance exams, Your Complete Guide to getting Into Nursing School by Kaplan.

Instructor: Barbara Post

Beginning Computer Workshop

4 Sessions • 5:30 - 7:00 pm

Mondays • October 4 - 25

Tuition \$40 • CMP0006.BEG crn #10146

This series of four meetings is designed to acquaint beginners with computer hardware and software. Learn how to connect the component pieces of a desktop computer system so you can move your equipment from one room to another, how to turn on and shut down your computer, how to use a mouse and how to use Microsoft Windows and Word. Additionally, we'll show you how to connect to the Internet, how to compose and send an e-mail message and how to attach messages and pictures to e-mails. Perfect for the beginner user.

Blogging

2 Sessions • 5:30 - 7:00 pm

Mondays • November 1 & 8

Tuition \$25 • CMP0023.BLG crn #10548

Have you been thinking about creating a blog for your business or hobby? This course will teach you the basics of blogging. It's a great way to share your adventures with your friends, family and colleagues and is a great way to increase your business' web presence. This two-night course will provide the knowledge you need to get your blog up and running. Basic computer and email skills are required.

Facebook

2 Sessions • 5:30 - 7:00 pm

Mondays • November 15 & 22

Tuition \$25 • CMP0006.FBK crn #10549

What is Facebook and what would I use it for? Get these questions answered and much more in this two-session class. Learn how to create your profile, add and delete information, invite family and friends to your page, upload photos, share links and videos and browse FB pages and groups. Basic computer and email skills are required. Must have a valid email address to create a Facebook account.

Become the Family Photographer

5 Sessions • 6:00 - 7:30 pm

Wednesdays • September 22 - October 20

Tuition \$65 • GEW0007.PHY, crn #10428

Enhance your family albums through professional-looking pictures. This course will explain how to use your personal camera and how to download pictures into the computer. Other topics covered will be aperture, shutter speed, lighting, and composition. This course is intended for the beginner or intermediate user. Bring in your personal camera.

Instructor: Phil Slocum

Pathways to Healing

3 Sessions • Tuesdays • 6:00 - 9:00 pm

Master Teacher: Betty Gosselin

Reiki I: September 14, 21, 28

Tuition \$125 • HLT0001.RK1, crn #10620

Reiki therapy is a non-invasive healing system that creates deep relaxation by releasing stress and tension. Reiki facilitates healing and balancing of the body, mind, and spirit. Reiki is simple, gentle and nurturing while being very powerful. This class includes discussions, exercises, personal experiences, the initiation process and practice. Each participant will be able to use Reiki for their well-being or the well-being of others.

Reiki II: October 19, 26 and November 2

Tuition \$300 • HLT0001.RK2, crn #10621

Reiki II attunement/initiation sets in motion your ability to connect more readily and deeply with the Reiki source by using Reiki symbols. Participants will learn what the symbols are, their use and how to appropriately use them. This class includes discussion, personal experiences, the initiation process, receiving and learning the symbols. Giving and receiving Reiki using the symbols will be practiced.

Homebrewing for Beginners with Granite Cask

1 Session • 5:00 - 9:00 pm • Thursday • October 7

Tuition \$75 • GEW0011.BRW crn #10623

This class is designed for the first-time homebrewer . This experience will be personal and hands-on. We will brew a couple of different styles of ale and lager as well as bottling the beer. Topics include: Overview of beer-making ingredients, Overview of equipment, sanitization, wort (unfermented beer) production, fermentation, gravity reading, transferring, bottle sanitation, bottling, bottle conditioning and questions and answers. Must be 21 or older to register.

Tell me a Tale

5:00 - 6:00 pm • Wednesdays • October 6, November 3 and December 1 • Donations accepted

Becoming engaged in a tale read by one of our specialists encourages children to explore their unique expressiveness and heighten their ability to communicate thoughts and feelings. The staff of WMCC invite you and your child(ren) to explore their imaginations and interact through carefully planned tales and activities. The one hour sessions are devoted to young children, offering an opportunity to bond through their creative thoughts. Healthy snacks will be provided.

Chinese Cooking

Begins at 6:30 pm • Thursdays • September 9, 16, October 14, 21 and November 11 and 18

New recipe each night, \$35 per night.

Do you love stir-fry meals, but just can't seem to cook them right? Did you know that stir-frying usually takes less time to cook and uses less pots and pans? This means less clean up and more time for you! Learn the basics of Chinese cooking, including stir-fry techniques, the secrets of the sauces you love, how to cook the perfect rice and appetizers too. Recipes accompany all prepared dishes.