

Kalamazoo Public Schools

*Every child, every opportunity, every time!*

# Happenings

*Fun & Exciting  
Classes for Everyone!*

*Visit Us Online at...*

**Kalamazoo  
Public Schools  
Community Education  
SIGN UP TODAY!**



Winter 2014 ~ Class Schedule ~ Summer 2014



**KALAMAZOO COMMUNITY EDUCATION**  
**714 South Westnedge Avenue, Kalamazoo, MI 49007**  
**Phone: (269) 337-0446 • Fax: (269) 337-0490**

**For Office Use:**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student's Last Name

\_\_\_\_\_  
Student's First Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Cell Phone

\_\_\_\_\_  
Daytime Phone

\_\_\_\_\_  
M F  
Gender

\_\_\_\_\_  
Child's Age

\_\_\_\_\_  
Parent/Guardian's Last Name, First Name

To expedite your MasterCard, Visa or Discover registration, please fax this form with your credit card information to our fax number at (269) 337-0490.

\_\_\_\_\_  
Parent/Guardian's Signature

I hereby authorize that my child may attend this class and that Kalamazoo Public School's employees and its agents may act for me according to their best judgement in an emergency requiring medical attention. I hereby waive and release KPS from any and all liability for any injuries and illness incurred while at class.

Cash \_\_\_\_\_

Check # \_\_\_\_\_

Amount \_\_\_\_\_

PC Input \_\_\_\_\_

Charge \_\_\_\_\_

Sale \_\_\_\_\_

Refund \_\_\_\_\_

Class  
Cancelled:  
Code# \_\_\_\_\_

Student  
Cancelled:  
Code# \_\_\_\_\_

Class Code	Class Title	Site	Time	Amount



MasterCard  
Visa  
Discover

\_\_\_\_\_  
Credit Card Number

\_\_\_\_\_  
Expiration Date

TOTAL  
AMOUNT \$

\_\_\_\_\_  
Card Holder's Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Card Holder's Address (if different than above)

Classes may  
be cancelled  
due to low  
enrollment.



E-mail Address

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Cell Phone

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Daytime Phone

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Gender

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\_\_\_\_\_  
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Check # \_\_\_\_\_

Amount \_\_\_\_\_

PC Input \_\_\_\_\_

Charge \_\_\_\_\_

Sale \_\_\_\_\_

Refund \_\_\_\_\_

Class  
Cancelled:  
Code# \_\_\_\_\_

Student  
Cancelled:  
Code# \_\_\_\_\_

Class Code	Class Title	Site	Time	Amount



MasterCard  
Visa  
Discover

\_\_\_\_\_  
Credit Card Number

\_\_\_\_\_  
Expiration Date

TOTAL  
AMOUNT \$

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Card Holder's Name

\_\_\_\_\_  
Signature

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Card Holder's Address (if different than above)

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enrollment.



E-mail Address

## ***Welcome to Kalamazoo Community Education!***

### **GENERAL INFORMATION:**

Community Education is a self-supported program of the Kalamazoo Public Schools. Fees assessed for classes are used for instructor salaries and other program related expenses. It is necessary, therefore, that a minimum number of people must enroll in each class, and that participants be registered three days before the first scheduled class. If enrollment is insufficient, it may be necessary to cancel the class or combine it with another class.

You will need to pre-register for each class. Registrations are accepted on a first come, first served basis. **No registration information will be taken without payment.** Please make check payable to: Kalamazoo Public Schools (KPS).

Class times, locations and days vary. Be sure to specify the correct class number when you register. Your charge slip or canceled check is your receipt. Plan to attend the first scheduled meeting unless you are notified otherwise, as it is impossible to contact everyone. **In order to receive confirmation of your enrollment in a class, or to receive a receipt for payment by cash, check or charge, you must enclose a self-addressed, stamped envelope with your registration.**

### **ONLINE COURSES**

Online courses are available from anywhere that you have an internet connection. All courses feature powerful, well-written lessons, instructor-led discussion communities, interactive assignments, quizzes and more. **These courses can be viewed at [www.ed2go.com/kpscomed](http://www.ed2go.com/kpscomed).**

### **INCLEMENT WEATHER ALERT:**

All classes and activities will be canceled should the Kalamazoo Public Schools close because of bad weather. Make-up arrangements will be announced at the next regular class meeting. If the activity is a one time event, you will be notified by phone for rescheduling arrangements. Every effort will be made to make up canceled sessions. Make sure you put a phone number on your registration where you're sure a message can reach you (daytime and evening).

Programs are accessible to all citizens with inclusion of persons with disabilities, senior citizens, youth and families.

### **REGISTRATION:**

You may register in one of the following ways: Please be careful to fill in all information on the form.

1. **IN PERSON** - At the Community Education office in Room 224 of the Community Education Center (Old Central High School) from 8:00 a.m to 4:00 p.m. Monday through Friday.
2. **BY PHONE** - with VISA/MASTERCARD/DISCOVER at (269) 337-0446.
3. **BY MAIL** - fill out the attached registration form and mail it, along with your payment, to the following address:

**Kalamazoo Community Education  
714 South Westnedge Avenue  
Kalamazoo, MI 49007**

### **CANCELATIONS:**

1. To cancel a registration, please call the Community Education office as soon as you decide that you wish to cancel your enrollment. You must call before the first class begins in order to be counted as a cancellation. **When a student cancels, there will be a \$5 per class processing fee charged.**
2. Community Education reserves the right to cancel any class where there is insufficient enrollment.

### **REFUNDS:**

1. **REFUND POLICY:** Full refunds will be made if it is necessary for us to cancel a class because of insufficient enrollment. There will be **NO REFUNDS** after a class meets and **NO REFUNDS** for online courses after the class starts.
2. Due to the high demand for computer classes, there will be **NO REFUNDS** for computer classes except when canceled by the Community Education Office.
3. **NO REFUNDS** will be given for "workshops" or classes that meet once.

**Visit us online at...  
Kalamazoo Public Schools  
Community Education**

**"Happenings"**  
is published semi-annually by:  
Kalamazoo Public Schools  
Community Education  
714 South Westnedge  
Kalamazoo, MI 49007

## TABLE OF CONTENTS



### Arts & Crafts

Beads - Earrings & Wired Jewelry.....	5
Bead Stringing Basics.....	5
Crocheted Ribbon Necklace.....	5
Exploring Chain.....	5



### Business & Finance

Elder Law.....	5
Fundamentals of Investing.....	5
Probate Estate Planning.....	5
Retirement Planning.....	5



### Computers

iPad Basics.....	6
iPad Intermediate.....	6
iPad Training Topics.....	6
iPad Navigation - Safari, etc.....	6
iPad Storage - Cloud Tech., Air Drop.....	6
iPad App Store, eBooks, iBooks, iTunes..	6
iPad Assistive Technology.....	6
Internet Basics.....	6
Making Memories - Digital Photography....	6
MS Excel 2007, Beginning.....	7
MS Excel 2007, Intermediate.....	7
MS Office 2007, Introduction.....	7
PC Troubleshooting.....	7
"Play & Learn Online" - Genealogy.....	7



### Ed2go - Instructor-Facilitated Online Learning

Every course includes an expert instructor.  
All can be taken from the convenience of  
your home or office.

#### "SAMPLE" LISTING

"Online Learning" ed2go Courses.....13-15

Visit [www.ed2go.com/kpscomed](http://www.ed2go.com/kpscomed)

The Community Education Office  
will be closed from  
Dec. 23, 2013 - Jan. 3, 2014  
for winter recess!  
Look for our next issue of the  
"HAPPENINGS"  
in July, 2014.



### Cooking Classes

Cooking Class Series.....	8
Healthy New Year Bites.....	8
Romance In The Kitchen.....	8
Gluten Free? No Problem!.....	8
Grilling With Chef Shaun.....	8



### Personal Enrichment

America's Boating Course - Adult.....	8
Boating Safety - Youth.....	8
3-D Animation Workshop.....	9
Digital Video Production.....	9
Down Sizing.....	9
Guitar I & II.....	9
Spanish - Beginning.....	8



### Recreation & Fitness

Hatha Yoga.....	10
Pilates/Yoga Fusion.....	10
Power Hour.....	10
Total Body Conditioning.....	10
Volleyball - Open.....	11
Zumba@.....	11



### Youth Programs



Boating Safety - Youth.....	8
Kalamazoo United Swimming Club.....	12
Spring I & Spring II Sessions: KCHS Pool	
Summer I & II Sessions: LNHS Pool	
Location, times, and dates may be changed due to pool availability and/or construction.	

#### Inclement Weather Alert

All classes and activities will be canceled should the Kalamazoo Public Schools close because of bad weather. Make up arrangements will be announced at the next regular class meeting. If the activity is a one time event, you will be notified by phone for rescheduling arrangements. Every effort will be made to make up canceled sessions. Put a phone number on your registration where you are sure a message can reach you (daytime and evening).



## ARTS & CRAFTS

### BEADS - EARRINGS & WIRED JEWELRY

Are you tired of paying high prices for earrings? Learn how to create your own! Explore wired jewelry.

**Instructor: Cindy Spiess-Malmstrom**

Tuesday 6:30 - 8:30 p.m.  
Feb. 11 (1 Session)  
No. 0120-01 \$25.00  
**The Bead Shop** Craft Area  
3400 S. Westnedge

### BEAD STRINGING BASICS

Learn the "ins and outs" of how to create your own personal beaded jewelry. Here's your chance to see many stringing materials and the best ways to work with them. Create and finish your own work of art.

**Instructor: Cindy Spiess-Malmstrom**

Tuesday 6:30 - 8:30 p.m.  
Feb. 4 (1 Session)  
No. 0121-01 \$25.00  
**The Bead Shop** Craft Area

### CROCHETED RIBBON NECKLACE

Make a unique ribbon crocheted necklace, accented with beads. **NOTE: You must know how to chain crochet prior to taking the class.**

**Instructor: Cindy Spiess-Malmstrom**

Tuesday 6:30 - 8:30 p.m.  
Feb. 18 (1 Session)  
No. 0122-01 \$25.00  
**The Bead Shop** Craft Area

### EXPLORING CHAIN

You will make one necklace incorporating chain and beads together.

**Instructor: Cindy Spiess-Malmstrom**

Tuesday 6:30 - 8:30 p.m.  
Feb. 25 (1 Session)  
No. 0123-01 \$28.00  
**The Bead Shop** Craft Area

### FUNDAMENTALS OF INVESTING

Many investors have lost their hard earned money by ignoring the basic strategies and fundamentals of investing. These fundamentals and strategies, as well as mutual funds, stocks, bonds, asset allocation, tax free and tax efficient investment strategies will be covered in this class.

**Instructor: Jim Hemenway, CRPC**



Monday 6:00 - 7:30 p.m.  
Jan. 6 (1 Session)  
**Milwood M.S.** Room #706  
No. 1000-01 \$10.00



## BUSINESS & FINANCE

### ELDER LAW

Currently, about one in every eight individuals in this country is a senior citizen. By the year 2030, the population of senior Americans will more than double to 71.5 million. This class will identify the legal challenges that this growing segment of our population faces. Your questions about Medicare, Medicaid and Social Security will be answered. The class will also address planning that you can do now, so that your loved ones can implement your wishes in the future. **This class is particularly helpful for senior citizens, their relatives, and caregivers.**

**Instructor: Charles Ofstein, Attorney at Law**

Monday 6:00 - 7:30 p.m.  
Jan. 27 (1 Session)  
**Milwood M.S.** Room #907  
No. 1009-01 \$10.00

### PROBATE ESTATE PLANNING

What is a will, a trust, a power of attorney? How necessary are these documents to your estate planning needs and how can you decide what is best for you? What is Probate Court and what role does it play in the effective distribution of your assets to your heirs? These questions and an overview of the basic aspects of estate planning will be addressed. This class is particularly helpful for just married, families with small children, and retirees.

**Instructor: Michael Holmes, Attorney at Law**

Monday 6:00 - 7:30 p.m.  
Feb. 24 (1 Session)  
**Milwood M.S.** Room #907  
No. 1008-01 \$10.00



### RETIREMENT PLANNING

This comprehensive course will enable attendees to address the full spectrum of retirement planning issues: Asset allocation, diversification, investment and portfolio analysis and retirement plan distribution options. We will discuss the options to reduce taxation and maximize the control of your assets.

**Instructor: Jim Hemenway, CRPC**

Monday 6:00 - 7:30 p.m.  
Feb. 10 (1 Session)  
**Milwood M.S.** Room #706  
No. 1003-01 \$10.00

**Whenever a student cancels a class,  
there will be a  
\$5 processing fee charged.**





## COMPUTERS

### iPAD BASICS

**So, you bought an iPad...now it's time to turn it on!** Join us in this fun two-day hands-on session to learn basic features, navigation tips and tricks, and how to personalize your iPad. You will explore how to find and install good apps while expanding your knowledge on Settings. Discover how to use your iPad to better organize your life. **Please bring your iPad to both training sessions. We will not have iPads available. IOS7 Platform will be used.**  
**Instructor: Tracy Miller**

Tuesdays	6:00 - 8:00 p.m.
Jan. 21 - Jan. 28	(2 Sessions)
<b>Community Ed. Center</b>	Room #214 Lab
No. 2022-01	\$68.00

Tuesdays	6:00 - 8:00 p.m.
Feb. 18 - Feb. 25	(2 Sessions)
<b>Community Ed. Center</b>	Room #214 Lab
No. 2022-02	\$68.00

### iPAD INTERMEDIATE

Tuesdays	6:00 - 8:00 p.m.
Mar. 18 - Mar. 25	(2 Sessions)
<b>Community Ed. Center</b>	Room #214 Lab
No. 2023-01	\$68.00

### ONE DAY

#### iPAD TRAINING TOPICS

All classes will be held at the Community Ed. Center, Room #214. All times are 6-8 p.m. and one session. **Participants should have an "email account" and an "Apple ID account" set up prior to the training. Please bring your iPad and electrical cord to the training session. We will not have iPads available. IOS7 Platform will be used.**  
**Instructor: Tracy Miller**

#### Navigation, Learning Safari, Internet Browsing & Tools, and Bookmarks

Thursday, Jan. 9	6:00 - 8:00 p.m.
No. 2024-01	\$34.00

#### Storage, Cloud Technology & Air Dropping

Tuesday, Feb. 4	6:00 - 8:00 p.m.
No. 2025-01	\$34.00

#### App Store, eBooks, eBooks & iTunes (Participants can bring their local library card to access additional eBooks.)

Thursday, Feb. 20	6:00 - 8:00 p.m.
No. 2026-01	\$34.00

#### Assistive Technology

Tuesday, Apr. 15	6:00 - 8:00 p.m.
No. 2024-04	\$34.00

## INTERNET BASICS

Ever wondered how to get the most out of your Internet surfing? Worried about how to protect your computer and your information when online? In this class you will learn about effective searches, social networking, and e-mail tips as well as "best practices" for avoiding viruses, spam and identity theft. We will also look at available online resources for cleaning up your computer if it is infected. **Basic PC understanding preferred.**

**Instructor: Don Cheeseman**

Monday	5:30 - 7:00 p.m.
Mar. 24	(1 Session)
<b>Community Ed. Center</b>	Room #214 Lab
No. 2012-01	\$25.00

### MAKING MEMORIES

#### WITH DIGITAL PHOTOGRAPHY

**So, you have a digital camera, now what?** Learn how to take better photos; transfer them to your computer; enhance them; add captions; create digital albums; gift CD's; slideshows; **AND** organize them on your computer. . . . all with **free software.** This is an introductory class for individuals new to digital photography. Please bring your camera and accessories. You may bring your own laptop, if you like. **Class size limited so register early.**

**Instructor: Don Cheeseman**

Mondays	5:30 - 7:30 p.m.
Jan. 6 - Jan. 13	(2 Sessions)
<b>Community Ed. Center</b>	Room #214 Lab
No. 2000-01	\$68.00

Use the Dutton Street entrance when attending computer classes held at the Community Ed. Center.  
 Room 214 (2nd Floor)  
 714 S. Westnedge

### INCLEMENT WEATHER ALERT

All classes and activities will be canceled should the Kalamazoo Public Schools close because of bad weather. Tune to your Radio and TV!

Make up arrangements will be announced at the next regular class meeting. If the activity is a one time event, you will be notified by phone for rescheduling arrangements. Every effort will be made to make up canceled sessions. Put a phone number on your registration where you are sure a message can reach you, daytime and evening.

**COMPUTERS****MICROSOFT EXCEL I - 2007**

In this **"Beginning"** class, learn how to create a spreadsheet, enter and edit text, copy and move data, change fonts and formatting for pizzazz, work with headers and footers, find and replace data, and create your own templates. We will also look at some of the differences in the new versions of Office from the older versions.

**Instructor: Don Cheeseman**

Mondays	5:30 - 7:30 p.m.
Feb. 3 - Feb. 17	(3 Sessions)
<b>Community Ed. Center</b>	Room #214 Lab
No. 2013-01	\$84.00

**MICROSOFT EXCEL II - 2007**

In this **"Intermediate"** class, you'll hone your Excel skills by applying formulas and functions, turning data into charts using a variety of data formatting and chart styles, and learn how to work more efficiently with large data lists. A basic understanding of Excel 2007 is required for this class.

**Instructor: Don Cheeseman**

Mondays	5:30 - 7:30 p.m.
Mar. 3 - Mar. 17	(3 Sessions)
<b>Community Ed. Center</b>	Room #214 Lab
No. 2014-01	\$84.00

**MICROSOFT OFFICE - 2007  
INTRODUCTION**

Are you interested in exploring the MS Office suite for use at home or at work? Have you used Office in the past, but are confused by the new layout introduced in 2007? This class will explore the basics of the Office suite by looking at Word, Excel, PowerPoint, and Publisher. **A basic understanding of using a Windows PC is preferred.**

**Instructor: Don Cheeseman**

Mondays	5:30 - 7:30 p.m.
Jan. 20 - Jan. 27	(2 Sessions)
<b>Community Ed. Center</b>	Room #214 Lab
No. 2015-01	\$68.00

**PC TROUBLESHOOTING**

Avoid wasting your time and money by doing your own PC troubleshooting. Learn how to diagnose the most basic computer problems, from your computer not turning on to when to replace the hard drive. Free hard drive analyzing tools will be distributed and discussed. You will also learn how to keep your computer working smoother, what to do when it doesn't, and the basics of upgrading. **PC basics required.**

**Instructor: Don Cheeseman**

Monday	5:30 - 7:00 p.m.
Mar. 31	(1 Session)
<b>Community Ed. Center</b>	Room #214 Lab
No. 2018-01	\$25.00

**PLAY & LEARN ONLINE**

The following online computer classes can be accessed from the comfort of your own home - at a time that suits you and a day that's convenient.

**You do need to have a computer, access to the Internet, and an e-mail address. After you have registered with Community Education, you will be e-mailed instructions. Have your e-mail address ready! (Ages 12 - Adult)**

**Instructor: Barbara George**

**Genealogy: What is Genealogy? How do I Use the Internet for Genealogy. (Course 1)**

Trace your family history. The instructor can work with you one-on-one. Those who prefer a faster pace are able to do so because the course is self-paced. It covers: 1. Charts and Forms and How to Acquire Information for Them. 2. Popular Genealogical Sites. 3. Surnames. 4. Search Engine Tips. 5. Mailing Lists and Photographs. 6. Organizing Your Data. 7. Comparing Computer Software.

**No. 2500-01: Jan. 7 - Feb. 6 \$40.00**

**No. 2500-02: Mar. 12 - Apr. 11 \$40.00**

**Genealogy: Where to Find Specific Genealogical Information on the Internet. (Course 2)**

Find the "unusual" and "miscellaneous" information you need in this second step of your genealogical search. Discover new research tools and where to look in vital records for births, adoptions, marriages and deaths. Use census, tax, land records, and maps, gazettes, atlases, city directories, county histories and military records to trace lineage. Specific tips will be provided for searching Native American, African American, Hispanic, and religious groups.

**No. 2501-01: Feb. 10 - Mar. 12 \$40.00**

**No. 2501-02: Apr. 22 - May 22 \$40.00**

**Genealogy: Advanced Genealogical Research Using the Internet. (Course 3)**

Learn how to access and utilize ship passenger lists, immigration and naturalization, American migration trails, and homestead applications. Find mental patients, prisoners, school students, teachers, free mason, and female ancestors as well as records from CCC and WPA workers, U.S. Marshals, F.B.I. and Secret Service officials, and divorces. Tips will be provided for using family Bibles, journals, and diaries. You can study handwriting, plan family reunions, make scrapbooks, and much more with this valuable information.

**No. 2502-01: Feb. 25 - Mar. 27 \$40.00**

**No. 2502-02: May 1 - May 30 \$40.00**

**Genealogy: World Genealogy. (Course 4)**

Searching the world for your ancestors can be a bit intimidating. Use skills learned in previous courses to do research on and off line in more than 52 countries around the world. Seeking genealogical information, participants will work, one-on-one with the instructor, at a self-paced speed.

**No. 2503-01: Feb. 1 - Mar. 3 \$40.00**

**No. 2503-02: Apr. 1 - Apr. 30 \$40.00**



## PERSONAL ENRICHMENT

### COOKING CLASSES

Take each class separately, or sign up for all four classes at the same time, for a \$5 per class discounted price. **NO REFUNDS WILL BE GIVEN!** All classes will be held in the cafeteria at the Community Education Center; 714 South Westnedge; Kalamazoo, MI. **Class size is limited, so to avoid disappointment, register early!**

**Instructor: Chef Shaun Robinson**

#### \*\*\*COOKING CLASS SERIES\*\*\*

Mondays 6:00 - 8:00 p.m.  
Jan. 20, Feb. 10, Mar. 24, & Apr. 28 (4 Sessions)  
**Community Ed. Center** Cafeteria/140  
No. 2200-01 (**Series of 4 classes**) \$100.00  
**714 South Westnedge**  
**Enter on Dutton Street!**

### HEALTHY NEW YEAR BITES

Ring in the New Year with tips on some healthy appetizers and entrees, and enjoy some sampling to start your year off right!

Monday 6:00 - 8:00 p.m.  
Jan. 20 (1 Session)  
**Community Ed. Center** Cafeteria/140  
No. 2201-01 \$30.00

### ROMANCE IN THE KITCHEN

Learn how to prepare a decadent Valentines Day dinner for that special someone, and try some delicious fare from Chef Shaun!

Monday 6:00 - 8:00 p.m.  
Feb. 10 (1 Session)  
**Community Ed. Center** Cafeteria/140  
No. 2202-01 \$30.00

### GLUTEN FREE? NO PROBLEM!

Chef Shaun will show you some great tips on how to prepare gluten free foods, and understand how special diets are not an obstacle, just a learning adventure.

Monday 6:00 - 8:00 p.m.  
Mar. 24 (1 Session)  
**Community Ed. Center** Cafeteria/140  
No. 2203-01 \$30.00

### GRILLING WITH CHEF SHAUN

See how easy it is to master the grill, with any kind of grill, for any occasion. You will enjoy a variety of recipes straight from the grill that are user friendly.

Monday 6:00 - 8:00 p.m.  
Apr. 28 (1 Session)  
**Community Ed. Center** Cafeteria/140  
No. 2204-01 \$30.00

### AMERICA'S BOATING COURSE

This course is designed for new and experienced boaters, Sail, Power, and PWC and taught by knowledgeable volunteer members of the Kalamazoo Sail and Power Squadron, a Division of the United States Power Squadrons. This five session format consists of an introduction, instructional lessons, review and exam. Subjects include: boat terms and types, knots, boat handling, regulations, navigational aids and rules, marine radio, adverse conditions, trailering and PWC use. Completion of course will provide certification for PWC operation. **A book fee of \$35 will be collected. For registration information call Wally Cordor at 365-3398.**

Mondays 6:00 - 8:00 p.m.  
Mar. 3 - Mar. 31 (5 Sessions)  
**Milwood M.S.** Room # 601  
No. 4039-01



### BOATING SAFETY FOR YOUTH

A person who is 12 but less than 14 may operate a personal watercraft if he or she obtained a boating safety certificate before Jan 1, 1999. Persons born after December 31, 1978 shall not operate a personal watercraft unless they obtain a boating safety certificate. The operators of a personal watercraft must carry their boating safety certificate and display it upon the demand of a peace officer. **Agas 12 & Up.**

**Instructor: Harold Hladky Boating Squadron**

Mondays 6:00 - 8:00 p.m.  
Mar. 3 - Mar. 31 (5 Sessions)  
**Milwood M.S.** Room # 906  
No. 7033-01 \$5.00

### BEGINNING SPANISH

Do you want to know just more than uno, dos, tres? Or ¡Hola! Come to the Beginning Spanish class to learn Spanish conversation with a touch of grammar and have a little fun experiencing Hispanic/Latino culture. This class is for beginners and we will work our way to more advanced levels of conversation. **This class will be 8 sessions. Text included! Register early as class is limited to the first 18 registrants.**

**Instructor: Cecilia Sebastiani**

#### Spanish I

Mondays 5:30 - 7:30 p.m.  
Mar. 3 - Apr. 28 (8 Sessions)  
**Community Ed. Center** Room #202  
No. 3000-01 \$80.00

**714 S. Westnedge**  
**No Class on Apr. 7**





## PERSONAL ENRICHMENT

### 3-D

#### ANIMATION WORKSHOP INTRODUCTION

Using 3ds Max Software you'll learn how to model basic objects in a 3-D environment and how to animate those objects. This introductory level workshop starts with basic 3-D Modeling. From there, we'll study aspects of rigging and motion from the standpoint of animating a walk cycle. **Enrollment is limited to the first five (5) students. Adults only.**

**Instructor: Matthew Perigo**

**Public Media Network Staff**

Wednesdays 6:00 - 8:00 p.m.  
Jan. 15 - Feb. 19 (6 Sessions)  
No. 4051-01 \$50.00

**PMN - Epic Center Building, Suite 300  
359 S. Kalamazoo Mall (3rd. Floor)  
Kalamazoo, MI 49007**

### DIGITAL VIDEO PRODUCTION

Start your own cable access TV Show or spiff up your YouTube and home videos. This workshop will provide the training and equipment that will improve the look of any video project. Taught at Public Media Network, you will learn camera basics, pre-production planning, lighting and editing (Final Cut Express). In addition to remote production skills, you will learn the ins and outs of a studio environment. **Upon completion, workshop participants can continue to reserve and use, FREE of charge, equipment for future projects. Enrollment is limited to first eight (8) students. Adults only.**

**Instructor: Matthew Perigo**

**Public Media Network Staff**

Wednesdays 6:00 - 8:00 p.m.  
Feb. 26 - Apr. 2 (6 Sessions)  
No. 4050-01 \$50.00

**PMN - Epic Center Building, Suite 300  
359 S. Kalamazoo Mall (3rd. Floor)  
Kalamazoo, MI 49007**

### DOWN SIZING

#### REMOVE STRESS BY DE-CLUTTERING

Do you find yourself in a cluttered mess and don't know where to begin? It can be the most stressful and confusing time of your life. What to keep, give away, throw away, sell - the list just goes on and on. This two week class gives you the tools and ideas on how to start and see results. The first week will give you the ideas and a plan on how and where to start. The second week will be checking on your progress of the practical applications you learned from the first week. This is not a test. There is no pass or fail in the process. By sharing the problems and struggles you have and listening to others in the class share their struggles, you will soon learn that you are not alone. Each little step you take keeps you going to get to the end of your clutter. **Class limited to 18 students.**

**Instructor: Darlene Reitz, The Clutter Buster**

Mondays 6:00 - 7:30 p.m.  
Jan. 27 - Feb. 3 (2 Sessions)  
**Milwood M.S.** Room #601  
No. 4020-01 \$15.00



### GUITAR



Are you just getting started playing guitar and feel frustrated with how difficult and uncomfortable it is? Then this class is for you! Do you know a little about guitar but want to improve and sound better? Then this class is for you, too! If you are a new guitarist, feeling a lot of FRUSTRATION and you want to finally start having some FUN, this class is your answer. The focus of this class is on the fundamentals of being able to play music with others. You will get help from an experienced teacher to start feeling good about your guitar playing. The things taught apply to a variety of musical styles, so whatever your interests you will be able to take something away from this class. No experience or "natural talent" is required. Just bring your acoustic or electric guitar and get ready to start playing music the way you have always wanted.

**Instructor: Jared Priest**

#### Guitar I

Mondays 6:30 - 7:30 p.m.  
Jan. 6 - Feb. 10 (6 Sessions)  
**Milwood M.S.** Room #208  
No. 4000-01 \$59.00

#### Guitar II

Mondays 6:30 - 7:30 p.m.  
Feb. 17 - Mar. 24 (6 Sessions)  
**Milwood M.S.** Room #208  
No. 4001-01 \$59.00

### SAVE THIS CATALOG!

**We do not send confirmations!**

**Mark your calendar!**

**Come at your registered time  
unless otherwise notified!**

**When school is not in session,  
Community Education classes  
will not be held!**

**PLEASE include your  
e-mail address on the  
class registration form!**



## RECREATION - FITNESS

### HATHA YOGA ENHANCES LIFE

Yoga is an ancient practice comprised of eight limbs. In this class we will focus primarily on three of those limbs: asana (the postures), pranayama (breathing techniques), and dharana (concentration). As we engage in this practice, we come to know our bodies much better. We develop awareness of the body's habitual holding patterns. Weak areas will grow stronger and tight areas will become more flexible. General vitality and energy levels will improve, and our ability to unwind and relax comes more easily. A balanced yoga practice develops coordination, flexibility, stamina, balance, mental clarity, increased concentration, and overall health. The instructor has been teaching Yoga for forty years. **All levels welcome. The instructor provides some mats or bring your own.**

**Instructor: Ginja Knuth**

Mondays	6:30 - 8:00 p.m.
Jan. 6 - Mar. 10	(10 Sessions)
<b>Prairie Ridge Elem.</b>	152 Commons
No. 5013-01	\$90.00

#### **Session II:**

Mondays	6:30 - 8:00 p.m.
Apr. 14 - May 12	(5 Sessions)
<b>Prairie Ridge Elem.</b>	152 Commons
No. 5013-02	\$45.00

**Location:**  
Prairie Ridge Elementary  
2294 South Nineth Street  
Kalamazoo, MI 49009

**Location:**  
Kalamazoo Community Education  
714 South Westnedge  
Kalamazoo, MI 49007

**Register Early**  
Early registration helps ensure that  
a class will have enough participants  
to be offered. Don't be disappointed  
as space is limited.

**PLEASE NOTE:**  
It is recommended that all participants consult with their health care provider  
before initiating any exercise program.

### PILATES/YOGA FUSION

This class will combine classic pilates core-strengthening moves with a vinyasa-style yoga flow, linking breath to movement. The flowing series involves combining several poses together to create flexibility, strength, balance and endurance, effectively working all parts of the body. No previous yoga experience is necessary.

**Please bring a yoga mat and water to class.**

**Instructor: Sheryle Sage**

Mon./Wed.	6:30 - 7:30 p.m.
Jan. 6 - Mar. 26	(24 Sessions)
<b>Community Ed. Center</b>	South Gym
No. 5008-01	\$84.00

### POWER HOUR

The reasons to strength train are many, among them are: increased bone density, metabolism, and self-esteem. Lifting weights helps to decrease the risk of lifestyle diseases and improves sleep patterns. If you are ready to enjoy all of these benefits and many more, please join us. No experience is required and there is no complicated choreography to follow. **You will need to have one set of weights, a mat or towel for floor work, and water to drink. (Resistance bands will be provided.) Call instructor at: (269) 720-6300 with questions about weight selection. Err on the side of caution!**

**Set of 3 lb. Weights - Beginner**  
**Set of 5 lb. Weights - Intermediate**  
**Set of 8 lb. Weights - Advanced**  
**Instructor: Sheryle Sage**

Mon./Wed.	5:30 - 6:30 p.m.
Jan. 6 - Mar. 26	(24 Sessions)
<b>Community Ed. Center</b>	South Gym
No. 5002-01	\$84.00

### TOTAL BODY CONDITIONING

This class features intervals of strength and cardio (no choreography) combined with core, balance, and flexibility work using cross-training techniques to improve overall fitness. **Please bring a mat, hand weights, water and a small towel to class.**

**Instructor: Sheryle Sage**

Tuesdays	5:00 - 6:00 p.m.
Jan. 7 - Mar. 25	(12 Sessions)
<b>Community Ed. Center</b>	South Gym
No. 5007-01	\$48.00

## RECREATION - FITNESS



### OPEN VOLLEYBALL



Community Education offers an opportunity for recreation and exercise while participating in a team activity. Two courts, play will be informal with teams formed nightly. **Adults Only!**

**Ask for Jeff and pay at the door.**

Wednesdays 7:00 - 9:00 p.m.

Jan. 8 - Apr. 30 \$4.00/night

**Milwood M.S.** Gym

No. 6500-01

**No VB on Apr. 9**

### ZUMBA®

Sweat and have fun while doing Zumba®. Zumba® is a fun workout that feels more like a dance party. Inspired by high energy and motivating Latin and international music, Zumba® is a dynamic, exciting, effective head-to-toe fitness system. Zumba® combines fast and slow paced rhythms that tone and sculpt the body using aerobic interval training. Zumba® is great for the mind and body. No previous dance experience is necessary. Put on your gym shoes (preferably dance shoes) and come ready for a fast-paced, high-energy workout. Bring a water bottle and a hand towel. Come and experience the party! **The instructor is licensed to teach Zumba® Fitness. Adults only.**

**Instructor: Marissa Bailey**

Mondays 6:00 - 7:00 p.m.

Jan. 6 - Mar. 10 (10 Sessions)

**Milwood M.S.** Cafeteria

No. 5200-01 \$50.00

### Location:

**Milwood Magnet School  
2916 Konkle Street  
Kalamazoo, MI 49001**

### REGISTER EARLY

**Early registration helps to ensure that a class will have enough participants to be offered.**

**WE ACCEPT VISA, MASTERCARD,  
AND DISCOVER REGISTRATIONS  
IN PERSON, BY PHONE, OR BY  
MAIL!**



*Kalamazoo Community  
Education Center  
714 South Westnedge  
Kalamazoo, MI 49007*

### **Adult Education      Building Rental**

(269) 337-0422      (269) 337-0461

Room #224      Room #224

### **Chenery Auditorium**

(269) 337-0424

Room #222

### **Community Education**

(269) 337-0446

Room # 224

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## Need A Meeting Place?



**Kalamazoo Public Schools allows  
groups to rent school facilities.**

**For more information about:**

- AVAILABLE SPACE
- BUILDING RENTALS
- COST
- TIMES, ETC.

**CALL: 337-0461**



**"KU" KALAMAZOO UNITED SWIMMING CLUB  
SPRING - SUMMER 2014 SWIM PROGRAM**



**Register through Community Education (or)  
at a scheduled practice time. Payment's due at time of registration!**

**Location: Kalamazoo Central or Loy Norrix - will depend on pool availability.**

**Gold Group:** Stroke refinement and competitive training.

**Silver Group:** Stroke development and introduction to competitive swimming.

**Bronze I:** Comfortable in water but cannot swim length of pool without assistance.

**Bronze II:** Can swim the length of pool without assistance.

**SPRING I & II AND SUMMER SESSIONS - 2014**

**SPRING I: 02/24/14 - 04/04/14 (KCHS)**

**GOLD/SILVER GROUPS: (4 DAYS)**

**Monday - Thursday 6:00 - 7:30 p.m.**

**No. GGKC-01S Student \$90.00**

**No. GGKC-02S Sibling \$45.00**

**GOLD/SILVER GROUPS: (2 DAYS)**

**Tuesday/Thursday 6:00 - 7:30 p.m.**

**No. SGKC-01S Student \$65.00**

**No. SGKC-02S Sibling \$35.00**

**ALL BRONZE GROUPS:**

**Monday & Wednesday ONLY!**

**BRONZE #1 GROUP: 6:00 - 6:30 p.m.**

**No. BG1KC-01S Student \$45.00**

**No. BG1KC-02S Sibling \$35.00**

**BRONZE #2 GROUP: 6:00 - 6:45 p.m.**

**No. BG2KC-01S Student \$55.00**

**No. BG2KC-02S Sibling \$40.00**

**BRONZE #3 GROUP: 6:00 - 7:00 p.m.**

**No. BG3KC-01S Student \$60.00**

**No. BG3KC-02S Sibling \$45.00**

**SPRING II: 04/14/14 - 05/22/14 (KCHS)**

**GOLD/SILVER GROUPS: (4 DAYS)**

**Monday - Thursday 6:00 - 7:30 p.m.**

**No. GGKC-03S Student \$100.00**

**No. GGKC-04S Sibling \$50.00**

**GOLD/SILVER GROUPS: (2 DAYS)**

**Tuesday/Thursday 6:00 - 7:30 p.m.**

**No. SGKC-03S Student \$75.00**

**No. SGKC-04S Sibling \$45.00**

**ALL BRONZE GROUPS:**

**Monday & Wednesday ONLY!**

**BRONZE #1 GROUP: 6:00 - 6:30 p.m.**

**No. BG1KC-03S Student \$50.00**

**No. BG1KC-04S Sibling \$40.00**

**BRONZE #2 GROUP: 6:00 - 6:45 p.m.**

**No. BG2KC-03S Student \$60.00**

**No. BG2KC-04S Sibling \$45.00**

**BRONZE #3 GROUP: 6:00 - 7:00 p.m.**

**No. BG3KC-03S Student \$70.00**

**No. BG3KC-04S Sibling \$50.00**

**SUMMER SESSION - 2014 - 06/02/14 - 07/31/14**

**SUMMER: 06/02/14 - 07/31/14 (KC/LN)**

**GOLD GROUPS: (5 DAYS) KCHS ONLY**

**Monday - Friday (KC) 7:30 - 10:00 a.m.**

**No. GGKC-01SU Student Y TBD**

**No. GGKC-02SU Sibling Y TBD**

**SILVER GROUPS: (4 DAYS) LNHS ONLY**

**Monday - Thursday (LN) 6:00 - 7:30 p.m.**

**No. SGKC-01SU Student Y TBD**

**No. SGKC-02SU Sibling Y TBD**

**GOLD GROUPS: (5 DAYS) LNHS ONLY**

**Monday - Friday (LN) 8:00 - 10:30 a.m.**

**No. GGLN-01SU Student Y TBD**

**No. GGLN-02SU Sibling Y TBD**

**NO SWIMMING: 03/03/14 - 03/07/14**

**& Summer: 06/30/14 - 07/04/14**

**Swim fees will be determined prior to  
"Summer Session"**

**For more information contact:**

**Paul Mahar (269) 352-2887**

**- Loy Norrix High School -**

**Cherie Oostema's e-mail at:**

**oostemaseven@yahoo.com**

**SUMMER I: 06/02/14 - 06/25/14**

**ALL BRONZE GROUPS: (LNHS ONLY)**

**Monday & Wednesday ONLY!**

**BRONZE #1 GROUP: 6:00 - 6:30 p.m.**

**No. BG1KC-01SU Student Y TBD**

**No. BG1KC-02SU Sibling Y TBD**

**BRONZE #2 GROUP: 6:00 - 6:45 p.m.**

**No. BG2KC-01SU Student Y TBD**

**No. BG2KC-02SU Sibling Y TBD**

**BRONZE #3 GROUP: 6:00 - 7:00 p.m.**

**No. BG3KC-01SU Student Y TBD**

**No. BG3KC-02SU Sibling Y TBD**

**SUMMER II: 07/07/14 - 07/25/14 (LNHS)**

**BRONZE #1 GROUP: 6:00 - 6:30 p.m.**

**No. BG1KC-03SU Student Y TBD**

**No. BG1KC-04SU Sibling Y TBD**

**BRONZE #2 GROUP: 6:00 - 6:45 p.m.**

**No. BG2KC-03SU Student Y TBD**

**No. BG2KC-04SU Sibling Y TBD**

**BRONZE #3 GROUP: 6:00 - 7:00 p.m.**

**No. BG3KC-03SU Student Y TBD**

**No. BG3KC-04SU Sibling Y TBD**

**NOTE: Dates, times, location and fees are subject to change and pool availability.**



## Kalamazoo Community Education ed2go Online "Sample" Course Listing



*To learn more about all of the online courses we offer, please visit our Online Instruction Center. You'll find the Web address at the bottom of this page.*

### BUSINESS COURSES

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

**Administrative Assistant Fundamentals:** Prepare to take advantage of the many new job opportunities in health care, legal services, and other industries.

**Managing Customer Service:** Become indispensable to any organization by understanding how to identify and meet customer needs.

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

**Project Management Fundamentals:** Gain the skills you'll need to succeed in the fast-growing field of project management.

**Using Social Media in Business:** Learn how to use the five most popular social media platforms - Facebook, Twitter, LinkedIn, Pinterest, and Google+ - to grow and promote your business.

**Fundamentals of Supervision and Management:** Learn the people skills required to motivate and delegate, and learn tools for solving problems and resolving conflicts.

**Purchasing Fundamentals:** Improve your company's bottom line by mastering the fundamentals of purchasing.

### CAREER IDEAS

**Introduction to LinkedIn Career Networking:** Learn how to use LinkedIn, a free and popular job search and career development tool, and gain the power of the Internet to expand your professional network.

**Fundamentals of Technical Writing:** Learn the skills you need to succeed in the well-paying field of technical writing.

**Publish It Yourself: How to Start and Operate Your Own Publishing Business:** Convert manuscripts into income by producing and selling books like the pros.

**Start Your Own Consulting Practice:** Find out how you can earn income by sharing your training or knowledge with others. This course is designed to help those who wish to set up a consulting practice get started. Topics will include skills assessments, pricing policies, contracting, marketing, and more.

### BASIC COMPUTER LITERACY

**Keyboarding:** Use the computer program FasType for Windows to learn the basic skills of touch-typing.

**Navigating the Internet:** Master the ins and outs of the internet with this informative behind-the-scenes look.

**Introduction to Linux:** Learn how to use the Linux desktop operating system along with the included productivity, multimedia, and internet software.

**Introduction to Windows XP:** Learn how Windows XP makes it easy to work with text, pictures, audio, video and more.

**Computer Skills for the Workplace:** Gain a working knowledge of the computer skills you'll need to succeed in today's job market.

**Introduction to PC Security:** What you don't know can really hurt you. Learn what you can do to protect yourself.

### COMPUTER APPLICATIONS

**Introduction to Microsoft Excel 2013:** Become proficient in using Microsoft Excel 2013 and discover countless shortcuts, tricks, and features for creating and formatting worksheets quickly and efficiently.

**Introduction to Microsoft Word:** Learn how to create and modify documents with the world's most popular word processor.

**Introduction to Microsoft Word for the Mac:** Learn to use the world's most popular word processor for creating documents and formatting text, now available on the Macintosh.

**Introduction to PowerPoint:** Build impressive slide presentations filled with text, images, video, audio, charts, and more.

**Introduction to Microsoft Publisher:** Learn how to design professional publications, including newsletters, fliers, and brochures with Microsoft Publisher 2013.

**Introduction to Microsoft Outlook 2013:** Get up to speed with the latest developments in Outlook, including how to manage your e-mail, calendar, and contacts and how to get the most out of program tools.

**Introduction to Microsoft Windows 8:** Learn how to get the most from the Microsoft Windows 8 operating system, including managing apps, programs, photos, files, and folders.



## COMPUTER APPLICATIONS

- ADOBE -



## START YOUR OWN BUSINESS

**Introduction to Digital Scrapbooking:** Learn how to make the most of your scrapbooking talents and artistic ideas when you combine digital and traditional scrapbooking techniques.

**Introduction to Photoshop CS5:** Learn how to use Adobe Photoshop CS5, the world's best graphics program, to edit and process photos and create original images.

**Photoshop CC for the Digital Photographer:** Students will learn how to use Adobe Photoshop Creative Cloud (also called Photoshop CC) to edit and enhance photographic images.

### DIGITAL PHOTOGRAPHY

**Discover Digital Photography:** An informative introduction to the fascinating world of digital photography equipment.

**Photoshop Elements I and II are now available!** Master the most advanced features of Photoshop Elements for Windows and take your photo editing skills to the next level.

**Photographing People With Your Digital Camera:** Expert shows you how to take beautiful pictures of adults, children, and babies.

### GRANT WRITING

**Get Grants!** Learn how to develop successful, fundable grants from experts in the field.

**A to Z Grantwriting:** Learn how to research and develop relationships with potential funding sources, organize grantwriting campaigns, and prepare proposals.

**Writing Effective Grant Proposals:** Learn to prepare grant proposals that get solid results for your favorite organization or charity.

### PERSONAL DEVELOPMENT

**Grammar Refresher:** Gain confidence in your ability to produce clean, grammatically correct documents and speeches.

**Twelve Steps to a Successful Job Search:** World-renowned author and career advisor shows you how to get the job you want quickly and easily and in any economy.

**Marriage & Relationships: Keys to Success:** Getting married is just the first step! Learn how to build a solid foundation for a healthy partnership that will last far beyond "I do".

**Managing Life as a Single Parent:** Participants get the support they need for doing the toughest job on earth - single parenting. Designed with single moms and dads in mind, this course offers strategies and tips for enforcing rules, supporting kids emotionally, managing time and finances, and getting help when it's needed.

**Beginning Writer's Workshop:** Get a taste of the writer's life and improve your writing skills in this introduction to writing creatively.

**Learn to Buy and Sell on eBay:** Auction pros teach you how to work from home or earn extra income by buying and selling goods online.

**Marketing your Business on the Internet:** E-commerce expert helps you develop an internet marketing plan for your business that incorporates SEO, advertising, email, social media, and more.

**Publish and Sell Your e-Books:** Could you be the next best-selling author, making millions? These days, you don't have to wait for a traditional publisher to discover you. Now you can publish your own books as e-books and sell them through the world's largest bookstores.

**Start and Operate Your Own Home-Based Business:** An experienced entrepreneur teaches you how to develop the motivation, discipline, and creativity to quit your job and be your own boss.

**Introduction to Internet Writing Markets:** A professional writer shows you how to make money writing on the Internet. Discover the thousands of lucrative publishing opportunities that await you on the Internet if you understand Internet marketing!

### WEB TECHNOLOGY

**Advanced Web Pages:** Take your Web development skills to the next level as you learn how to create advanced websites using CSS, HTML5, media queries for mobile devices, interactive forms, and embedded video.

**Creating Mobile Apps with HTML5:** Learn to use HTML5, CSS3, JavaScript, jQuery, and Web APIs to create cross-platform mobile apps and mashups.

**Creating WordPress Websites:** Learn how to use WordPress, a free and popular Web design tool, to quickly and easily create attractive blogs and interactive Websites.

**Designing Effective Websites:** Learn powerful graphic design techniques and build Websites that are both attractive and wickedly effective.

**Mac, iPhone, and iPad Programming:** In this course, you'll learn to use the free Xcode compiler and the Objective-C programming language to program your own apps for Mac, iPhone, and iPad..

**Web 2.0: Blogs, Wikis, and Podcasts:** In this course, you'll join the Web 2.0 world as you learn how to create and maintain your own blog, wiki, and podcast.

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## Kalamazoo Community Education

### Introduction to Microsoft Excel

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

### Creating Web Pages

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

### Accounting Fundamentals

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

### Speed Spanish

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

### A to Z Grantwriting

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

### Introduction to QuickBooks

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

### Grammar Refresher

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

### Microsoft Excel

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

### Real Estate Investing

Build and protect your wealth by investing in real estate.

### Introduction to Microsoft Access

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

### Introduction to Microsoft Word

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

### Computer Skills for the Workplace

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

### Introduction to PC Troubleshooting

Learn to decipher and solve almost any problem with your PC.

### Introduction to PowerPoint

Build impressive slide presentations filled with text, images, video, audio, charts, and more.

### Discover Digital Photography

An informative introduction to the fascinating world of digital photography equipment.

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# Featured Courses for Winter - Summer 2014



## Kalamazoo United Swimming Club

Building a Tradition of Excellence  
in Swimming for Kalamazoo  
Public Schools...Uniting  
Loy Norrix and Kalamazoo  
Central High Schools...Offered  
through Community Education

## Gain Valuable Computer Skills for the Workplace

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of your home!



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learn more.

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## **HOT** Online Courses for 2014

*Possibilities are as follows...*

- A to Z Grant Writing
- Accounting Fundamentals
- Beginning Writer's Workshop
- Computer Skills for the Workplace
- Creating Web Pages
- Creating WordPress Websites
- Discover Digital Photography
- Effective Business Writing
- Explore a Career in Medical Coding
- Grammar Refresher
- Introduction to InDesign CS6
- Introduction to LinkedIn Career Networking
- Introduction to Microsoft Excel 2013
- Introduction to Microsoft Outlook 2013
- Introduction to Microsoft Publisher 2013
- Introduction to QuickBooks 2013
- Introduction to SQL
- Introduction to Windows 8
- Learn to Buy & Sell on eBay
- Medical Terminology: A Word Association Approach
- Project Management Fundamentals
- Spanish for Medical Professionals
- Speed Spanish
- Using Social Media in Business



(Recycle & pass on to a friend)

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Kalamazoo Community Education  
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