COMMUNITY COLLEGE OF ALLEGHENY COUNTY

COMMUNITY EDUCATION

SPRING 2020

Register & pay online at shopcommunityed.ccac.edu

CLASSES ENROLLING JANUARY THROUGH MAY 2020

LOOK INSIDE FOR:

Garden pg. 42
Pets pg. 55
Youth pg. 62

shopcommunityed.ccac.edu
About the Community College of Allegheny County (CCAC)

Since its founding in 1966, CCAC has flourished, becoming the educational powerhouse it is today—a nationally renowned two-year college dedicated to serving all members of the community. From groundbreaking student success initiatives to top-ranked academic and career-based programs, CCAC continues to be the college of choice for nearly one out of every three adults in Allegheny County.

Each year, more than 25,000 students enroll at CCAC, taking advantage of nearly 160 degree, certificate, diploma and transfer programs while thousands more access noncredit and workforce development courses. Comprising four campuses and four neighborhood centers as well as other off-site locations, including the Energy Innovation Center, CCAC is honored to have one of the largest veteran student populations in the state and takes pride in ranking among the nation’s top community colleges for the number of individuals graduating in nursing and the health-related professions. CCAC graduates have transferred to the nation’s most prestigious colleges and universities, have obtained the most academically challenging and competitive degrees, and can be found at leading companies, organizations and institutions throughout the country. CCAC alumni are actively engaged in every sector of society, providing leadership to scores of economic, scientific, civic and philanthropic entities both in the Pittsburgh region and around the world. Visit ccac.edu to learn more.
ACADEMIC PREPARATION

COLLEGE ESSAY WRITING WORKSHOP
The college essay is one of the first impressions an acceptance board will get of a student. In this workshop you will learn how to take all of your experiences and put them into an essay that is both personal and professionally impressive. The Common App will be utilized to help provide prompts for personal statements and essays.

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GRE (GRADUATE RECORD EXAMINATION) PREP
Prepare for the GRE—the standardized test required for admission to many graduate school programs—in a relaxed, small-group setting. Hone the verbal, math and analytical skills assessed by the exam and become familiar with the various types of exam questions as well as the exam format. Topics include a review of exam sections (verbal, quantitative, and analytical writing); test-taking skills and strategies; and improving verbal and quantitative reasoning, critical thinking and reading comprehension.

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SAT PREP—MATH & VERBAL
This 24-hour course is designed for high school students or anyone planning to take the Scholastic Achievement Test (SAT) or Pre-Scholastic Aptitude Test (PSAT) in preparation for college admission. The course includes careful analysis for completion of the sections on evidence-based reading and writing, writing strategies and tips for the optional essay, and a comprehensive review of algebra and advanced math with and without the use of a calculator. Test-taking strategies and time-saving techniques and practice tests are also included. A textbook is required and is not included in the cost of the course. Textbook is: “Barron's SAT Prep” Thirtieth edition (July 16, 2019) ISBN-13: 978-1506258027, ISBN-10: 1506258026.

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<td>Boyce</td>
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<td>South</td>
<td>YOU-635-1540</td>
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<td>West Hills</td>
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ARTS & CRAFTS

ABSTRACT PAINTING
Concerned and hesitant about painting for the first time? Have no fear! With shapes, colors and forms, learn how to make abstract art. Learn to embrace the art movement that turns heads with new imaginations of exciting colors and textures. Using basic acrylic colors, assorted brushes and a canvas, leave this class with a masterful depiction of the abstract movement. You will be proud of your creation.

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ACRYLIC PAINT SEASCAPES
Let’s paint the ocean and seascapes on canvases of your choice! In this course, you’ll need bottled acrylic craft paint or tube acrylic paint (if you want thicker texture), a variety of brushes, palette/foam plate, cup and paper towels. You can contact the instructor with any questions.

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ACTING—BASIC SKILLS FOR STAGE & FILM
Improve and expand your presentation skills, public speaking ability and ways to express yourself while you explore the fundamentals of the craft in a relaxed and supportive setting. Topics include physical and vocal techniques, method acting, improvisation, on-camera skills, audition technique, and ways to express spontaneous personal feelings. No previous acting course or experience required.
Paragon Studios YDD-101-1430 $79 6 Sessions
7:00PM–9:00PM W 3/4/20 Metzger

NEW! ALCOHOL INK ART
Alcohol Ink is a fun ‘new’ art that you can do on so many things—glass, tile and so much more. Come and see what it’s all about! We’ll ‘paint’ on ceramic tile, glass, switch plates, and many more things. We’ll discuss further items in class. You’ll need alcohol ink colors of your choice, rubbing alcohol, Q-tips, cotton balls, small spray bottle (or two), paper towels, foam tray/palette, a few small brushes and permanent markers.
West Hills Center YDA-701-1290 $39 1 Session
6:00PM–9:00PM T 2/25/20 Kirk

NEW! ART SUPPORT
This course will provide beginner artists feedback in painting while working on projects of their choice.
Ft. Couch Middle YDA-407-1550 $49 2 Sessions
6:00PM–9:00PM M 2/17/20 Kirk
South Campus YDA-407-1540 $49 2 Sessions
6:00PM–9:00PM M 5/4/20 Kirk

BASIC ACTING
Ever wanted to try breaking out of stage fright? This introductory course will challenge each student to find the actor that is in everyone. Through improvisational games, script reading, and confidence-building exercises, students will become comfortable speaking in front of others while exploring characters and earning an appreciation for the art of theatre in general, and the potential for acting specifically.
Allegheny Campus YDD-216-1210 $79 6 Sessions
6:30PM–8:30PM R 3/19/20 Perkins

BASIC BEADING TOOLS AND TECHNIQUES
If you’ve been at all curious about the variety of jewelry making items available and how to use them, then take this class! You’ll practice using crimp beads, jump rings, eye pins, etc. Great introduction to beading. A materials list will be sent prior to the first class. Supplies are additional cost.
North Campus YBB-001-1450 $69 4 Sessions
6:30PM–9:30PM M 4/6/20 Connors

BEGINNER’S GUIDE TO MODEL RAILROADING
All aboard the fascinating world of model railroading. Future model railroad engineers will learn the basics of scale, gauge, track and wiring. Followed by growing your railroad with structures and scenery. Finally, you will discuss where to purchase your RR equipment and where to find help. Students will visit the McKeesport Model RR Club.
South Campus YDA-068-1540 $69 1 Session
9:00AM–4:00PM S 2/22/20 Sharp

MODERN CALLIGRAPHY & LETTERING 1
This course teaches the art of modern calligraphy using a pointed pen. Students will learn about the tools and how to use them. We will learn basic strokes and progress to a full alphabet. We will also look at decorative elements to enhance your lettering and ways of applying your new skill to various projects. You will not need much equipment to create beautiful lettering and a detailed shopping list will be emailed to students prior to the first class. Some materials include a bottle of black ink, a pen holder and hunt 22 nib. Additional supplies will be discussed at the first class. Items can be purchased at most local arts and craft stores and online.
Allegheny Campus YDA-904-1210 $79 6 Sessions
6:30PM–8:30PM W 2/19/20 Browne
Boyce Campus YDA-904-1280 $79 6 Sessions
6:30PM–8:30PM W 2/19/20 Constantinides
Ft. Couch Middle YDA-904-1550 $79 6 Sessions
6:30PM–8:30PM M 4/13/20 Browne
North Campus YDA-904-1450 $79 6 Sessions
6:30PM–8:30PM M 2/17/20 Constantinides
West Hills Center YDA-904-1290 $79 6 Sessions
10:00AM–12:00PM F 2/21/20 Rasmussen

INTERMEDIATE CALLIGRAPHY
Are you ready to take your calligraphy to the next level? Would you like to develop your personal style? If so, this is the course for you. During this course, we will be looking at different tools and surfaces and different mediums to write with. We will cover brush pens, faux calligraphy and metallic inks as well as continuing with the pointed pen. You will need to bring your calligraphy tools which should include a straight and oblique pen holder, an assortment of pointed nibs, metallic inks and suggested surfaces to write on other than paper. A list of additional tools and materials will be emailed to you before the class starts and will include specific brush pens, metallic inks and suggested surfaces to write on other than paper.
Boyce Campus YDA-124-1280 $79 6 Sessions
6:30PM–8:30PM W 4/1/20 Constantinides
North Campus YDA-124-1450 $79 6 Sessions
6:30PM–8:30PM M 4/6/20 Constantinides
NEW! CANDLEMAKING
Are you a candle lover? For many, no cozy night at home is complete without a candle illuminating the room while filling it with a favorite seasonal scent. This course will provide students with an introduction to the art and science of candlemaking, and will leave them with the proper knowledge and resources to make safe, clean-burning, fragrant candles. Learn about all aspects of the process: proper wax and container selection, choosing the appropriate wick, and adding fragrances. Students will receive hands-on instruction with how to melt the wax, blend & add scents, pour candles, and finish for the perfect home scenting option. Students will go home with at least two candles each week. Materials are included in cost of the course.

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CANVAS & ACRYLIC PAINTING
Learn a variety of painting techniques, methods, and styles to decorate a canvas with acrylic paints. Each class, a new painting will be finished. Students will need to bring canvas, paints, and brushes to each class. Please call 412.788.7507 for a list of supplies.

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NEW! COLLAGE ART
Students will use recycled materials to create collages. Included in the course will be instruction in color, composition and technique. The instructor will present each week on the history of collage and various collage techniques. Bring your imagination. You will surprise yourself with the end result. Please call 412.788.7507 for a list of supplies.

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COLOR THEORY
This class is designed as a lecture to teach the basic principles of color theory, which can be applied to all types of work where color is used, such as floral design, knitting, paintings and home decorating. The main goal is to gain an understanding of how colors work together. After becoming familiar with the basics of the primary, secondary, tertiary and neutral colors, students will learn the various types of color harmonies and how to use these harmonies to their advantage.

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<td>Boyce Campus</td>
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COLOR THEORY—ADVANCED
This advanced color theory course is designed as a lecture/workshop series intended to go well beyond the basics of color mixing. We will learn how to apply the principles of intensity, value, shading, tinting, and temperature to achieve proper keying, lighting, depth, and mood. We will learn how to apply these principles to a limited palette and different types of media. *Color Theory* is required as a prerequisite.

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CROCHET 101
Learn how to create beautiful homemade items using the easy and fast craft of crocheting. Things such as the single crochet, double crochet, increasing, and decreasing will be covered. Please call 412.788.7507 for a complete supply list.

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DRAWING BASICS
This fundamental drawing course includes the topics of shape, light, line, value and perspective. With graphite and ink for its working media, this course is recommended for the beginner or anyone wanting to improve drawing skills. This course is a stepping stone in preparation for more advanced drawing classes. For the first class, students will need an 11x14” sketch pad, assortment of drawing pencils 6B-4H, vinyl and kneaded erasers, blending stump and photo (front view at least 3x5”). Other materials will be discussed at the first class.

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NEW! DRAWING BUILDINGS, BRIDGES & MORE WITH PERSPECTIVE
We’ll create artwork compositions with architecture using perspective/vanishing points to your advantage! Please bring a variety of drawing pencils, ruler, eraser (white and kneaded), (metal) pencil sharpener, drawing paper/notebook.

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Register online 24 hours a day at shopcommunityed.ccac.edu or by phone at 412.788.7546.
**DRAWING FOR BEGINNERS**
Anyone can draw. In this course the learner will be able to unlock the hidden ability to draw. It all begins with a line, and you will be able to draw single objects to highly detailed compositions. This class is a must for students who enjoy painting but feel they cannot draw.

South Campus  YDA-926-1541  $69  6 Sessions  
1:00PM–3:00PM  M  2/17/20  Estes

**DRAWING 2**
Are you ready to begin drawing where we left off? Now you know you can draw after completing the Drawing for Beginners course! Discover your ability to draw and shade the detailed compositions you desire to create while improving your drawing skills. All drawing artists and aspiring painters are welcome.

South Campus  YDA-213-1540  $69  6 Sessions  
1:00PM–3:00PM  Monday  4/6/20  Estes

**DRAWING IN BLACK & WHITE**
All skill levels welcome. Students will focus on increasing drawing skill using only black and white medium. Cost of supplies are additional.  Supplies required: Pencil—2B and 4B; Drawing Ink and pen, or Sharpie Marker—Black Fine Tip; Drawing Charcoal—Any type/Black; Paint—Acrylic/Black, Painting brush appropriate for acrylic, #10 Round. Other brushes are welcome. Nonporous mixing surface such as small ceramic/glass plate. Paper required: Draw paper over #60 Watercolor paper #140 or above. Both papers must be 9”x12” or larger.

North Campus  YDA-603-1450  $89  6 Sessions  
6:30PM-9:30PM  W  2/19/20  Giebel

**NEW! EGG (PISANKI) DECORATING**
Learn the old tradition of Slavic Easter egg decorating, Pisanki history, styles, how to prepare eggs and dyes, choose design, and decorate your long-lasting treasures. Sessions include different styles: Polish etched eggs, drop and pull method, Ukranian using dyes and wax, and three dimensional. You do not need to be an artist to enjoy this class.

South Campus  YDA-936-1540  $69  4 Sessions  
6:00PM–9:00PM  M  3/9/20  Herold

**NEW! EXPERIMENTAL PAINTING—STUDIO CLASS**
This course gives artists of all skill and experience levels various avenues to enhance their 2-Dimensional design through Experimental Painting Techniques. Multiple paint applications will be explored, including pour painting, mixed media assemblage, mechanical, and Unconventional/non-traditional. Students will also explore the different areas of Experimental painting through observing contemporary artists and trends working in this medium, including Callen Shaub, Carrie Moyer, Pat Stier, Mickalene Thomas, Shinique Smith, Gerhard Richter.

Allegheny Campus  YDA-706-1210  $79  6 Sessions  
7:00PM–9:00PM  W  2/26/20  Palermo

**NEW! EXPRESSIVE ACRYLICS**
Bring your expressive side to life with acrylics. Working from a still life, you will learn how to mix acrylic paints while bringing various techniques into your work. You will leave the class with the skills you need to create beautiful, vibrant expressionist paintings. This class is for the adventurous who want to have fun with color! This class is great for beginners or mid-level artists.

Allegheny Campus  YDA-405-1210  $69  4 Sessions  
10:00AM-12:00PM  R  3/5/20  Pierotti

**NEW! FACING THE ACRYLIC MEDIUM**
There are so many acrylic mediums on the market, that an artist can have a difficult time just choosing one. This class will introduce you to three mediums over the course of our time together. You will also learn various techniques that you can bring into your own work at home. In this workshop you will work from a portrait to create a textured, vibrant, expressionist, inspired painting. This workshop is for those who look to experiment with color, texture and form.

Allegheny Campus  YDA-406-1210  $79  5 Sessions  
10:00AM–12:00PM  R  4/2/20  Pierotti

**FLORAL DESIGN**
Students will learn floral design concepts, color coordination of silk, dried and fresh flowers. Go home with beautiful projects such as table centerpieces, wall and door decorations, swags, wreaths, etc. This informative hands-on training course may enable you to gain entry-level employment in a floral related job. Cost of extra materials will be discussed at the first class.

North Campus  YGA-332-1450  $89  6 Sessions  
6:30PM-9:30PM  T  2/11/20  Connors

**STUDENTS MUST BE 18 YEARS OF AGE TO ATTEND ANY CLASS THAT IS NOT A DESIGNATED YOUTH CLASS.**

For Community Education questions, call 412.788.7507.
FLORISTRY TRAINING NONCREDIT CERTIFICATE
Do you love flowers? Consider a career in the floral industry! This intensive 10-week entry level program will prepare you for the ever-growing, ever-exciting field of floral design. Students will learn the practices, concepts, and applications used in the floral industry in order to obtain the acquired knowledge and skills needed to ensure accessibility of employment within the floristry arena. Students will earn a Certificate of Attendance. Cost of materials is extra and will be discussed at the first class.

North Campus  YBB-005-1450  $249  10 Sessions
6:30PM–9:30PM  T  2/11/20  Connors

FLORAL TABLE ARRANGEMENT
Learn floral arranging basics for your favorite season with silk/artificial flowers. You'll make something beautiful for your table or for someone else. Call 412.788.7507 for supply list.

Canon McMillan HS  YGA-330-1594  $39  1 Session
6:00PM–9:00PM  W  4/8/20  Kirk

Ft. Couch Middle  YGA-330-1550  $39  1 Session
6:00PM–9:00PM  M  4/27/20  Kirk

North Campus  YGA-330-1450  $39  1 Session
6:30PM–9:30PM  M  3/16/20  Connors

GARDEN MOSAIC STEPPING STONE
Learn a little about mosaics while making a beautiful stepping stone for your garden or landscaping. Call 412.788.7507 for supply list.

South Campus  YDA-317-1540  $39  1 Session
6:00PM–9:00PM  T  5/5/20  Kirk

West Hills Center  YDA-317-1290  $39  1 Session
6:00PM–9:00PM  T  4/7/20  Kirk

INTRODUCTION TO DRAWING FROM STILL-LIFE—CAPTURING THE EVERYDAY
Anyone can learn to draw, given the right fundamentals. By the end of this course, students will have learned the basics of drawing in dry media—variety of line, mass, contour, cross-contour, reductive drawing, light and shadow, and values. Each session will also provide you with real-life examples of artist techniques, including an instructor demo. You will also give and receive supportive, constructive, peer-led feedback on student works at the end of each session.

Allegheny Campus  YDA-401-1210  $79  6 Sessions
6:30PM–8:30PM  M  2/17/20  Faculty

JEWELRY—POUNDING, STAMPING, WIRE-WRAPPING & TREE OF LIFE
Learn the details of jewelry pounding, stamping, name/letters/texture and layered metals. Learn different wire gauges and uses. Create multiple pieces of jewelry with these techniques and tools, including a Tree of Life Pendant. Please call 412.788.7507 for a list of supplies.

West Hills Center  YDA-354-1290  $69  3 Sessions
6:00PM–9:00PM  T  3/17/20  Kirk

KNITTING 1—BEGINNER
Learn the basics of knitting and discover a relaxing hobby you'll enjoy for a lifetime! Students will learn how to hold the knitting needles and learn about yarn and how to care for different yarn. This class progresses you through all the knitting basics such as, casting on, the knit stitch, the purl stitch, binding off, and combinations of both stitches. This class is taught in English-style knitting. Step-by-step, you will learn to build skills to learn how to confidently knit any beginner-level pattern. Class projects may include easy dishcloth samples, a scarf, wrist warmers, or a coffee cup cozy. Projects will be using basic stitch patterns, and simple color changes. Bring size US 8/5.0 mm knitting needles and worsted weight cotton yarn.

Boyce Campus  YBC-218-1280  $69  4 Sessions
6:00PM–9:00PM  R  2/20/20  Maguire-Haught

Ft. Couch Middle  YBC-218-1550  $69  4 Sessions
6:00PM–9:00PM  M  2/24/20  Maguire-Haught

North Campus  YBC-218-1450  $69  4 Sessions
6:00PM–9:00PM  W  2/26/20  Maguire-Haught

South Campus  YBC-218-1540  $69  4 Sessions
6:00PM–9:00PM  T  2/25/20  Maguire-Haught

INSTRUCTORS WANTED!
We're looking for enthusiastic, knowledgeable instructors to teach classes in a variety of subjects:
Business—Computers—Language—Dance—Fitness—General Interest
If you have professional and/or teaching experience in any of these fields, or new ideas you would like us to consider, email us at communityeducation@ccac.edu and we'll be happy to mail you a class proposal form.
KNITTING 2—ADVANCED BEGINNER (LACE, CABLES & CHARTS)
Go beyond the basics of knitting and continue to build confidence and add to your knitting knowledge! Students will learn how to read patterns, read charts, knit a variety of stitches such as increases and decreases, lace patterns, and basic cable patterns. Students will learn to knit in the round. Learn to fix mistakes and learn lots of tips and tricks. You will learn to build your skills to learn how to confidently knit many intermediate-level patterns. Class projects may include examples of intermediate dishcloths, scarves, wrist warmers, mittens, and hats. Projects will be using intermediate stitches and repetitive stitch patterns.
Bring size US 8/5.0 mm knitting needles and worsted weight cotton yarn.

**For Community Education questions, call 412.788.7507. Register & pay online at shopcommunityed.ccac.edu or by phone at 412.788.7546.**

**SPRING 2020 COMMUNITY COLLEGE OF ALLEGHENY COUNTY**

**KNITTING 2—ADVANCED BEGINNER (LACE, CABLES & CHARTS)**

**LANDSCAPE PAINTING**
Do you like happy trees and happy mistakes? Using acrylic paints, learn how to create beautiful landscapes. All you need is a canvas pad, assorted brushes and the basic colors of acrylic paints. This class will teach you color theory, the building of layers and colors, and techniques to create the amazing scenery you see every day. Create a landscape painting so professional you will want to hang it on your wall.

**NEW! MAKE YOUR OWN T-SHIRT QUILT**
Learn how to make a quilt out of all those t-shirts you cannot get rid of. Design and size of your quilt will be discussed, as well as how to stabilize, cut and assemble your shirts together, after which we will cover quilting and binding. Students should have basic sewing knowledge with the ability to sew a straight line. Bring your sewing machine to the second class. In addition to your shirts, additional supplies are required. Call 412.788.7507 for a supply list. For first class, bring your shirts washed with no fabric softener or dryer sheets.

**NEW! PAINTING BUILDINGS, BRIDGES & MORE WITH PERSPECTIVE**
In this course, you will create painted artworks of various architectural elements using perspective/vanishing points and maybe even a palette knife! Please bring a variety of brushes, paints, sizes of canvases of your choice, palette/foam plate, paper towels and a cup for water.

**ENROLL EARLY!**
The decision to offer a class is based upon enrollment approximately one week prior to the start of class. Don’t let your class be canceled.

For Community Education questions, call 412.788.7507.
NEW! PAINTING IN ACRYLICS
Students will focus on building and developing painting skills using acrylic paint. All skill levels welcome. Cost of supplies are additional. Required supplies: Acrylic paint: Cerulean Blue, Permanent Magenta, Cadmium Yellow Medium, Mars Black, titanium White. All other colors are welcome; the colors listed above are required to complete color-mixing exercises. Paint—Acrylic/Black; Painting brush appropriate for acrylic, #10 Round. Other brushes are welcome. Non-porous mixing surface such as ceramic/glass plate or plastic palette. Canvas paper—minimum size 9”x12”

North Campus YDA-604-1450 $99 8 Sessions
6:30PM–9:30PM R 2/13/20 Giebel

PAINTING IN OIL & ACRYLICS
This class is for the student who wants flexibility in individual projects ranging from oil painting to watercolors. The instructor works with each student based on the medium chosen.

Allegheny Campus YDA-010-1210 $99 8 Sessions
6:30PM–9:30PM W 2/19/20 Hartman

North Campus YDA-010-1450 $99 8 Sessions
9:00AM–12:00PM T 2/18/20 Hall

West Hills Center YDA-010-1290 $99 8 Sessions
1:00PM–4:00PM F 02/21/20 Rasmussen

POTTERY 1
This course will teach the beginning student the art of forming decorative and practical objects out of clay. Students will practice hand building and wheel throwing, creating unique and personal pieces for your home or gift giving. Cost includes one slug of clay, paints and glazes.

North Campus YDA-301-1450 $189 10 Sessions
6:30PM–9:30PM W 2/5/20 Lok-Tsang

North Campus YDA-301-1451 $189 10 Sessions
9:00AM–12:00PM W 2/5/20 Lok-Tsang

POTTERY 2
This course is for students who have completed Pottery 1. Become more proficient at hand building and wheel throwing to create unique and personal pieces for your home. Cost includes one slug of clay, paints and glazes.

North Campus YDA-303-1450 $189 10 Sessions
6:30PM–9:30PM M 2/3/20 Lok-Tsang
(No class March 30)

North Campus YDA-303-1451 $189 10 Sessions
6:30PM–9:30PM R 2/6/20 Lok-Tsang
(No class March 26)

PRESERVING YOUR STILL PHOTOS FOR THE 21ST CENTURY
Come and learn about what is necessary to take your old negatives, photographs and slides into a more modern digital format. We will cover scanning, improving and preserving your old still images. Topics include scanner types, file types and software choices available to the consumer for preservation of your family’s photographic history.

North Campus YBF-043-1450 $49 1 Session
6:30PM–9:00PM M 4/13/20 Bachman

QUILTED SEASONAL TABLE RUNNERS FOR SPRING & SUMMER
Brighten up your table for the seasons with colorful quilted table runners. You will make a table runner for the spring and summer season plus a bonus table topper for any season. This class is suitable for all skill levels of quilters. Cost of materials are extra and the student is responsible for purchasing supplies. A supply list will be sent prior to the start of class. Approximate supply cost is $50.

Piecing It Together YCF-004-1410 $49 3 Sessions
6:30PM–9:00PM W 3/18/20 McHenry

Piecing It Together YCF-004-1411 $49 3 Sessions
6:30PM–9:00PM W 4/15/20 McHenry

QUILTING 101
Are you ready to learn how to quilt? Learn everything from fabric selection to cutting, piecing, layering your work with backing and batting, machine quilting, and binding while making a 9-patch sample wall hanging. If you can operate a sewing machine and sew a quarter inch seam you are on your way to making a quilt. Supplies to purchase before class: 45mm rotary cutter, 6”x24” quilter’s ruler, 24”x36” self-healing cutting mat. Fabric can be purchased after the first class (approximately $75).

South Campus YCF-001-1540 $79 4 Sessions
6:30PM–9:00PM R 4/9/20 Harmon
(Bring your own machine)

QUILTING—IT’S NOT YOUR GRANDMOTHER’S DRESDEN PLATE
Grandmother’s Fan, Dresden Plate or Sunflower are names for this classic block. But does it really need to be a quilt block? Explore the possibilities of turning the Dresden petals into something more while learning to make this traditional block. This class is suitable for all skill levels of quilters. Cost of materials are extra and the student is responsible for purchasing supplies. A supply list will be sent prior to the start of class. Approximate supply cost is $25.

Piecing It Together YCF-003-1411 $39 1 Session
6:30PM–9:00PM W 4/8/20 McHenry

CHECK YOUR LOCATION DIRECTLY FOR WEATHER-RELATED CLOSURES.
SEWING—BEGINNING
Learn how to use a sewing machine and attachments, adapt patterns, and use various sewing techniques. Students complete at least one garment. Cost of materials is extra and will be discussed at the first class.
Canon McMillan HS  YCF-013-1594  $99  6 Sessions
6:30PM–9:00PM  M  3/2/20  Faculty (Bring your own machine)
Piecing It Together  YCF-013-1410  $99  6 Sessions
6:30PM–9:00PM  R  2/13/20  Jones
South Campus  YCF-013-1540  $79  4 Sessions
6:30PM–9:00PM  R  2/27/20  Harmon (Bring your own machine)

STOCK CARVING & CONSTRUCTION
Artistically recreate the stock piece for a long rifle which was typically used by the early frontiersman. This piece was often made of curly maple, with decorative inlays, and an integral, well-made patchbox that was built into the stock. In this class students will learn and employ basic silversmithing, wood carving, hornworking, leather working, engraving, and wood finishing skills as they design their own stock piece. During the production, which may require several semesters to complete, the student, is responsible for purchasing the necessary items (approximate cost $800).
USC Boyce Middle  YCE-069-1550  $229  12 Sessions
6:30PM–9:30PM  M  2/10/20  Blauch
USC Boyce Middle  YCE-069-1551  $169  6 Sessions
6:30PM–9:30PM  M  2/10/20  Blauch

WATERCOLOR PAINTING W/PEN & INK
Create some beautiful art by mixing watercolor painting with pen and ink from Micron pens. You will need: hot pressed/smooth watercolor paper, Micron pens of various sizes/thicknesses (only a few different sizes are needed. You can also, in a pinch, use an ultra-fine tip Sharpie, but there are not a variety of sizes of these). You'll need drawing pencils, white eraser, ruler, foam or plastic plate/palette, watercolor paints a variety of paint brushes, small to large, flat and round, cup for water, paper towels, newspaper to cover your surface, smock/shirt.
Allegheny Campus  YDA-702-1210  $59  3 Sessions
10:00AM–12:00PM  S  3/14/20  Kirk
Ft. Couch Middle  YDA-702-1550  $69  3 Sessions
6:00PM–9:00PM  M  3/16/20  Kirk

WATERCOLOR SILHOUETTES
Need a little art in your life? Want to create something beautiful to put in a picture frame? Using watercolor paints, an old toothbrush, and canvas paper learn to make starry nights and enchanting sunsets. With black paint you will create everything you need to complete an entire silhouette scene. With these classes, you will find the inspiration to make special art for those bare walls and tables.
South Campus  YDA-601-1540  $59  3 Sessions
6:00PM–8:00PM  R  4/23/20  Murphy

BUSINESS & ENTREPRENEUR
CAREER MOBILITY
Development is no longer optional; it is necessary to stay relevant in today's evolving workplace. In this class, you will learn how to enhance your skills and drive your career with relevant and unique techniques that focus on effective communication, leadership presence and numerous ways to execute better.
South Campus  YGA-337-1540  $39  1 Session
6:30PM–9:30PM  R  3/12/20  Loshelder

COMPUTER CLEAN UP/SECURITY
The internet is a great place to promote, but with it comes security issues. Learn to protect your computer, your information and your identity. This seminar will bring you up to date on the latest information on firewalls, anti-spyware, anti-spam and other programs you can use to keep your information safe.
Energy Innovation Ctr  YAI-819-5301  $49  1 Session
5:30PM–9:30PM  R  4/16/20  Polk

EVENT PLANNING
Discover the world of event planning. Learn the skills needed to become a successful event planner. Planning details of various types of events will be explored and students will have the opportunity to present their mock event for the class. The class will also go over budgets, project management, building customer relationships, and so much more. This class will also show you how to create your own event planning business and do the marketing for it. Learn from a certified event planner.
Allegheny Campus  YEB-380-1210  $79  5 Sessions
6:00PM–8:00PM  M  3/4/20  Monahan
North Campus  YEB-380-1450  $79  5 Sessions
6:30PM–8:30PM  W  2/26/20  Matt
West Hills Center  YEB-380-1290  $79  5 Sessions
6:00PM–8:00PM  W  4/8/20  Monahan

CURIOS ABOUT YOUR CLASS LOCATION?
The address for your class location is listed in the front inside cover of the catalog.
EXHIBIT & SELL YOUR PHOTOGRAPH
How does one go about marketing and selling photography? Discover what sells best, how to get wall space, printing and framing, and pricing are some of the topics covered in this workshop.

South Campus  YBF-504-1540  $39  1 Session
9:00AM–12:00PM  S  4/18/20  Bachman

FEAR OF PUBLIC SPEAKING
It’s been said that most people fear public speaking more than death. This class will help you enjoy life a little more, particularly when it comes to public speaking. Fear of Public Speaking is designed for business professionals who have the desire to take the next step toward a leadership position in their career, as well as for others who simply want to improve their presentation skills—whether for large audiences or small group settings. This class provides a fun, interactive environment that will help introverts, and even extroverts, overcome any personal reservations about talking in front of others.

Allegheny Campus  YAB-010-1210  $89  6 Sessions
6:30PM–8:30PM  T  3/17/20  Perkins

GOOGLE ANALYTICS
Who are your website visitors? What are they looking at? What keywords were used? Who are they demographically and what does that mean for your business? Google Analytics is a free service designed to help website owners improve their site. By incorporating techniques of search engine optimization, website owners can increase the number of visitors while encouraging existing customers to return. This course will introduce students to Google Analytics, explain the basics of search engine optimization and outline how the two can be used to help design a website that attracts attention.

Energy Innovation Ctr  YGA-039-5301  $49  1 Session
5:30PM–9:30PM  R  3/26/20  Polk

GRANT WRITING
Learn the process for successful grant writing. We’ll discuss how to identify resources and supports for proposal submission; the common grant application; how to write an effective executive summary; and outline a funder-approved evaluation segment.

Allegheny Campus  YGA-228-1210  $79  6 Sessions
6:00PM–8:00PM  M  2/24/20  Tamburri
Boyce Campus  YGA-228-1280  $79  6 Sessions
6:00PM–8:00PM  T  2/25/20  Tamburri

HANDS-ON SOCIAL MEDIA FOR BUSINESS WORKSHOP
Learn how to create an optimized your business presence on social media. Engage your current and potential customers through the use of Facebook, Twitter, Instagram and Pinterest. Students should have a Twitter, Facebook, Instagram, and Pinterest account set up prior to the class.

Energy Innovation Ctr  YAI-806-5301  $79  2 Sessions
5:30PM–9:30PM  R  4/2/20  Polk
South Campus  YAI-806-1540  $79  2 Sessions
6:30PM–9:30PM  M  4/13/20  Barton

HOW TO FINANCE REAL ESTATE PURCHASES
This course will explain various methods of funding single and multi-family real estate transactions and will be useful for both first-time home buyers and real estate investors. Students will learn about traditional and creative strategies for financing real estate. Also covered will be borrowing requirements, avoiding common mistakes, spotting rate trends and explanations of finance as it pertains to borrowing. Students who take this class will gain valuable insights that will be helpful whether the intent is to buy a home to live in or to buy for investment purposes.

Allegheny Campus  YGA-639-1210  $39  1 Session
7:00PM–8:30PM  W  4/15/20  Suchy
West Hills Center  YGA-639-1290  $39  1 Session
7:00PM–8:00PM  R  3/19/20  Suchy

HOW TO BECOME A PROFESSIONAL ORGANIZER
Learn how to develop your passion for organizing into a career. In this workshop, learn the steps required and skills needed to become a professional organizer.

Allegheny Campus  YGA-605-1210  $29  1 Session
6:30PM–7:30PM  R  3/5/20  Eisner

HOW TO START INVESTING IN REAL ESTATE
This course will introduce students to real estate investing and will cover how to buy, rehab, rent and sell. Students will learn the main strategies for getting into real estate investing for rehab or for rent. Also covered will be the fundamentals of financing, property selection, maintenance, marketing, area consideration, building types, tenants and contractors. Students who take this class will gain valuable insights that will help prevent costly mistakes.

Allegheny Campus  YGA-624-1210  $39  1 Session
7:00PM–8:30PM  W  4/12/20  Suchy
Boyce Campus  YGA-624-1280  $39  1 Session
7:00PM–8:30PM  R  3/12/20  Suchy
South Campus  YGA-624-1540  $39  1 Session
6:30PM–8:00PM  T  3/17/20  Suchy
West Hills Center  YGA-624-1290  $39  1 Session
7:00PM–8:30PM  M  3/23/20  Suchy

Register & pay online at shopcommunityed.ccac.edu or by phone at 412.788.7546.
SPRING 2020

HOW TO START A SMALL BUSINESS
In this 15-hour overview course students will learn the basics of what it takes to start a small business. Practical topics include the fundamentals of financing, laws and legal structures, marketing, selling skills, insurance, taxes and record keeping. Students will also learn about the personality of the successfully self-employed and gain links to resources that help small businesses succeed.

Allegheny Campus  XGA-121-1210  $119  5 Sessions  6:30PM–9:30PM  2/13/20  Mitchell
Ft. Couch Middle  XGA-121-1550  $119  5 Sessions  6:00PM–9:00PM  2/27/20  Wofford
North Campus  XGA-121-1450  $119  5 Sessions  6:30PM–9:30PM  W  2/19/20  Kasper
South Campus  XGA-121-1540  $119  5 Sessions  6:30PM–9:30PM  M  3/2/20  Wofford

I HAVE AN IDEA, NOW WHAT?
Turn your idea into reality. Using real life examples a patent attorney with over 25 years of experience will give students an overview of patents, trademarks and copyrights and how to protect their idea. If you are serious about moving forward with an idea of your own, this course is for you.

Allegheny Campus  YAI-083-1210  $39  1 Session  6:30PM–8:30PM  2/27/20  Porcelli

STEP UP TO LEADERSHIP WITH DALE CARNEGIE
Don’t supervise . . . superlead your team to breakthrough performance. Supervisors and managers who understand this simple truth and know how to implement it are the ones who create impact in today’s organizations. They develop high performance teams that get results because they know how to lead a team, not just manage it. When you finish this workshop, you will be able to: create a sense of direction for your team; lead by example; communicate with precision; be cool under pressure; resolve conflicts quickly before they affect the whole group; convert negativity into positive production; listen effectively; work smarter, not harder; delegate responsibility, authority and accountability; and give difficult feedback without creating resentment.

North Campus  YGA-628-1295  $199  1 Session  9:00AM–4:00PM  3/27/20  Faculty

INTRODUCTION TO THE ENNEAGRAM
Which one are you? Mediator? Perfectionist? Giver? Achiever? Individualist? Observer? Epicure? Protector? The Enneagram is a highly accurate tool that identifies our intuitive gifts, as well as how we see ourselves, how we view the world, what we seek, what we avoid, and how we use our defense mechanisms when we get triggered. Often we can recognize these in others before we see them in ourselves. Understanding our motivations and seeing our blind spots improves how we communicate, give and receive feedback, make decisions, resolve conflicts and be more productive. Please join us to learn about his powerful system.

Ft. Couch Middle  YEB-751-1550  $39  1 Session  6:30PM–9:30PM  M  3/2/20  O’Donnell

INTRO TO FACEBOOK FOR BUSINESS
Facebook is huge! As the largest social network in the world, it has more than 1.2 billion users, 62% log on a daily basis. However using Facebook for personal use is very different than using it for your business. Knowing how to use Facebook to maximize reach and return on investment isn’t necessarily second nature. Stumped? Then consider this course. We’ll teach you how to set-up your business page, create a content calendar, use the scheduling tool, create advertising, and read results, so you can optimize your business page and improve ROI. At the end of this course you will have the skills to use Facebook more effectively for your business.

Energy Innovation Ctr  YAI-817-5301  $49  1 Session  5:30PM–9:30PM  R  3/5/20  Polk

INTRODUCTION TO LIFE COACHING
A life coach helps a person identify where they are and where they want to be in various stages of life (family, relationships, career, finances, faith, etc.), and then utilizes a specific skill set and a structured conversation to close the gap between where they are and where they want to be. This course is designed to teach the basics of life coaching. Upon completion of the course the student will have a solid understanding of what coaching is (and is not), the shape of a coaching conversation and a working knowledge of the core competencies of coaching.

Allegheny Campus  YEB-376-1210  $69  6 Sessions  7:00PM–9:00PM  R  3/26/20  Gohn
North Campus  YEB-376-1450  $69  6 Sessions  7:00PM–9:00PM  M  2/24/20  Gohn

For Community Education questions, call 412.788.7507.
INVESTMENT PROPERTY—IS IT FOR YOU?
If you’re thinking about buying an investment property and making it work for you, learn from an expert what you need to consider before you make the decision to invest. Since not all investment properties are the same, it’s important to determine the location of the property, decide what type of property fits your strategy, calculate what assets you will need to handle the investment ups and downs, build the supporting cast you will need before and when problems arise, and understand how buying investment property is an entirely different experience than buying your primary residence. Get the facts before making the investment.

Ft. Couch Middle YGA-060-1550 $119 6 Sessions
6:30PM–8:30PM M 2/24/20 Pittman

NEW! INTRODUCTION TO PODCASTING!
In this course, Dannie De Novo, podcaster and President of Influencer Podcast Network, will lead students through an introduction to podcasting. The course will span four weeks and cover the concepts of topic selection, content creation for a specific audience, the podcast industry as a whole, and tools available to podcasters. This course is intended for those who are new to podcasting and interested in starting their own show or those who have begun podcasting and are looking for ways to better their performance and content.

Ft. Couch Middle YAI-151-1550 $69 4 Sessions
7:00PM–8:30PM R 2/27/20 De Novo

PLANNING & PROMOTING YOUR BUSINESS ON THE INTERNET
If you have a business and no website, or if you want to better your website, this course is a must to start that journey whether you have 50 employees or just one. Learn about the tools you need to launch on-line promotions that will drive prospective customers or clients to your website. In this workshop topics will include: website development stages; website costs; website templates; finding a web hosting service; considering affiliate programs; domain names; free website hosts; databases; business email; banners; measuring progress; hiring a website designer; and creating your own website.

Energy Innovation Ctr YGA-008-5301 $49 1 Session
5:30PM–9:30PM R 3/19/20 Polk

PROPERTY MANAGEMENT & LANDLORDING
Learn about the rights and responsibilities of renting and managing property. Students will explore legal topics that directly affect the management of residential or commercial properties. Topics covered include contracts, leases, rent collection, eviction, liability and safety, landlord tenant rights and notification of changes in services.

Allegheny Campus YGA-127-1210 $119 6 Sessions
6:30PM–9:00PM T 2/25/20 Janov
South Campus YGA-127-1540 $119 6 Sessions
9:30AM–12:00PM S 2/22/20 Pittman

SEARCH ENGINE OPTIMIZATION
Rank high in a global search. Bring in new business by increasing your website visibility through search engine results. Come to this seminar to learn online marketing strategies that will increase traffic to your website, factors that affect your search engine rankings and the impact of search technology on your bottom line.

Energy Innovation Ctr YAI-810-5301 $49 1 Session
5:30PM–9:30PM R 3/19/20 Polk

HOW TO SELECT HIGH QUALITY TENANTS & REDUCE LANDLORD STRESS
This course will teach present and future landlords how to reduce the risks of leasing rental units on their own and minimize the stress that comes from being a landlord and a property manager. Students will learn how to: screen rental applicants; properly review credit reports; encourage the strongest applicant to apply; increase the pool of applicants for each unit; resolve conflicts; and reduce the stress of property management.

Allegheny Campus YGA-608-1210 $39 1 Session
7:00PM–8:30PM W 3/25/20 Suchy

SPEAKING—SPEECHES, INTERVIEWS, MEETINGS & MORE
Are you trying to gain the interview skills for college, business, and beyond? What does your body language say about your personality? Are you a business professional who has the desire to take the next step toward a leadership position in their career? Do you want to improve your presentation skills for school or employment purposes? Role-playing, speech development, presentation and mock scenarios will help develop a well-rounded view of public speaking no matter the forum: interviewer, interviewee, presentation, webinar and beyond.

Ft. Couch Middle YAB-306-1550 $89 7 Sessions
7:30PM–9:00PM R 2/20/20 Sewchok

CLASS FILLED?
Additional sections of a class can be scheduled when the class is filled. We can place your name on a waiting list.
STARTING A CONSULTING BUSINESS
Learn how to step a consulting practice based on your specific skill set and knowledge. We’ll also discuss finances and how to market you consulting business.
Allegheny Campus YGA-090-1210 $39 1 Session
6:30PM–9:30PM R 3/12/20 Boyd

STARTING A DIY etsy business
Learn how to set up your own DIY business on Etsy! Students in this course will gain a basic grasp of using Etsy from creation of a site to maintaining a successful shop.
Allegheny Campus YCH-917-1210 $49 2 Sessions
9:00AM–12:00PM S 3/14/20 Dadey
Ft. Couch Middle YCH-917-1550 $49 2 Sessions
6:30PM–9:30PM M 3/9/20 Faculty
North Campus YCH-917-1450 $49 2 Sessions
6:30PM–9:30PM W 4/1/20 Faculty

New! Step out from behind the curtain—let people see you!
Remember the Great Wizard behind the curtain in the Wizard of Oz? Is that you? Are you as visible as you should be with your business? Do you struggle with how to be more active on social media? Do you have trouble explaining what exactly you do? If so, this presentation will benefit you and give you some action steps to implement today! Learn different types of social media and posts you can use to increase your presence. Discover new ways to network and meet the ‘right’ audience you are looking for to make that sale. Explore some other ways to get your name and face in front of people to increase your visibility. Remember your network influences your net worth.
South Campus YEB-970-1540 $39 1 Session
6:30PM–9:30PM T 4/28/20 Galloni

The Business of Blogging
Blogging has become big business and some bloggers are reporting six-figure incomes. How do bloggers become entrepreneurs and turn their blogs into profitable businesses? In this course bloggers will learn simple and creative ways to market and monetize their blogs—whether they are novices looking for extra income or pros who want to increase revenue and go to the next level. Topics include promoting a blog and building an audience; staying true to a voice; marketing through social networking sites such as Facebook, Twitter, Pinterest, and Tumblr; using Google Analytics; writing a media kit; and numerous methods to make money, including Google’s AdSense and merchandising.
Allegheny Campus YGA-038-1210 $69 4 Sessions
6:00PM–9:00PM W 4/1/20 Faculty
North Campus YGA-038-1450 $69 4 Sessions
6:00PM–9:00PM M 3/30/20 Faculty
South Campus YGA-038-1540 $69 4 Sessions
6:30PM–9:30PM W 3/18/20 Misra

Voiceover Acting
Learn about voiceovers and their many applications in radio, television, films, documentaries, audio books, training and educational materials, etc. Topics include various types of voiceover narration, vocal improvement techniques, pronunciation and enunciation, reading lines and scripts, accent and character voices, and commercial voiceover opportunities. The process of making demo recordings and finding casting agents will also be discussed.
Allegheny Campus YGA-029-1210 $139 5 Sessions
6:30PM–9:30PM W 3/25/20 Bailey
North Campus YGA-029-1450 $139 5 Sessions
6:30PM–9:30PM W 2/26/20 Bailey

New! Wedding Planning Career Introduction
The study material for this course is specifically designed to be an introduction to wedding planning and help the individual decide if the career is the right choice for them. In addition to making wedding dreams come true, wedding planners can save couples time, money and how to avoid those costly planning mistakes. Students will understand exactly what is needed to enter into the ever-evolving world of the wedding industry. Overviews of basic skills needed; how to begin a business; tips on advertising, marketing, interviewing clients, budgeting and much more will be discussed. Students will be presented a Certificate of Training for this Introductory Course by a Master Wedding Planner of the Association of Bridal Consultants.
West Hills Center YBB-008-1290 $59 3 Sessions
6:00PM–8:00PM M 3/2/20 Monahan

Five Ways to get your company to send you to a course:
• Ask. A verbal request is often all it takes. A written memo is even better.
• Show the catalog. Get them to read it. Attach it to your memo.
• Stress the benefits. Workshops can help you stay fired up and ready for new challenges.
• Emphasize the convenience.
• Compare the price. Your supervisor will be pleased to know they are paying a little and getting a lot.
Does your employer provide tuition assistance?
Many do! Your organization may encourage furthering your education by offering full or partial tuition assistance. Check with your Benefits Office today.
COMPUTER SOFTWARE & TECHNOLOGY

ACCESS WORKSHOP 1
In this six-hour course learn the basics of Microsoft Access, including creating a database, entering data, editing data, saving and printing a database. Topics will include basic creation, editing and navigating of records, basic users of tables, queries, forms, reports and a basic introduction to database structure.

South Campus   YAI-401-1540   $99   1 Session
9:00AM–4:00PM   S   3/7/20   Sharp

NEW! BECOME A YOUTUBER
Adults have hobbies and many may want to know how to make these hobbies into a YouTube channel. This class will focus on how to create the content and how to capture it best, depending on the audience. We will cover how to tell your story, how to film on a budget and still make it look and sound good, how to edit and ideas for finding your audience.

South Campus   YAI-297-1540   $79   6 Sessions
9:00AM–11:00AM   S   2/15/20   Brant

BUILDING A WEBSITE USING WIX
In this course, students will learn how to create a custom website using Wix, a cloud-based web development platform. Through instructor-led tutorials and hands-on experiences, students will create a website to meet their individual or business needs, such as an online store, digital portfolio, wedding website, etc. Lessons will help students make a functioning and user-friendly website, design with the audience in mind, create pages and subpages, format, and add multimedia. Each student can expect to end the course with a custom, active website that fits their individual needs.

South Campus   YAI-310-1540   $79   6 Sessions
7:00PM–9:00PM   M   2/24/20   Barton

All Microsoft Office classes (Word, Excel, Access and PowerPoint) use Microsoft Office 2016 or newer software. Students are strongly encouraged to bring a flash drive to class to save their documents. Textbooks may be required for some computer classes.

CELL PHONE SECURITY
Smartphones have become a vital part of people’s lives due to the instant access and convenience. Cell phone security is an ongoing issue as our phones have become more advanced on what they can do. This workshop is designed to provide an overview and understanding of how to protect yourself against wireless threats. We will discuss password protection, what algorithm is most efficient and cell phone security to help protect against potential attackers. We will also cover real life descriptions that will have participants actively engage in conversation and assist in making strategic decisions in regards to cell phone security.

Braddock Hills Center   YAI-138-1230   $39   1 Session
6:00PM–9:00PM   T   3/10/20   Faculty

West Hills Center   YAI-138-1290   $39   1 Session
6:00PM–9:00PM   T   3/24/20   Harmon

COMPUTER EMPLOYABILITY SKILLS
This class is for those who want to better prepare themselves for office employment by learning the skills that employers want. This class covers Microsoft Word, Excel and PowerPoint to provide experience in document formatting, record management, tracking business expenses, proofreading and office procedures. Students will increase their keyboarding skills. Job-hunting tips also will be included.

Allegheny Campus   YEB-172-1210   $99   1 Session
9:30AM–4:00PM   F   2/21/20   Stiner

Boyce Campus   YEB-172-1280   $99   4 Sessions
6:30PM–9:30PM   W   3/18/20   Marino

South Campus   YEB-172-1540   $99   4 Sessions
6:30PM–9:30PM   T   2/25/20   Meador

West Hills Center   YEB-172-1290   $99   4 Sessions
6:30PM–9:30PM   R   3/5/20   Janosko

COMPUTER PRIVATE TUTORING
Need help with a specific program or project? Sign up for this unique computer class that allows students three hours of one-on-one instruction with a computer instructor in CCAC computer labs. Software that could be worked on includes Microsoft Office, Word, Excel, Access, PowerPoint, Quickbooks, the Internet and Outlook email. Students will be contacted to set-up your specific tutoring time after registering for class.

Allegheny Campus   YAI-101-1210   $99   1 Session
Boyce Campus   YAI-101-1280   $99   1 Session
West Hills Center   YAI-101-1290   $99   1 Session

Register & pay online at shopcommunityed.ccac.edu or by phone at 412.788.7546.
EBAY AUCTION WORKSHOP
Learn the basics of auctioning those items you have wanted to sell using scanned or digital pictures in this workshop. Topics include setting up an eBay Sellers Account, uploading and downloading images, working with digital images, using search terms to optimize your sales, basic eBay policies, item pricing and bidding, auction optimization strategies and more. Since you will actually auction off and bid on items, you must have an internet account, email address, and an active eBay registration.

North Campus  YAI-063-1450  $99  1 Session
9:30AM–4:00PM  F  3/6/20  Ray
South Campus  YAI-063-1540  $99  1 Session
9:30AM–4:00PM  S  3/14/20  Parsons

EXCEL WORKSHOP 1
In this six-hour course learn the basics of Microsoft Excel, including creating, editing, saving and printing spreadsheets. Topics include formatting labels, values, formulas, functions, relative and absolute cell references, formatting and charts.

Allegheny Campus  YAI-306-1210  $99  1 Session
9:30AM–4:00PM  S  2/22/20  Harmon
Braddock Hills Center  YAI-306-1230  $99  1 Session
9:00AM–4:00PM  F  3/6/20  Faculty
Boyce Campus  YAI-306-1280  $99  1 Session
9:30AM–4:00PM  F  3/20/20  Glick
Homewood-Brushton Ctr  YAI-306-1240  $99  1 Session
9:00AM–4:00PM  F  3/13/20  Faculty
North Campus  YAI-306-1450  $99  1 Session
9:00AM–4:00PM  S  2/14/20  Meador
South Campus  YAI-306-1540  $99  1 Session
9:00AM–4:00PM  S  3/21/20  Bickerton
West Hills Center  YAI-306-1290  $99  1 Session
9:00AM–4:00PM  S  2/15/20  Janosko

EXCEL WORKSHOP 2
Now that you know the basics of Excel, learn some of the more advanced features of including creating and using pivot tables and excel macros in spreadsheets; linking Formulas and working with multiple worksheets; creating and using databases and outlines; and using data analysis tools, 3-D cell references and tracing formulas.

Allegheny Campus  YAI-160-1210  $99  1 Session
9:00AM–4:00PM  S  2/22/20  Janosko
South Campus  YAI-160-1540  $99  1 Session
9:00AM–4:00PM  S  4/4/20  Marino

ABOUT OUR COMPUTER LABS
Our labs use the Windows Operating System and Office 2016. The skills taught in these classes are also applicable for users of older Office Suite versions though a few features may not be available in the older applications. Students are encouraged to use USB-style flash or thumb drives in our computer labs as a method of saving or backing up their work.

EXCEL EXTRA
In this class students will learn some of the more advanced features of Excel including creating and using pivot tables and excel macros in spreadsheets; linking Formulas and working with multiple worksheets; creating and using databases and outlines; and using data analysis tools, 3-D cell references and tracing formulas.

EXCEL—CREATING CHARTS
Really want to make an impact with your chart, or looking for ways to present charts? Learn how to create a chart that will make an impact on any presentation. This course will explain the use of colors in charting, how to change grid values, proper use of a 3-D charts and customizing charts.

EXCEL—FORMULAS
Learn how easy it is to let your computer do the math. This program will look at how to automate work with various formulas. Discussed in this program will be autosum, PMT, vlookup, if statements and more.

EXCEL PIVOT TABLES
In this workshop, learn how to use Excel pivot tables. This useful feature will help you to summarize, analyze and present your data.

For Community Education questions, call 412.788.7507.
FORMAT DOCUMENTS LIKE A PRO
Whether you’re writing a report for class or work, learn the tricks that documentation writers use. Microsoft Word’s advanced features allow you to automate the formatting to create professional looking documents. Focusing on readability and document design, we will explore how to use styles, tabs, references, fields, page layout, sections, and more to create amazing documents. A basic understanding of MS Word is required. Students are encouraged to bring an existing document to class to format.

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GOOGLE DRIVE
What is Google Drive? Learn how to use all of the functionality that Google Drive has to offer. In this class you will learn how to use Google Docs for document creation and editing as well as online file storage.

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I HAVE A COMPUTER...NOW WHAT?
This 15-hour beginner course is targeted to computer novices who need help setting up and running their computers to enter or re-enter the job market. In this no-stress class, students will learn the basics of using a computer: how to use a mouse, how to use the Desktop, how to start a software program and how to install software. In addition, learn about working within a Windows environment, file management, online help options, using Microsoft Word to create documents and using Microsoft Excel to create simple spreadsheets. The use of email and the Internet will also briefly be discussed.

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INTERNET SAFETY
Identity theft, email scams, and online shopping can all be sources of danger for the growing world of the internet. This class will help you navigate the threats that are posed by creating strong passwords, recognizing phishing scams, and maintaining online anonymity.

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NEW! INTRODUCTION TO PODCASTING I
In this course, Dannie De Novo, podcaster and president of Influencer Podcast Network, will lead students through an introduction to podcasting. The course will span four weeks and cover the concepts of topic selection, content creation for a specific audience, the podcast industry as a whole and tools available to podcasters. This course is intended for those who are new to podcasting and interested in starting their own show or those who have begun podcasting and are looking for ways to better their performance and content.

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MICROSOFT EXCEL
This 15 hour course will introduce the student to Excel (electronic spreadsheets) terminology, creating worksheets and workbooks, entering data, saving files, printing files, labels, the use of formulas and functions, copying formulas and functions, and formatting text, numbers, rows and columns. Topics will also include creating formatting and using charts and creating, sorting and entering data lists.

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MICROSOFT OFFICE
This 15-hour course will introduce the main features of the four Microsoft Office components and how they can be used together for enhanced performance. Learn to create, copy, save edit, and format documents in Word; create formulas and functions, format, build and edit worksheets and work with charts in Excel; create and edit databases, develop forms and reports and use sorts and filters in Access; and create, format, modify and enhance PowerPoint presentations.

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ENROLL EARLY!
The decision to offer a class is based upon enrollment approximately one week prior to the start of class. Don’t let your class be canceled.
# SPRING 2020

## PHOTOSHOP ELEMENTS
This 15-hour course provides a foundation in digital photography useful in editing digital images for flyers, brochures, email or websites. Learn to crop and improve digital images. File compression will be demonstrated.

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## PHOTOSHOP ELEMENTS WORKSHOP
In this six-hour workshop, learn how computer images are created, modified and prepared for primary use in multimedia, graphics arts and print applications. Students will create, capture, manipulate and combine images, as well as create stunning effects with a variety of filters.

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## PHOTOSHOP FOR BEGINNERS
In this introductory course, you will learn the essentials of the software, while familiarizing yourself with Photoshop's tools and basic functions for editing and retouching your photos. Learn to modify images with filters, effects, and color adjustments, and combine them with layering tools. This course is designed to help you become more proficient in the use of Adobe Photoshop to manipulate your own photographs and images.

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## POWERPOINT WORKSHOP 1
In this six-hour workshop learn the basics of Microsoft PowerPoint presentation software. Create, edit, enhance and customize presentations. Topics include adding and formatting text and graphics, use of design templates, working with slides and their various views and various ways to print the presentation.

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## CHECK YOUR LOCATION DIRECTLY FOR WEATHER-RELATED CLOSURES.

## QUICKBOOKS WORKSHOP
This six-hour workshop will provide an introduction to QuickBooks. It includes setting up a new company, working with a chart of accounts, working with business forms, banking and billing activities, generating reports, creating budgets and protecting your data.

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## QUICKBOOKS I
This 15-hour Quickbooks course is designed for the small to midsized business owner who enjoys Quicken's ease of use but prefers a more traditional approach to accounting. Learn how to set up a chart of accounts; reconcile your checking account; create and print invoices, receipts and statements; track your payables; inventory and receivables; create estimates and general reports.

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## SMARTPHONES—HOW TO USE THEM
Smartphones offer the features you need to manage the myriad details of your life whether that includes scheduling business meetings, tracking your family's schedule, reading email, or surfing the web. Learn how your smartphone can help you streamline, organize and enrich your life. The course covers Android, Windows and iPhone functions and apps.

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## NEW! STREAMING 101
Overwhelmed by the choices for music and video streaming services? Do you want to better understand Netflix, Spotify, Hulu, Pandora and others? This workshop will help you decide which platform best serves your needs, as well as outline the deals and specials you can set up with these services. No current subscriptions required.

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## CLASS FILLED?
Additional sections of a class can be scheduled when the class is filled. We can place your name on a waiting list.

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For Community Education questions, call 412.788.7507.
NEW! USING THE CLOUD TO STORE & ORGANIZE YOUR LIFE
Organizing your phone’s photos, calendar, and contacts is easier than you might think. With everything in the Cloud, you can access all of these things from any Mac or PC, if you know how to do it. This course will cover the basics using your own devices to make the Cloud a useful tool, instead of something you don’t understand.

Allegheny Campus YAI-350-1210 $39 1 Session
6:30PM–9:30PM  R 3/12/20 Harmon
West Hills Center YAI-350-1290 $39 1 Session
6:30PM–9:30PM  R 3/19/20 Harmon

WINDOWS 10
Learn the new functions and fundamental basics of Windows 10. Upgrade and update your Windows skills!

Allegheny Campus YAI-404-1210 $39 1 Session
6:30PM–9:30PM  W 2/26/20 Harmon
Boyce Campus YAI-404-1280 $39 1 Session
6:30PM–9:30PM  T 2/25/20 Marino
South Campus YAI-404-1540 $39 1 Session
6:30PM–9:30PM  R 3/26/20 Faculty

WORD & EXCEL—LEVEL 1
Need to learn Word and Excel for work? Do you just want to use great looking documents for your home use or calculate your household expenses? Find the most useful aspects of both Word and Excel, including adding formulas, graphics, photos, formatting, sorting, how to use them with email and the Internet and much more.

South Campus YAI-827-1540 $69 3 Sessions
6:30PM–8:30PM  R 3/5/20 Marino

WORD & EXCEL—LEVEL 2
Once you’ve completed Level 1, or have some of the basics down from experience, discover more about Word & Excel. With Word, we’ll look at themes, bullets and tables. In Excel, you’ll learn more about formulas, charts and more.

South Campus YAI-828-1540 $69 3 Sessions
6:30PM–8:30PM  M 3/30/20 Marino

INSTRUCTORS WANTED!
We’re looking for enthusiastic, knowledgeable instructors to teach classes in a variety of subjects:
Business—Computers—Language—Dance—Fitness—General Interest

If you have professional and/or teaching experience in any of these fields, or new ideas you would like us to consider, email us at communityeducation@ccac.edu and we’ll be happy to mail you a class proposal form.

WORD WORKSHOP 1
In this six-hour workshop, learn the basics of Microsoft Word, including creating, editing, saving, and printing documents. Topics include, entering and editing text, copying, cutting and pasting text, formatting fonts, lines and paragraphs, margins, tabs, indents, bullets, page breaks, use of the thesaurus and the spelling and grammar checker.

Allegheny Campus YAI-202-1210 $99 1 Session
9:00AM–4:00PM  S 2/8/20 Janosko
Braddock Hills Center YAI-202-1230 $99 1 Session
9:00AM–4:00PM  M 2/17/20 Stiner
Boyce Campus YAI-202-1280 $99 1 Session
9:00AM–4:00PM  S 2/22/20 Stiner
West Hills Center YAI-202-1290 $99 1 Session
9:00AM–4:00PM  S 3/7/20 Harmon

IPAD BASICS
This course for all age groups is a basic, step-by-step instruction on how to utilize the iPad’s functionality in a short amount of time. There will be straight-forward hands-on examples on how to do email, search the Internet, utilize pre-installed apps as well as download awesome free apps.

Boyle Campus YAI-043-1280 $39 1 Session
9:00AM–12:00PM  T 3/3/20 Faculty
South Campus YAI-043-1540 $49 2 Sessions
9:00AM–12:00PM  M 3/16/20 Krall-Arrigoni
West Hills Center YAI-043-1290 $39 1 Session
9:00AM–12:00PM  S 3/28/20 Harmon

DANCE
BACHATA DANCING
This course will teach students how to dance Bachata. Bachata is a social dance that started out in the Caribbean and is now danced all over the world. Bachata is the second most commonly danced style in Latin clubs in the Pittsburgh area (Salsa is the first). People who learn to dance often describe it as a life changing experience, and Bachata is an excellent starting point for getting into social dancing because it is one of the easier dance styles to learn. There is somewhere to dance Bachata, even if you do not have a partner, almost every night of the week in the Pittsburgh area. Most of the venues are attended by people of all ages, so this is a great way to meet new people. No partner is necessary for this class.

Allegheny Campus YDB-322-1210 $49 1 Session
7:00PM–8:30PM  W 3/18/20 Suchy
DRIVER EDUCATION
Successful completion of the course may result in a short-term benefit of reduced insurance premium. The long-term benefit is the development of safe driving habits that will last a lifetime.

INTERNET THEORY COURSE
Online—Classroom Theory Instruction via CCAC Blackboard
Course will include skills and applications, projects, video, chapter, unit and final exam. Registrants will receive log in information prior to start date. If you do not receive your log in information call 412.788.7507. Students will have 24/7 access to the course via CCAC website via blackboard. REQUIRED TEXTBOOK: “Drive Right,” 11th Edition published by Pearson is the required text. Texts may be purchased through Pearson www.pearsonschool.com—“Drive Right” 11e student edition soft cover, ISBN 10:0133672662/ISBN13:9780133672664 or through any reputable online source. Cost of the textbook is in addition to tuition and fees. Students do not need to purchase the workbook. Students do not need to be online at a specific time but all course work must be completed by the last day of scheduled class.
YOU-820-1400 2/3/20–2/28/20 $99
YOU-820-1401 3/2/20–3/31/20 $99
YOU-820-1402 4/2/20–4/30/20 $99
Lessons posted: Tuesday/Thursday

PRACTICE DRIVING
You will be contacted by a Rogers School of Driving instructor approximately one week to ten days after the session start date to schedule the six hours of instruction behind the wheel. Student will meet the driving instructor at the campus location they register for. Student must have a valid permit. Under 18 years of age must have parent/guardian authorization.
* Those students taking the operator driver’s licensing exam must take the exam at Rogers School of Driving, 4590 McKnight Road, Pittsburgh, PA 15237. Student must make arrangements themselves to get to Rogers School of Driving for licensing exam.
* * If you need to cancel your driving appointment, you must call 412.931.9000 at least 48 hours in advance of your appointment. Any cancellation without 48 hours’ notice is subject to a $35 cancellation fee. Rogers School of Driving office is closed on Saturday and Sunday, weekends are excluded.

CCAC NORTH CAMPUS
8701 Perry Highway, Pittsburgh, Pa 15237
Driving Instruction (in the car) six hours behind the wheel/ by appointment
YOU-030-1450 2/3/20–2/28/20 $425
YOU-030-1451 3/2/20–3/31/20 $425
YOU-030-1452 4/1/20–4/30/20 $425
YOU-030-1453 5/1/20–5/29/20 $425
Driving Instruction (in the car) six hours behind the wheel/ by appointment plus the operator driver's licensing exam*
YOU-294-1450 2/3/20–2/28/20 $529
YOU-294-1451 3/2/20–3/31/20 $529
YOU-294-1452 4/1/20–4/30/20 $529
YOU-294-1453 5/1/20–5/29/20 $529

CCAC SOUTH CAMPUS
1750 Clairton Road, West Mifflin, Pa 15122
Driving Instruction (in the car) six hours behind the wheel/ by appointment
YOU-030-1540 2/3/20–2/28/20 $425
YOU-030-1541 3/2/20–3/31/20 $425
YOU-030-1542 4/1/20–4/30/20 $425
YOU-030-1543 5/1/20–5/29/20 $425
Driving Instruction (in the car) six hours behind the wheel/ by appointment plus the operator driver’s licensing exam*
YOU-294-1540 2/3/20–2/28/20 $529
YOU-294-1541 3/2/20–3/31/20 $529
YOU-294-1542 4/1/20–4/30/20 $529
YOU-294-1543 5/1/20–5/29/20 $529

CCAC ALLEGHENY CAMPUS
800 Allegheny Avenue, Pittsburgh, Pa 15233
Driving Instruction (in the car) six hours behind the wheel/ by appointment
YOU-030-1210 2/3/20–2/28/20 $425
YOU-030-1211 3/2/20–3/31/20 $425
YOU-030-1212 4/1/20–4/30/20 $425
YOU-030-1213 5/1/20–5/29/20 $425
Driving Instruction (in the car) six hours behind the wheel/ by appointment plus the operator driver’s licensing exam*
YOU-294-1210 2/3/20–2/28/20 $529
YOU-294-1211 3/2/20–3/31/20 $529
YOU-294-1212 4/1/20–4/30/20 $529
YOU-294-1213 5/1/20–5/29/20 $529

CCAC BOYCE CAMPUS
595 Beatty Road, Monroeville, Pa 15416
Driving Instruction (in the car) six hours behind the wheel/ by appointment
YOU-030-1280 2/3/20–2/28/20 $425
YOU-030-1281 3/2/20–3/31/20 $425
YOU-030-1282 4/1/20–4/30/20 $425
YOU-030-1283 5/1/20–5/29/20 $425
Driving Instruction (in the car) six hours behind the wheel/ by appointment plus the operator driver’s licensing exam*
YOU-294-1280 2/3/20–2/28/20 $529
YOU-294-1281 3/2/20–3/31/20 $529
YOU-294-1282 4/1/20–4/30/20 $529
YOU-294-1283 5/1/20–5/29/20 $529

REQUIREMENTS Satisfactory completion of a driver program requires a minimum of 30 hours of classroom instruction and six hours of practice driving. Students should register for both the classroom and practice driving instruction. However, a student may register for only the classroom instruction or practice driving instruction if he/she desires.

ELIGIBILITY Students must secure a learner’s permit issued by the Commonwealth of Pennsylvania during classroom instruction before they will be permitted to participate in the driving components of the program. CCAC will not be responsible for tuition refunds if students do not secure a learner’s permit during the semester in which they are registered.

SATISFACTORY COMPLETION Students will receive a certificate from the College to verify satisfactory completion of the driver education program.

For Community Education questions, call 412.788.7507.
NEW! CHARLESTON & FLAPPER JAZZ
Flappers of the 1920s were known for their energetic freedom. Popularity for jazz music and jazz clubs exploded in the 20s as well. Jazz dance was born, including the Charleston, which became popular in 1923 from a tune called The Charleston by composer/pianist James P. Johnson. Come join us and learn the basic steps of these dances and create some jazz routines and a lot of fun.

Ft. Couch Middle  YDB-043-1550  $69  7 Sessions
7:30PM–8:30PM  M  2/24/20  Sewchok

HOW TO DANCE ANYWHERE, TO ANY MUSIC
This course will teach students how to dance in nightclubs, at formal events and anywhere else there is music. Learn the foundational steps, techniques, body isolations and musicality of dancing that can be used across 30+ styles of partner dancing, as well as solo freestyle and line dancing. Nearly all of the content will be suitable both for dancing alone or dancing with a partner and students will rotate partners as is common in social dancing. No partner necessary for this dance class.

Allegheny Campus  YDB-316-1210  $39  1 Session
7:00PM–9:00PM  W  3/4/20  Suchy
South Campus  YDB-316-1540  $39  1 Session
6:30PM–8:00PM  T  3/10/20  Suchy

BALLROOM—BEGINNING
Ballroom dancing is elegant, beautiful and dramatic, each dance with its characteristic style. Learn the Waltz, the granddaddy of all ballroom dances; the foxtrot, the dance of Fred Astaire and Ginger Rogers; the tango, a fiery and dramatic dance; the Viennese waltz, a whirling, thrilling dance dating back to the early 1700s in Europe; and finally, the ever popular Swing. Dances may vary by location.

Canon McMillan HS  YDB-101-1594  $99  8 Sessions
7:00PM–9:30PM  M  2/24/20  Sanders
North Campus  YDB-101-1450  $79  8 Sessions
6:30PM–8:00PM  F  2/14/20  Faculty
South Campus  YDB-101-1540  $79  8 Sessions
7:00PM–8:30PM  M  2/24/20  Cantrell

BALLROOM, SWING & LATIN
Both beginning to intermediate levels are covered in this class. Included are fox trot, swing, waltz, cha-cha, salsa, merengue, tango, rumba and polka.

Allegheny Campus  YDB-110-1210  $79  8 Sessions
7:00PM–8:30PM  R  2/27/20  Farrar

REGISTER ONLINE 24 HOURS A DAY AT SHOPCOMMUNITYED.CCAC.EDU

CCAC DOES NOT GUARANTEE A PARTNER FOR ANY OF OUR DANCE CLASSES.

DANCING AT WEDDINGS & PARTIES
Learn wedding dances such as the macarena, polka, electric slide, hully gully, basic swing, basic cha-cha and other dance steps. Pull a mate off the couch or out of the kitchen or bring a friend. Come have fun and get ready to dance.

North Campus  YDB-104-1450  $79  8 Sessions
8:00PM–9:30PM  F  2/14/20  Faculty

EAST COAST SWING/JITTERBUG
Have you always wanted to learn to do the East Coast Swing? Here’s your chance to learn the three variations of this fun, popular staple, danced to various types of music almost everywhere.

South Campus  YDB-320-1540  $59  3 Sessions
7:00PM–9:00PM  R  4/23/20  Cantrell

INTRODUCTION TO TAP DANCE
This beginning tap dance class will focus on the fundamentals of tap: developing student’s coordination, sense of time, rhythm, and basic tap dancing vocabulary. The emphasis will be on proper tap technique, producing clear tap sounds, and having fun!

Allegheny Campus  YDB-138-1210  $69  7 Sessions
6:00PM–7:00PM  T  2/18/20  Sewchok
North Campus  YDB-138-1550  $69  7 Sessions
6:00PM–7:00PM  M  2/24/20  Sewchok

SALSA DANCING
This course will teach students how to dance Salsa. Salsa is the most commonly danced Latin style in the Pittsburgh area, and one of the most popular dances among the many styles of dance. People who learn to dance often describe it as a life changing experience, because it is an easy way to have tremendous amounts of fun, improve confidence, meet new people and engage in effortless exercise. There is somewhere to dance Salsa, even if you do not have a partner, almost every night of the week in the Pittsburgh area. No partner is necessary for this class. Upon completion of this course, students will be able to go out Salsa dancing and have a lot of fun doing it.

South Campus  YDB-321-1540  $39  1 Session
6:30PM–8:00PM  T  3/24/20  Suchy

Register & pay online at shopcommunityed.ccac.edu or by phone at 412.788.7546.
FINANCE

ANNUITIES—HOW THEY REALLY WORK
Most people are introduced to annuities by a salesperson. Find out how they work in a non-sales environment. Gain an overview and the ability to analyze the pros and cons of the various types of annuities.

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<tr>
<td>Ft. Couch Middle</td>
<td>YCH-302-1550</td>
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<td>North Campus</td>
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NEW! CRACK OPEN YOUR NEST EGG—DISTRIBUTION PHASE
If you’re retired or in the ‘Red Zone,’ ten years or less away from retirement, it’s time to shift gears. An aging bull market can abruptly wreck your dreams—protect yourself! A 36-year CFP will teach you how to stabilize your Distribution Phase, preserving wealth, protecting growth, establishing income you can’t outlive and creating lasting legacies.

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<td>South Campus</td>
<td>YCH-059-1540</td>
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<td>2</td>
<td>10:00AM–12:00PM</td>
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ESTATE PLANNING—BECAUSE YOU CAN’T TAKE IT WITH YOU
Learn about important estate planning documents such as a Last Will and Testament, Durable Power of Attorney, and Health Care Power of Attorney, and why every adult should have these documents. Discuss strategies for advance planning to relieve your survivors of estate distribution burdens, conflict, delays, and unnecessary expenses. Discuss the importance of estate planning to provide yourself and your family with peace of mind.

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<td>Canon McMillan HS</td>
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<td>South Campus</td>
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NEW! GET A JUMP ON BUILDING YOUR NEST EGG—ACCUMULATION PHASE
If you’re ten or more years away from retirement, you have time to build significant retirement wealth. Stop squandering your Accumulation Phase, your paycheck years. A 36-year CFP will teach you how to build an age-driven growth plan, using inexpensive passive investments in your objectives-based, asset allocation portfolio.

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GUIDE TO RETIREMENT FOR SUSTAINABLE INCOME IN RETIREMENT
The guide to Retirement course is designed to help those planning for retirement and those already retired learn the various pitfalls one may face in retirement and strategies to help you better go through and prepare for retirement. The good news is that many are entering retirement with substantial monies in investments and retirement accounts. The bad news is that the rules associated with how to take distributions from those accounts are complex and not well understood. We will discuss the four phases of retirement and how to effectively plan for each, what you need to know about your retirement accounts and how distribution planning for retirement is different from accumulating for retirement. Join us to learn various ways to help prepare for a retirement life free from financial concerns.

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<td>North Campus</td>
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<td>South Campus</td>
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<tr>
<td>West Hills Center</td>
<td>YCH-017-1290</td>
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HOME BUDGETING 101
It’s never too late to start managing your home finances. This home budgeting basics course will teach you where to start, how to organize your income and spending, and prioritize all of the items on your new budget.

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<td>Allegheny Campus</td>
<td>YCA-508-1210</td>
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<td>1:00PM–4:00PM</td>
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I’M AN EXECUTOR—NOW WHAT DO I DO?
As executor of an estate, what activities are required by law? Let an experienced attorney guide you step-by-step through the process.

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NEW! LEMONS TO LEMONADE—HOW TO BUY A USED CAR
This course, taught by an experienced mechanic, helps buyers learn what to look for and what to avoid when buying a pre-owned car.

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<td>West Hills Center</td>
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CHECK YOUR LOCATION DIRECTLY FOR WEATHER-RELATED CLOSURES.
LONG-TERM CARE PLANNING
Planning and paying for a long-term care need in Pennsylvania. Do you have a loved one needing long-term care? Not sure of the benefits available to pay for long-term care? How do we protect our assets? How can we pre-plan for long-term care? Find the answers to these questions and more in this course.
Ft. Couch Middle YCH-501-1550 $59 3 Sessions
6:00PM–8:00PM R 2/27/20 Bittel

MEDICARE—WHAT YOU NEED TO KNOW
Consumer advocates note that Medicare-eligibles get a much better deal if they know the facts. In this class, participants will learn about the Medicare and Medicare Advantage programs, supplemental plans, and how to choose the correct Medicare plan. Topics include the four parts of Medicare (Parts A-D); enrollment periods and how to enroll, the most recent Medicare updates; eligibility requirements for the Medicare Extra Help Program; and community resources available to Medicare-eligibles. This course will help participants currently receiving Medicare as well as those preparing for the future.
Boyce Campus YEB-250-1280 $39 1 Session
6:00PM–8:00PM T 2/18/20 Johnstone
Ft. Couch Middle YEB-250-1550 $39 1 Session
6:30PM–8:30PM R 4/23/20 Levis
North Campus YEB-250-1450 $39 1 Session
6:00PM–8:00PM W 3/11/20 Johnstone
South Campus YEB-250-1540 $39 1 Session
6:30PM–8:30PM T 3/10/20 Levis

PREPARATION FOR DIVORCE—AVOIDING FINANCIAL DISASTER
Divorce isn’t easy, but it can be financially fair. This course will help you navigate the murky financial waters of divorce by covering such topics as: What is the best way to get divorced: mediation vs. litigation? What to do with the house, sell it or keep it? What is the best way to divide retirement accounts? Will I need a Qualified Domestic Relations Order? How do I identify and value marital assets and marital debt? Will I be entitled to my spouse’s Social Security? What about alimony? Do I need it? Do I have to pay? This workshop is designed so that you will have a better understanding of Equitable Distribution, and be able to craft and/or recognize a fair financial settlement.
Allegheny Campus YEB-028-1210 $29 1 Session
9:00AM–10:30AM S 2/15/20 Bouma
North Campus YEB-028-1450 $29 1 Session
6:30PM–8:30PM R 3/12/20 Bouma

PREPARING YOUR TAXES
Filing taxes can be overwhelming whether you are filing for the first time or have been filing for a while. Do you wonder what steps you should take before you file? What documents should you gather? What about deductions and credits, forms and how to file? Get some answers in this course.
South Campus YCH-001-1540 $39 1 Session
6:30PM–9:30PM W 2/26/20 Faculty

PROTECT YOUR ESTATE LIVING TRUST
Learn to minimize estate administration and probate costs, plan for your needs, including long-term care and benefit eligibility, and choose among tools for efficiently transferring assets.
Allegheny Campus YCH-013-1210 $39 1 Session
6:30PM–9:30PM W 4/1/20 Morgan

REPAIR YOUR CREDIT
Most people are not aware that repairing credit is as simple as writing a series of letters to collection agencies and credit bureaus to have negative items removed. By reviewing the important sections of both the Fair Credit Reporting Act and the Fair Debt Collection Practices Act, students will learn how to achieve deletions of negative information from their credit profile. Participants do not have to be a lawyer or incur attorney fees to fight big credit corporations and win-only have patience and persistence.
Allegheny Campus YCA-024-1210 $39 1 Session
9:00AM–12:00PM S 2/29/20 Dwyer
Braddock Hills Center YCA-024-1230 $39 1 Session
9:00AM–12:00PM M 2/17/20 Faculty
South Campus YCA-024-1540 $39 1 Session
6:30PM–8:30PM R 3/19/20 Faculty

FIVE WAYS TO GET YOUR COMPANY TO SEND YOU TO A COURSE:
• Ask. A verbal request is often all it takes. A written memo even better.
• Show the catalog. Get them to read it. Attach it to your memo.
• Stress the benefits. Workshops can help you stay fired up and ready for new challenges.
• Emphasize the convenience.
• Compare the price. Your supervisor will be pleased to know they are paying a little and getting a lot.

Does Your Employer Provide Tuition Assistance?
Many do! Your organization may encourage furthering your education by offering full or partial tuition assistance. Check with your Benefits Office today.
SPRING 2020

RETIREMENT PLANNING
In this course you’ll learn how to: manage investment risks, use new tax laws to your advantage, make informed decisions about your company retirement plan, and adjust your estate plan to function properly under the new laws. However, money is only one aspect of retirement planning. This course blends financial education with life planning to help you build wealth, align your money with your values, and achieve your retirement lifestyle goals. This course includes a 225-page illustrated textbook. Couples may attend together for a single registration fee.

NEW! ROTH, IRA, 401K, OH MY!
There are many different types of retirement accounts to put your hard-earned money into. Should you be investing in a Roth IRA, an IRA, a 401k or other types of accounts? What are the rules when you put money in? What are the rules when you take money out? What is an RMD? What are Roth Conversions? When does it make sense to do Roth Conversions? This class will answer all of the above questions and give you the right questions to ask when making retirement decisions!

SOCIAL SECURITY—WHAT YOU NEED TO KNOW
Boomers close to retirement need to know, now more than ever, about Social Security. There is so much more than deciding whether to take benefits at 62 or 66. This ‘safety net’ is a guaranteed, inflation-protected source of income in retirement and boomers should know how it works and how it fits into their future retirement income streams. In this informative seminar they will learn about the role of social security in your overall retirement plan. Topics include how it works, boosting benefits by increasing current earnings, strategies for maximizing lifetime benefits, coordinating spousal benefits, special issues for women, taxes on benefits, Medicare and long-term care, related programs and the mechanics, history and financing of the Social Security system.

TAXES IN RETIREMENT
Have you planned for taxes in retirement? Do you know how to avoid triggering additional taxes when you are in retirement? This course will help you understand the tax rules we live under and identify misconceptions about taxes in retirement. If you understand the tools and strategies available then you can play the tax game.

INSTRUCTORS WANTED
Are you a subject-matter expert who enjoys sharing your knowledge with others? Do you have good communication skills/teaching experience? Are you available to teach during the day? We would like to increase our instructor pool in many areas for our Workforce Development noncredit programs. Our instructors teach classes for our corporate clients, usually at their location, in and around the Pittsburgh area. Assignments are by contract and may be for one day or several, depending on topic. Our customers’ needs dictate the curriculum, and you develop the course accordingly. If you are qualified and would like to pursue this opportunity, please send your resume and a list of topics you can teach to Cindy Safran csafran@ccac.edu.

Some of the topic areas we are seeking:
• Technical Skills—Electrical, Mechanical, PLCs, Geometric Dimensioning and Tolerancing, Blueprint Reading, Six Sigma Green Belt, Industrial Maintenance topics.
• Computer Skills—SQL, HTML, Javascript, Coding, Excel Advanced, Office 365, MS Project.
THE ABCS OF INVESTING
Would you like to learn about investing and a practical approach to building wealth, but don't know where to start? We will demystify investment jargon and empower you to manage your money safely and effectively. We'll start by examining money market accounts, certificates of deposit, savings accounts, stocks, bonds, and mutual funds. You will master practical investment skills such as spotting high fees on account statements and in mutual fund prospectuses, and building a balanced portfolio. Find out what really matters when you pick mutual funds (hint: it's not the number of stars). Learn how to protect yourself from salespeople and speculators, and how to use the financial services industry to your best advantage.

North Campus  
YCH-014-1450  
6:30PM–8:00PM  
W  
2/12/20  
Canella

South Campus  
YCH-014-1540  
6:30PM–8:00PM  
T  
2/11/20  
Canella

West Hills Center  
YCH-014-1290  
6:30PM–8:00PM  
R  
2/13/20  
Canella

WANT TO RETIRE EARLY & DON'T KNOW WHAT TO DO ABOUT HEALTH COVERAGE?
Voluntarily walking away from a productive career presents early retirees with a number of weighty considerations. One of the first: health insurance. For Individuals who retire prior to age 65, when Medicare eligibility begins, need to find alternate options to cover medical, hospitalization and prescription drug costs. Health insurance premiums can chew up a considerable chunk of post-retirement income. Consequently, retirees under the age of 65 must examine all reasonable outlets for coverage, balancing cost with benefits, provider networks and plan design. The good news is you have options. Discover some health care options that may work for you!

Allegheny Campus  
YCH-028-1210  
6:30PM–8:30PM  
T  
3/17/20  
Johnstone

Boyce Campus  
YCH-028-1280  
6:30PM–8:30PM  
T  
3/03/20  
Johnstone

North Campus  
YCH-028-1450  
6:30PM–8:30PM  
R  
3/19/20  
Johnstone

West Hills Center  
YCH-028-1290  
6:30PM–8:30PM  
T  
3/31/20  
Johnstone

NEW! WINNING BY NOT LOSING
Retired investors are sitting on a ticking time bomb: an 11-year-old bull market. We’ve enjoyed record growth, but coming corrections necessitate a ‘risk off’ portfolio. A 36-year-CFP will teach retirees and ‘red zoners’ how to strip the risk of principal loss from their portfolio while repositioning assets to maintain growth and generate income.

Ft. Couch Middle  
YCH-600-1550  
6:00PM–9:00PM  
R  
3/19/20  
Grieco

South Campus  
YCH-600-1540  
9:00AM–12:00PM  
R  
3/19/20  
Grieco

NEW! WRITING YOUR WILL, FINANCIAL POWER OF ATTORNEY & HEALTHCARE POWER OF ATTORNEY
Learn about the essential elements of creating these important documents. We’ll discuss estate planning essentials such as wills, financial power of attorney, healthcare power of attorney, advanced directives, guardianships, and estate and inheritance taxes.

Ft. Couch Middle  
YCH-024-1550  
6:30PM–9:00PM  
M  
5/18/20  
Ott

North Campus  
YCH-024-1450  
6:30PM–9:00PM  
M  
4/20/20  
Faculty

South Campus  
YCH-024-1540  
6:30PM–9:00PM  
W  
5/13/20  
Ott

FITNESS
20/20/20—BEGINNING
This class offers something for everyone. Enjoy 20 minute intervals of Pilates, cardio workout and strength training that will give a great full body workout for all fitness levels. Please bring a mat, weights and water to class.

Allegheny Campus  
YFA-161-1210  
6:30PM–7:30PM  
T  
2/4/20  
Overly

USC Boyce Middle  
YFA-161-1550  
7:00PM–8:00PM  
M  
1/13/20  
Taylor

USC Boyce Middle  
YFA-161-1551  
7:00PM–8:00PM  
M  
4/13/20  
Taylor

North Campus  
YFA-161-1450  
7:30PM–8:30PM  
W  
2/12/20  
Overly

ENROLL EARLY!
The decision to offer a class is based upon enrollment approximately one week prior to the start of class. Don’t let your class be canceled.
BEGINNER TRIPLE PLAY
If you haven't been off the couch in a while, this is a great class to start with! In ‘triple play’ we hit three aspects of fitness: cardiovascular work, strength and flexibility. All exercises are done in a non-threatening atmosphere designed for beginners or those who haven’t worked out in a while. The class starts off slowly with gentle and motivating moves designed to ease you back into exercise. Bring light weights, a mat and water to class.

<table>
<thead>
<tr>
<th>Campus</th>
<th>YFA-361-1450</th>
<th>$79</th>
<th>10 Sessions</th>
</tr>
</thead>
<tbody>
<tr>
<td>North Campus</td>
<td>6:15PM–7:15PM</td>
<td>M</td>
<td>2/10/20</td>
</tr>
<tr>
<td>North Campus</td>
<td>YFA-361-1451</td>
<td>$69</td>
<td>8 Sessions</td>
</tr>
<tr>
<td>South Campus</td>
<td>9:30AM–10:30AM</td>
<td>T</td>
<td>1/7/20</td>
</tr>
<tr>
<td>South Campus</td>
<td>YFA-361-1544</td>
<td>$79</td>
<td>9 Sessions</td>
</tr>
</tbody>
</table>

BOODYSculptING
Get started on a better-looking body with this all-in-one class whose purpose is to help minimize the dimply appearance of cellulite, burn fat and tone, smooth and firm your muscles.

<table>
<thead>
<tr>
<th>Campus</th>
<th>YFA-110-1550</th>
<th>$79</th>
<th>10 Sessions</th>
</tr>
</thead>
<tbody>
<tr>
<td>USC Boyce Middle</td>
<td>6:00PM–7:00PM</td>
<td>M</td>
<td>1/13/20</td>
</tr>
<tr>
<td>USC Boyce Middle</td>
<td>YFA-110-1551</td>
<td>$59</td>
<td>6 Sessions</td>
</tr>
<tr>
<td>North Campus</td>
<td>YFA-110-1450</td>
<td>$109</td>
<td>20 Sessions</td>
</tr>
<tr>
<td>5:30PM–6:30PM</td>
<td>TR</td>
<td></td>
<td>2/11/20</td>
</tr>
</tbody>
</table>

NEW! CARDIO KICKBOXING
A high energy class that takes the basics of boxing and turns them into a calorie burning and muscle toning workout. No previous fitness experience required, just comfortable clothes and shoes, and a bottle of water.

<table>
<thead>
<tr>
<th>Campus</th>
<th>YFA-032-1210</th>
<th>$99</th>
<th>16 Sessions</th>
</tr>
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<tbody>
<tr>
<td>Allegheny Campus</td>
<td>6:30PM–7:30PM</td>
<td>MW</td>
<td>2/10/20</td>
</tr>
<tr>
<td>West Hills Center</td>
<td>YFA-032-1290</td>
<td>$99</td>
<td>16 Sessions</td>
</tr>
<tr>
<td>7:00PM–8:00PM</td>
<td>TR</td>
<td></td>
<td>2/18/20</td>
</tr>
</tbody>
</table>

NEW! CHAIR YOGA—MOVEMENT & STRESS REDUCTION
Chair Yoga is designed for individuals with lower mobility restrictions who would love to enjoy the benefits of yoga. This class will help you maintain flexibility, strength and balance.

<table>
<thead>
<tr>
<th>Campus</th>
<th>YFA-903-1280</th>
<th>$69</th>
<th>8 Sessions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boyce Campus</td>
<td>10:00AM–11:00AM</td>
<td></td>
<td>3/2/20</td>
</tr>
<tr>
<td>South Campus</td>
<td>YFA-903-1540</td>
<td>$69</td>
<td>8 Sessions</td>
</tr>
<tr>
<td>12:30PM–1:30PM</td>
<td>W</td>
<td></td>
<td>3/4/20</td>
</tr>
</tbody>
</table>

CHEN STYLE TAI CHI
Chen style Tai Chi alternates slow-motion movements with short, fast, explosive ones. There is much emphasis on internal power and spiral force (chan ssu jin). Many movements involve jumping in the air, kicking and punching similar in martial arts. Chen style is more demanding physically and usually executed with a lower stance. Challenging body workout.

<table>
<thead>
<tr>
<th>Campus</th>
<th>YFA-208-1450</th>
<th>$79</th>
<th>10 Sessions</th>
</tr>
</thead>
<tbody>
<tr>
<td>North Campus</td>
<td>7:30PM–8:30PM</td>
<td>F</td>
<td>2/21/20</td>
</tr>
</tbody>
</table>

P90X
P90X is a total-body strength and conditioning workout for anyone looking to get lean, toned and fit—fast! Using light to moderate weights, this is the optimal mix of strength, cardio and core work designed to work the body in different ways every time.

<table>
<thead>
<tr>
<th>Campus</th>
<th>YFA-182-1450</th>
<th>$109</th>
<th>20 Sessions</th>
</tr>
</thead>
<tbody>
<tr>
<td>North Campus</td>
<td>6:30PM–7:30PM</td>
<td>TR</td>
<td>2/11/20</td>
</tr>
</tbody>
</table>

NEW! PENALTY BOX FITNESS
The Penalty Box is a full body workout program with exercises based around an agility grid and hurdle in one. Cost includes price of penalty box that is yours to keep.

<table>
<thead>
<tr>
<th>Campus</th>
<th>YFA-715-1540</th>
<th>$89</th>
<th>13 Sessions</th>
</tr>
</thead>
<tbody>
<tr>
<td>South Campus</td>
<td>10:00AM–11:00AM</td>
<td></td>
<td>1/28/20</td>
</tr>
</tbody>
</table>

PERSONAL CONDITIONING & WEIGHT TRAINING
Start a workout program the right way. This self-paced course will help students create their own personalized weight training program using state-of-the-art equipment as well as specific exercises that will help them lose weight and tone/strengthen their entire body.

<table>
<thead>
<tr>
<th>Campus</th>
<th>YFA-125-1280</th>
<th>$129</th>
<th>24 Sessions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boyce Campus</td>
<td>7:00PM–8:00PM</td>
<td>MW</td>
<td>2/10/20</td>
</tr>
<tr>
<td>Boyce Campus</td>
<td>YFA-125-1281</td>
<td>$89</td>
<td>12 Sessions</td>
</tr>
<tr>
<td>Boyce Campus</td>
<td>7:00PM–8:00PM</td>
<td>M</td>
<td>2/10/20</td>
</tr>
<tr>
<td>Boyce Campus</td>
<td>YFA-125-1282</td>
<td>$89</td>
<td>12 Sessions</td>
</tr>
<tr>
<td>7:00PM–8:00PM</td>
<td>W</td>
<td></td>
<td>2/12/20</td>
</tr>
</tbody>
</table>

PERSONAL TRAINER—HOW TO BECOME ONE
Prepare to take the American Council on Exercise (ACE) Personal Trainer Exam in this course that utilizes the ACE Personal Trainer manual, handouts, lectures, videos and hands-on training. Topics include exercise science, screening and evaluation, principles and methods of training, individual program design, leadership, program implementation, legal issues, injury prevention and first aid. Employment opportunities for personal trainers will also be discussed. Textbook required and not included in cost of course.

<table>
<thead>
<tr>
<th>Campus</th>
<th>YFA-198-1210</th>
<th>$159</th>
<th>7 Sessions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allegheny Campus</td>
<td>9:00AM–12:00PM</td>
<td></td>
<td>2/15/20</td>
</tr>
</tbody>
</table>

For Community Education questions, call 412.788.7507.
PIYO
A total-body fitness system designed to whip you into shape from head to toe. It combines the practices of Pilates and Yoga to help you build strength, lose weight, increase flexibility and have a great time doing it. Combining two mind-body exercises, it also adds in components of dance for a more intense, kick-booty workout.

North Campus  YFA-309-1450  $109  20 Sessions
7:30PM–8:30PM  TR  2/11/20  Diecks

PILATES
Experience how Pilates coordinates the mind, body and spirit through proper breathing, good posture and concentration. Build a full-body workout that helps improve posture, strengthens the back and abdominal muscles, increases flexibility, tones muscles and sharpens the mind/body connection. Students should bring a mat or heavy blanket for floor work.

Allegheny Campus  YFA-322-1212  $79  10 Sessions
7:15PM–8:15PM  R  3/5/20  Claytor

Boyce Campus  YFA-322-1280  $69  8 Sessions
7:00PM–8:00PM  R  2/20/20  Faculty

USC Boyce Middle  YFA-322-1550  $79  10 Sessions
8:00PM–9:00PM  M  1/13/20  Taylor

USC Boyce Middle  YFA-322-1551  $59  6 Sessions
8:00PM–9:00PM  M  4/13/20  Taylor

North Campus  YFA-322-1450  $79  10 Sessions
5:00PM–6:00PM  W  2/12/20  Overly

South Campus  YFA-322-1540  $69  8 Sessions
7:15PM–8:15PM  M  3/2/20  Claytor

West Hills Center  YFA-322-1290  $99  14 Sessions
7:00PM–8:00PM  MW  1/6/20  Kelley

West Hills Center  YFA-322-1291  $99  14 Sessions
7:00PM–8:00PM  MW  3/23/20  Kelley

STRONG BODIES, STRONG BONES
Exercise plays an important role in building and maintaining bone strength. The correct workout can rebuild bone and reduce fractures. Muscle strength also protects your bones. Exercise physiologist, Anne Brucker, presents a gentle, joint friendly, OsteoSmart program that strengthens the spine and is suitable for men and women of all ages. Students should bring a pair of 2- or 3-pound hand weights.

Ballet Academy of Pitt  YFA-915-1530  $59  6 Sessions
12:30PM–1:30PM  T  3/17/20  Brucker

STRONG BY ZUMBA®
STRONG by Zumba® combines body weight, muscle conditioning, cardio and plyometric training moves synced to original music that’s been designed to match every single move. You will burn calories while toning arms, legs, abs, and glutes. High knees, burpees, and jumping jacks interchanged with lunges, squats and kickboxing.

South Campus  YFA-906-1540  $89  13 Sessions
9:00AM–10:00AM  T  1/28/20  Hurt

SUPER 55+
Develop and Improve core strength, balance, flexibility and increase muscle tone through a series of both seated and standing movements. You will improve your focus and concentration while reducing stress and increasing energy and circulation. This is a class for the 55+ of all abilities.

South Campus  YFA-081-1540  $69  8 Sessions
6:00PM–7:00PM  M  3/2/20  Claytor

TAI CHI CHUAN—BEGINNING
Students can enhance their physical, mental and spiritual well-being with this ancient form of martial arts. Topics include increasing self-awareness through relaxation techniques, breathing exercises and flexibility movements.

North Campus  YFA-212-1450  $79  10 Sessions
7:30PM–8:30PM  M  2/10/20  Lapresta

South Campus  YFA-212-1540  $59  6 Sessions
9:00AM–10:00AM  S  2/15/20  Juola

NEW! TAI CHI CHUAN—INTERMEDIATE
Students can continue their studies of this ancient martial art via intermediate exercises and forms.

South Campus  YFA-056-1540  $59  5 Sessions
9:00AM–10:00AM  S  4/18/20  Juola

TAI CHI FOR BALANCE & LONGEVITY
The ancient art of Sun Style Tai Chi flows like a silent meadow brook gaining strength and power as it grows. Strength, balance, mental acuity, and socialization are the corner stones for maintaining lifelong optimal health. This class is suitable for men and women of all ages.

Ballet Academy of Pitt  YFA-916-1530  $59  6 Sessions
1:30PM–2:30PM  T  3/17/20  Brucker

PARKING ON CAMPUS
CCAC provides free parking to its students. Please be sure to display your parking permit on your car dash the dates you attend class. Your parking permit will be printed on your registration confirmation statement you will receive in the mail. If you do not receive a parking pass please call 412.788.7507.
**SPRING 2020**

**THERAPEUTIC QI GONG**
Therapeutic Qi Gong is a gentle form of Medical Qi Gong developed in the early 1970s. Created to help relieve illness and prevent disease. This self-therapy, or moving meditation, combines deep breathing, mind focus, and gentle whole body stretching and movement to promote energy flow and harmonize the mind and body. In this class, we will focus on relaxation and letting go of tension, worry and anger, all which can lead to health problems. We will practice building strong Qi or energy, which in turn promotes physical and emotional strength, inner peace, and happiness. Please wear comfortable clothing and bring water.

<table>
<thead>
<tr>
<th>Location</th>
<th>Code</th>
<th>Price</th>
<th>Sessions</th>
<th>Time</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>North Campus</td>
<td>YFD-036-1450</td>
<td>S79</td>
<td>10</td>
<td>6:30PM–7:30PM</td>
<td>F 2/21/20  Bao</td>
</tr>
</tbody>
</table>

**WALK 15®**
Walk 15 takes fitness to a new level. It is a low impact, multi muscle, calorie torching, walk-based workout with very effective results! All fitness levels can do it. Join the fun and walk your way to fitness.

<table>
<thead>
<tr>
<th>Location</th>
<th>Code</th>
<th>Price</th>
<th>Sessions</th>
<th>Time</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boyce Middle School</td>
<td>YFA-174-1550</td>
<td>S39</td>
<td>6</td>
<td>6:30PM–7:15PM</td>
<td>R 3/5/20   Miller</td>
</tr>
<tr>
<td>Canon McMillan HS</td>
<td>YFA-174-1594</td>
<td>S39</td>
<td>6</td>
<td>7:30PM–8:15PM</td>
<td>M 2/24/20  Miller</td>
</tr>
</tbody>
</table>

**YOGA—BEGINNING**
Suitable for everyone regardless of age, gender or fitness level, this proven form of exercise introduces students to basic non-threatening Hatha yoga. Students can increase strength, flexibility and learn relaxation techniques and stress reducers to apply to daily life. Bring a yoga mat to class.

<table>
<thead>
<tr>
<th>Location</th>
<th>Code</th>
<th>Price</th>
<th>Sessions</th>
<th>Time</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allegheny Campus</td>
<td>YFA-305-1210</td>
<td>S69</td>
<td>8</td>
<td>7:45PM–8:45PM</td>
<td>T 2/4/20   Overly</td>
</tr>
<tr>
<td>Allegheny Campus</td>
<td>YFA-305-1211</td>
<td>S69</td>
<td>8</td>
<td>7:45PM–8:45PM</td>
<td>T 3/31/20  Overly</td>
</tr>
<tr>
<td>Boyce Campus</td>
<td>YFA-305-1280</td>
<td>S69</td>
<td>6</td>
<td>7:00PM–8:30PM</td>
<td>T 2/4/20   Martucci</td>
</tr>
<tr>
<td>Boyce Campus</td>
<td>YFA-305-1281</td>
<td>S69</td>
<td>6</td>
<td>7:00PM–8:30PM</td>
<td>T 3/17/20  Martucci</td>
</tr>
<tr>
<td>Boyce Campus</td>
<td>YFA-305-1282</td>
<td>S69</td>
<td>4</td>
<td>7:00PM–8:30PM</td>
<td>T 5/5/20   Martucci</td>
</tr>
<tr>
<td>Boyce Campus</td>
<td>YFA-305-1551</td>
<td>S79</td>
<td>9</td>
<td>7:30PM–8:30PM</td>
<td>R 1/30/20  Schlegel</td>
</tr>
<tr>
<td>USC Boyce Middle</td>
<td>YFA-305-1594</td>
<td>S59</td>
<td>6</td>
<td>7:30PM–8:30PM</td>
<td>W 3/4/20   Schlegel</td>
</tr>
<tr>
<td>North Campus</td>
<td>YFA-305-1450</td>
<td>S79</td>
<td>10</td>
<td>5:00PM–6:00PM</td>
<td>M 2/10/20  Overly</td>
</tr>
<tr>
<td>North Campus</td>
<td>YFA-305-1452</td>
<td>S69</td>
<td>8</td>
<td>5:00PM–6:00PM</td>
<td>MW 4/27/20 Overly</td>
</tr>
<tr>
<td>South Campus</td>
<td>YFA-305-1540</td>
<td>S79</td>
<td>10</td>
<td>7:30PM–8:30PM</td>
<td>M 2/24/20  Martucci</td>
</tr>
<tr>
<td>South Campus</td>
<td>YFA-305-1541</td>
<td>S79</td>
<td>10</td>
<td>7:00PM–8:00PM</td>
<td>W 2/26/20  Martucci</td>
</tr>
<tr>
<td>South Campus</td>
<td>YFA-305-1542</td>
<td>S79</td>
<td>10</td>
<td>10:30AM–11:30AM</td>
<td>T 1/7/20   Taylor</td>
</tr>
<tr>
<td>South Campus</td>
<td>YFA-305-1543</td>
<td>S79</td>
<td>10</td>
<td>10:30AM–11:30AM</td>
<td>S 2/29/20  Martucci</td>
</tr>
<tr>
<td>South Campus</td>
<td>YFA-305-1545</td>
<td>S79</td>
<td>9</td>
<td>10:30AM–11:30AM</td>
<td>T 3/24/20  Taylor</td>
</tr>
</tbody>
</table>

**YOGA—VINYASA FLOW**
Vinyasa means breath-synchronized movement. In this Vinyasa-style yoga class, poses flow from one to another in conjunction with the breath. Increase strength and flexibility through movement and stretching. Suitable for all levels. Bring a yoga mat to class.

<table>
<thead>
<tr>
<th>Location</th>
<th>Code</th>
<th>Price</th>
<th>Sessions</th>
<th>Time</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>West Hills Center</td>
<td>YFA-359-1290</td>
<td>S89</td>
<td>14</td>
<td>8:00PM–9:00PM</td>
<td>W 1/6/20   Kelley</td>
</tr>
<tr>
<td>West Hills Center</td>
<td>YFA-359-1291</td>
<td>S89</td>
<td>14</td>
<td>8:00PM–9:00PM</td>
<td>W 3/23/20  Kelley</td>
</tr>
</tbody>
</table>

**ZUMBA**
Zumba is a fusion of Latin and international music with dance themes creating a dynamic, exciting, effective fitness system. The routines feature aerobic/fitness interval training with fast/slow rhythms that tone and sculpt the body. All ages and all sizes are welcome and can benefit from having fun while exercising. Please be sure to wear good, supportive sneakers.

<table>
<thead>
<tr>
<th>Location</th>
<th>Code</th>
<th>Price</th>
<th>Sessions</th>
<th>Time</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Canon McMillan HS</td>
<td>YFA-101-1594</td>
<td>$109</td>
<td>20</td>
<td>6:30PM–7:30PM</td>
<td>MW 2/10/20 Roberts</td>
</tr>
<tr>
<td>Canon McMillan HS</td>
<td>YFA-101-1595</td>
<td>$79</td>
<td>10</td>
<td>6:30PM–7:30PM</td>
<td>M 2/10/20  Roberts</td>
</tr>
<tr>
<td>Canon McMillan HS</td>
<td>YFA-101-1596</td>
<td>$79</td>
<td>10</td>
<td>6:30PM–7:30PM</td>
<td>W 2/12/20  Roberts</td>
</tr>
<tr>
<td>South Campus</td>
<td>YFA-101-1540</td>
<td>$69</td>
<td>8</td>
<td>6:30PM–7:30PM</td>
<td>W 2/19/20  Calhoun</td>
</tr>
</tbody>
</table>
### NORTH HILLS ADULT AQUATIC CLASSES

**AQUA AEROBICS**
Add an extra dimension to a regular aerobic workout. Water increases resistance, yet adds buoyancy and reduces stress to joints. There is a $10 deposit at the first class to Sisters of Divine Providence for a key.

<table>
<thead>
<tr>
<th>Location</th>
<th>Class</th>
<th>Deposit</th>
<th>Sessions</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
</tr>
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<tr>
<td>Sisters of Divine Prov</td>
<td>YFA-203-1410</td>
<td>$189</td>
<td>24</td>
<td>8:30AM–9:30AM MWF</td>
<td>1/6/20</td>
<td>Longwell</td>
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<td>24</td>
<td>9:30AM–10:30AM MWF</td>
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<td>10:30AM–11:30AM MWF</td>
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</table>

**AQUA RITIS**
This class is designed for those who are physically limited due to arthritis, back problems, etc., or those who need a gentle introduction or re-entry place to start. Classes will work on maintaining and/or gradually increasing range of motion in a gentle manner. Participants are encouraged to work at their own pace with adaptations made as needed. This is a low-pressure and fun social class. A $10 deposit required at first class to Sisters of Divine Providence for key. Please bring a towel to class.

<table>
<thead>
<tr>
<th>Location</th>
<th>Class</th>
<th>Deposit</th>
<th>Sessions</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
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<td>24</td>
<td>12:45PM–1:30PM MWF</td>
<td>3/16/20</td>
<td>Yarzebinski</td>
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</tbody>
</table>

**THERAPEUTIC WAVES**
Use gentle stretches and water resistance to improve or maintain joint flexibility, muscle strength, circulation and mental attitude. This class is comfortable yet physically challenging and the low-impact environment allows the body to work with less pain. There is a $10 deposit at the first class to Sisters of Divine Providence for a key.

<table>
<thead>
<tr>
<th>Location</th>
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<th>Time</th>
<th>Days</th>
<th>Location</th>
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<tbody>
<tr>
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<tr>
<td>Sisters of Divine Prov</td>
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<td>24</td>
<td>11:45AM–12:45PM MWF</td>
<td>3/16/20</td>
<td>Yarzebinski</td>
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</table>

### SOUTH HILLS ADULT AQUATIC CLASSES

**SOUTH HILLS AQUA RITIS**
This class is designed for those who are physically limited due to arthritis, back problems, etc., or those who need a gentle introduction or re-entry place to start. Classes will work on maintaining and/or gradually increasing range of motion in a gentle manner. Participants are encouraged to work and swim at their own pace with adaptations made as needed. This is a low-pressure and fun social class. Please bring a towel to class. Please note that Pathfinder does not have gradual stairs for entry into the water.

<table>
<thead>
<tr>
<th>Location</th>
<th>Class</th>
<th>Deposit</th>
<th>Sessions</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
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<tbody>
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<td>$149</td>
<td>20</td>
<td>6:30PM–7:15PM TR</td>
<td>1/21/20</td>
<td>Woodyard</td>
</tr>
<tr>
<td>Pathfinder School</td>
<td>YFA-934-1581</td>
<td>$79</td>
<td>10</td>
<td>6:30PM–7:15PM T</td>
<td>1/21/20</td>
<td>Woodyard</td>
</tr>
<tr>
<td>Pathfinder School</td>
<td>YFA-934-1582</td>
<td>$79</td>
<td>10</td>
<td>6:30PM–7:15PM R</td>
<td>1/23/20</td>
<td>Woodyard</td>
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</table>

**WATER FITNESS & FUN**
Kickboards, noodles and water weights—oh my! This adult aqua class is created for all swimming levels while using the entire pool. Each class has modifications or advanced moves depending on the individual fitness level. The water movements are designed to strengthen muscles, improve cardiovascular endurance, and increase flexibility. Come enjoy a fun energized class with motivating music in the background. Please note that Pathfinder does not have gradual stairs for entry into the water.

<table>
<thead>
<tr>
<th>Location</th>
<th>Class</th>
<th>Deposit</th>
<th>Sessions</th>
<th>Time</th>
<th>Days</th>
<th>Location</th>
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<td>Pathfinder School</td>
<td>YFA-928-1581</td>
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<td>Pathfinder School</td>
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<td>Pathfinder School</td>
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<tr>
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<td>7:30PM–8:15PM R</td>
<td>1/23/20</td>
<td>Woodyard</td>
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Register & pay online at shopcommunityed.ccac.edu or by phone at 412.788.7546.
**FOOD**

**AIR FRYER WORKSHOP**
Have you thought about getting an air fryer? Do you have one don’t know where to start? Join us as we learn about the air fryer. Craft some crisp and quick healthy meals without the fat of a traditional fryer.

<table>
<thead>
<tr>
<th>Location</th>
<th>Code</th>
<th>Fee</th>
<th>Sessions</th>
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<tbody>
<tr>
<td>Canon McMillan HS</td>
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<td>$49</td>
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<tr>
<td>6:30PM–8:30PM</td>
<td>M</td>
<td>3/16/20</td>
<td>Faculty</td>
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</tbody>
</table>

**BAKLAVA**
Baklava is one of the world’s great desserts that students can make at home once they conquer their fear of phyllo! In this hands-on class, each student will make their own sinfully rich version of baklava using pistachios while learning the proper ways to work with phyllo dough.

<table>
<thead>
<tr>
<th>Location</th>
<th>Code</th>
<th>Fee</th>
<th>Sessions</th>
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<tbody>
<tr>
<td>Upper St. Clair HS</td>
<td>YCD-136-1550</td>
<td>$59</td>
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<tr>
<td>6:30PM–9:30PM</td>
<td>R</td>
<td>3/26/20</td>
<td>Zervos</td>
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</table>

**CAKE DECORATING NONCREDIT CERTIFICATE OF COMPLETION**
Delight your family and friends with delicious, edible works of art or start a career as a professional cake decorator with a certificate of attendance in cake decorating from CCAC. This program provides participants with practical, hands-on training in cake decorating. Students will learn the basics of frosting and smoothing a cake, adding borders and making basic flowers. As they progress, students will work with butter cream and royal icings as well as fondant making more complicated edible cake decorations and character cakes. The final project will be a tiered wedding cake. Students must purchase all tools and supplies for these courses. A required tool and supply list will be provided at the first class session.

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<thead>
<tr>
<th>Location</th>
<th>Code</th>
<th>Fee</th>
<th>Sessions</th>
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<tbody>
<tr>
<td>North Campus</td>
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<td>6:30PM–9:30PM</td>
<td>W</td>
<td>2/12/20</td>
<td>Francis</td>
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</table>

**CAKE DECORATING—BASICS**
Learn everything from the basics of frosting and smoothing a cake to creating borders, figure piping, fondant, beautiful flowers and more. Gain the skills and self-confidence needed to make special occasions even more memorable. Please call 412.788.7507 for a list of supplies.

<table>
<thead>
<tr>
<th>Location</th>
<th>Code</th>
<th>Fee</th>
<th>Sessions</th>
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<td>North Campus</td>
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<td>6:30PM–9:30PM</td>
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<td>2/12/20</td>
<td>Francis</td>
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<tr>
<td>West Hills Center</td>
<td>YCD-102-1290</td>
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<tr>
<td>6:00PM–9:00PM</td>
<td>W</td>
<td>2/19/20</td>
<td>Hugar</td>
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**NEW! INTRODUCTION TO SUGAR FLOWERS**
Create beautiful flowers from sugar. In this class students will learn the tools, materials and techniques needed to make sugar flowers. After learning how to make gum paste, students will make hydrangeas, leaves and filler flowers. We will dust your flowers and leaves for a realistic look and then make arrangements with your sugar flowers.

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<td>Higgins</td>
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**NEW! SUGAR FLOWERS PART 2**
After learning the basics of sugar flowers in the introductory class, we will learn how to make realistic blackberries and strawberries. We’ll also earn how to make sugar daisies and some other blossoms and leaves just in time for your spring cakes!

<table>
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<td>4/6/20</td>
<td>Higgins</td>
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**NEW! COOKIES**
The stand mixer will help us make a few of our favorite cookie recipes for your next spring get together.

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<th>Location</th>
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<th>Sessions</th>
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<td>M</td>
<td>2/24/20</td>
<td>Faculty</td>
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**COOKING WITH CAULIFLOWER**
Delicious, low in carbs and nutritious, cauliflower is one of the most versatile ingredients in your refrigerator. Discover all you can do with a head of cauliflower.

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<tr>
<td>6:30PM–9:30PM</td>
<td>M</td>
<td>3/30/20</td>
<td>Faculty</td>
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</table>

**FRENCH MACARONS**
Colorful Macarons will delight your family and friends. In this hands on class you will learn the techniques to make these delicate and beautiful confections. Instructions from a chef on flavorings and coloring will be covered. Bring an apron and a container to take your macarons home.

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**FRESH MOZZARELLA**
Learn to make this Italian delicacy. Mozzarella is a sweet cheese that is best enjoyed when freshly made. Easy to prepare and may be served in a variety of ways (as an appetizer, in salads, in sandwiches, with pasta, fried or simply by itself with a slice of bread.) This humble cheese enriches anything it touches, and its versatility is limited only by your imagination.

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<tr>
<td>Upper St. Clair HS</td>
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<td>$59</td>
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<tr>
<td>6:30PM–9:30PM</td>
<td>M</td>
<td>3/23/20</td>
<td>Faculty</td>
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</table>
FRIDAY EVENING SUPPER CLUB
Enjoy a casual, comfortable outing, meet new, quality friends of all ages and enjoy food at some of Pittsburgh’s most popular restaurants. The staff will select the restaurant to visit the first night, but the following visits will be determined by popular vote from our group. Students pay for their own meals. This class meets every other week. Call 412.788.7507 for first meeting location.
Allegheny Campus  YEB-062-1295  $39  4 Sessions
7:00PM–9:00PM  R  2/21/20 Guercio

Gnocchi, Gnocchi, Gnocchi
This class will help participants make the perfect gnocchi, starting with the traditional potato gnocchi and including ricotta-based gnocchi. Participants will learn techniques to use at home to impress family and friends. Please bring an apron to this fun, hands-on class.
North Campus  YCD-625-1450  $59  1 Session
6:30PM–9:30PM  R  4/2/20 Heineman
Upper St. Clair HS  YCD-625-1550  $59  1 Session
6:30PM–9:30PM  R  3/19/20 Faculty

Healthy Meal Planning for Busy Families
Take the stress out of meal time! This class covers key components of creating healthy family meal plans, including how to begin, sample meal plans, a variety of recipes and useful tools to make organizing meals a success.
Allegheny Campus  YCD-432-1210  $29  1 Session
6:30PM–8:30PM  R  2/13/20 Faculty
Ft. Couch Middle  YCD-432-1550  $59  3 Sessions
6:30PM–8:30PM  R  2/27/20 Sciarrino

NEW! History of Beer
A walk through the rich and storied history or beer. We will take a look at its origins and roots, prohibition in the United States, influence on culture globally and careers in the field. We will spend time going through styles, trends and other phenomena in the industry.
Allegheny Campus  YCD-728-1210  $49  3 Sessions
6:00PM–8:00PM  R  3/19/20 Wyrostek

NEW! The Beer & Brewery Industry
An introductory overview of all that goes into having a job in the industry of beer. Modern brewing techniques will be covered, as well as sales, marketing and production. This multi-week course will give the students a basic understanding that will help them if they are interested in entering the brewing field.
Allegheny Campus  YCD-729-1210  $49  3 Sessions
6:00PM–8:00PM  R  3/19/20 Wyrostek

Holy Cannoli! What a Class
Learn to make cannoli the old-fashioned way with wooden dowels. Learn how to make cannoli shells from scratch plus learn how to make three different types of traditional fillings, or get creative and fill shells with frozen yogurt or ice cream. Please bring a 10-inch bowl, measuring cups, spoons and an apron.
Upper St. Clair HS  YCD-709-1550  $59  1 Session
6:30PM–9:30PM  M  2/24/20 Faculty

NEW! Homemade Pantry
Learn to use all natural ingredients for a healthy homemade pantry. Easy, quick tricks to enhance any meal with taco, creole, seasoned salt, old bay, ranch and a few more. Take these recipes cards home to build your homemade pantry.
Williams Sonoma  YCD-368-1585  $59  1 Session
6:00PM–8:00PM  M  3/9/20 Faculty

NEW! Homemade Pasta
We will use the stand mixer and pasta attachment to make basic pasta and pasta shapes to pair with your favorite sauces.
Williams Sonoma  YCD-369-1585  $59  1 Session
10:00AM–12:00PM  M  3/9/20 Faculty

How to Make Homemade Pizza Dough
Fall in love with making homemade pizza. It is not just a meal, it is an event. Learn how to make the real ‘Margherita pizza’ using just good tomato sauce, mozzarella, olive oil and basil. Students will sample the pizza at the end of the session.
North Campus  YCD-362-1450  $59  1 Session
6:30PM–9:30PM  M  4/2/20 Herbe

Instant Pot Workshop
The Instant Pot is the latest new small kitchen appliance becoming popular because of its ease and ability to make quick, healthy dinners. After learning about all that your Instant Pot can do, enjoy a demo of some easy quick recipes that even the novice cook can make.
Allegheny Campus  YCD-224-1210  $49  1 Session
6:00PM–8:00PM  T  3/16/20 Wyrostek
Canon McMillan HS  YCD-224-1594  $49  1 Session
6:30PM–8:30PM  M  3/2/20 Russell
West Hills Center  YCD-224-1290  $49  1 Session
6:00PM–8:00PM  M  3/16/20 Wyrostek
NEW! INSTANT POT 2
Once you’ve learned how to use your Instant Pot, come join us while we explore other recipes we can make. We’ll discover different cuisines and methods with recipes you can take home and show off to your family. If you’d like to bring your Instant Pot and cook along with us in class, please call 412.788.7507 for recipe ingredients.

West Hills Center YCD-806-1290 $49 1 Session
6:00PM–8:00PM M 4/20/20 Russell

ITALIAN BISCUIT WORKSHOP
Italian biscuits are light, crunchy, full of flavor and low in fat. While the tradition of enjoying biscuits goes back hundreds of years in Italy, these wonderful cookies have only recently become popular here. Learn from a pastry chef to make a wonderful array of these lovely treats including regina (with toasted sesame), anisette toast, quaresimali (covered with almonds and flavored with honey), chocolate biscotti and more. Materials are included in the cost of the course. Recipes may vary by location.

North Campus YCD-117-1450 $59 1 Session
6:30PM–9:30PM T 3/20 Hochendoner
Upper St. Clair HS YCD-117-1550 $59 1 Session
6:30PM–9:30PM R 4/20 Enck

JUICING & SMOOTHIES FOR HEALTH & ENERGY
There may be no quick fix for various ailments; perhaps simple-to-prepare natural ‘potions’ may help us along the way to improving our health. Explore a variety of juices and smoothies that can help us meet the recommended daily requirement for nine fruits and vegetables a day. Learn how to detoxify our system and supplement our diets by enjoying fresh and delicious juices and smoothies. Don’t miss this fun, new and very tasty class.

North Campus YCD-138-1450 $59 1 Session
6:30PM–9:30PM R 3/26 Heineman

NEW! MARDI GRAS
Come celebrate and eat too much! We will make shrimp etouffee, creole rice and a king cake for a taste of indulgence.

Williams Sonoma YCD-365-1585 $59 1 Session
6:00PM–8:00PM M 2/17 Heineman

NEW! MOM & ME CUPCAKES
Ages 3–6
Decorate pre-made, homemade cupcakes with your little one. Cost includes both mom and child. Please use mom information when registering.

Williams Sonoma YOU-687-1585 $49 1 Session
10:00AM–11:30AM M 3/2/20 Heineman

NEW! MOM & ME PIZZA
Ages 3–6
You and your little one will create a pizza with various toppings and a dessert pizza for a sweet treat. Cost includes both mom and child. Please use mom information when registering.

Williams Sonoma YOU-689-1585 $49 1 Session
10:00AM–11:30AM M 5/4 Faculty

NEW! MOM & ME TEA PARTY
Teatime in the spring. We will make mini sandwiches and mini scones to enjoy with hot or cold (for the little ones) tea for a fun afternoon. Bring your favorite teacup. Cost includes both mom and child. Please use mom information when registering.

Williams Sonoma YOU-688-1585 $49 1 Session
10:00AM–11:30AM M 4/6 Faculty

NUT ROLLS
Come learn how to make delicious nut rolls this holiday. Use various fillings to make a variety of mouth-watering treats. Bring an apron and rolling pin to class.

Upper St. Clair HS YCD-081-1550 $59 1 Session
6:30PM–9:30PM M 3/9 Enck

NEW! ONE SKILLET DINNERS
Learn how to make easy, family friendly meals using just one skillet! This one night workshop will introduce you to different recipes, including vegetarian and quick, 30 minute meals. All students will receive the recipes at the end of the course.

Allegheny Campus YCD-509-1210 $39 1 Session
6:30PM–9:30PM W 3/4 Faculty

PASTA FROM SCRATCH
Remember the difference between a store bought tomato and one fresh picked from the garden? There is no comparison when it comes to pasta out of the box versus fresh pasta made from scratch. So roll up those sleeves, put on an apron and join the class for this fun, highly interactive one-night workshop. Students will make basic egg pasta by mixing, kneading and generally getting up to their elbows in flour-no food processors here. This class will use a hand crank pasta machine and students will talk about variations in flavor and pasta type, a bit about sauces and most importantly, enjoy the fruits of their labor. Please note that those with a pasta machine should bring it to class.

North Campus YCD-096-1450 $59 1 Session
6:30PM–9:30PM M 2/17 Heineman
Upper St. Clair HS YCD-096-1550 $59 1 Session
6:30PM–9:30PM M 2/17 Enck
PIE MADE PERFECT
Do you love pies but have never learned to make that perfect crust? This class will teach beginners how to make exceptional pies with that perfect, flaky crust. Learn tips and techniques for making pie crust, fruit pies, cream pies and freezer pies. Simple garnishing techniques will also be reviewed. This is a hands-on class so bring your rolling pin and apron to class.

North Campus  YCD-082-1450  $59  1 Session
10:30AM–12:30PM M 3/30/20 Herbe

Upper St. Clair HS  YCD-082-1550  $59  1 Session
10:30AM–12:30PM R 3/12/20 Faculty

NEW! PIEROGI IN AN INSTANT POT
Learn to make polish pierogi traditional and American in an Instant Pot. Students will receive recipes, instructions on making, rolling, pinching, cooking, freezing and preparing different types of pierogi. The session will end with pierogi tasting.

South Campus  YCD-727-1540  $59  1 Session
6:30PM–9:30PM R 3/26/20 Herold

PIEROGIES WORKSHOP
Learn how to make the favorite kinds of pierogies. Students will be given recipes, instruction in rolling dough, pinching, cooking and finally tasting. Bring a rolling pin and an apron.

North Campus  YCD-219-1450  $59  1 Session
6:00PM–8:00PM M 2/16/20 Heineman

North Campus  YCD-219-1451  $59  1 Session
6:00PM–8:00PM R 3/5/20 Heineman

Upper St. Clair HS  YCD-219-1550  $59  1 Session
6:30PM–9:30PM M 3/16/20 Enck

NEW! PINEAPPLE UPSIDE DOWN CAKE
A popular dessert during the 1920s was pineapple upside down cake. A recipe contest in 1925 asked housewives to submit their best pineapple recipes. Out of 60,000 recipes, 2500 were for pineapple upside down cakes. Find out what makes this cake different from a regular cake.

Upper St. Clair HS  YCD-363-1550  $59  1 Session
6:30PM–9:30PM M 4/13/20 Faculty

RAVOLI
If you love fresh ravioli but think you could never make it yourself, this class will change your mind. Step by step instructions from rolling and cutting dough to filling and cooking the ravioli will be provided. You’ll learn to make a variety of classic fillings.

Upper St. Clair HS  YCD-346-1550  $59  1 Session
6:30PM–9:30PM R 3/5/20 Defazio

SARRIS—THE CHOCOLATE EXPERIENCE
Visit Sarris Chocolate Factory with us and explore what goes into the process of candy making and enjoy an ice cream sundae in their old-fashioned ice cream parlor to finish. This class will meet at the Sarris Factory, 511 Adams Ave, Canonsburg, PA 15317.

Sarris Factory  YCD-983-1530  $29  1 Session
9:00AM–11:00AM M 3/2/20 Faculty

Sarris Factory  YCD-983-1531  $29  1 Session
9:00AM–11:00AM M 3/9/20 Faculty

SAUCE COOKERY
In this class, students will learn the five basic sauces from which all other sauces are derived.

North Campus  YCD-045-1450  $59  1 Session
6:30PM–9:30PM M 2/24/20 Herbe

Williams Sonoma  YCD-045-1585  $59  1 Session
6:00PM–8:00PM M 5/11/20 Faculty

SOUPS
Learn how to make these healthy seasonal soups with fresh, in season produce and ingredients. Use a variety of techniques to create delicious soups for your table. Workshop fee includes all food items and tasting samples.

North Campus  YCD-976-1450  $59  1 Session
6:30PM–9:30PM M 3/16/20 Herbe

NEW! SPRING COCKTAIL PARTY
We will use spring's bounty to create delicious one-hand apps and a few beverage choices to enjoy also.

Williams Sonoma  YCD-366-1585  $59  1 Session
6:00PM–8:00PM M 3/16/20 Faculty

NEW! TASTE OF SPRING
Spring is on its way with new green soups, salads and dressing. Join us to get some fresh ideas for spring eating.

Williams Sonoma  YCD-367-1585  $59  1 Session
10:00AM–12:00PM M 4/20/20 Faculty

NEW! THE ART OF TUSCAN CUISINE
Students will learn the simplicity of Tuscan food by using fresh, high quality ingredients that bring out the natural flavors in each dish. We will have hand-on experience creating some of Tuscany's most famous dishes. We will learn about the history of Tuscan cuisine and its staple ingredients such as Tuscany's extra virgin oil olive.

Upper St. Clair HS  YCD-508-1550  $89  3 Sessions
6:00PM–9:00PM M 4/20/20 Defazio

Register & pay online at shopcommunityed.ccac.edu or by phone at 412.788.7546.
NEW! WATCH, LEARN & SAMPLE
Travel the world as you watch, learn and sample delicious dishes from different countries as our chef demonstrates how to prepare and plate these dishes. You will learn how to put the ‘wow’ into your very own dinner party!

Canon McMillan HS  
YCD-805-1594 $59 1 Session  
6:30PM–9:30PM M 4/27/20 Faculty  
(Taste of Spain)

Canon McMillan HS  
YCD-805-1595 $59 1 Session  
6:30PM–9:30PM M 4/20/20 Faculty  
(Taste of France)

NEW! WINE APPRECIATION WITH HENRY BLOCK
The wine course deals with Burgundy style wines. This includes wines made from either Chardonnay or Pinot Noir grapes. The focus will be primarily on wines from the Burgundy region of France but will also include wines made with Pinot Noir from the west coast of the United States. Prerequisite: Introductory wine appreciation course or equivalent. Students must be at least 21 years old to attend. Cost includes wine tasting samples.

Allegeny Campus  
YCD-021-1210 $219 9 Sessions  
7:00PM–9:00PM T 2/18/20 Block

NEW! WHOLE FOOD INTRODUCTION TO PLANT BASED COOKING
Learn the WHAT, WHY and HOW of a Whole Food Plant Based way of eating. We will learn what WFPB really is, why WFPB eating is good for the body and the environment and how to create some delicious flavor-filled foods. This is a hands-on class.

North Campus  
YCD-913-1450 $59 1 Session  
6:30PM–9:30PM T 3/3/20 Haberkost

NEW! WHOLE FOOD PLANT BASED SAUCES, SALAD DRESSINGS, AND DIPS
Learn how to make super healthy and flavorful sauces, salad dressings and dips that use whole plant based foods with no added oils. Who knew eating healthy could be so delicious! This is a hands-on class.

North Campus  
YCD-914-1450 $59 1 Session  
6:30PM–9:30PM T 3/12/20 Haberkost

NEW! WHOLE FOOD PLANT BASED SOUPS, STEWS AND SANDWICHES
Learn to make delicious soups, stews and sandwich fillings that will delight your friends and family. We will make hearty, healthy and filling recipes using no animal products or added oils that are healthy and delicious. This is a hands-on class.

North Campus  
YCD-915-1450 $59 1 Session  
6:30PM–9:30PM T 3/31/20 Haberkost

GENERAL INTEREST

NEW! ADULTING 101
Teenagers: learn how to adult! Each session we’ll explore an area of adulting and help you learn how to navigate it. We’ll tackle financial basics including bank accounts, credit and taxes. We’ll navigate basics around the home including laundry, hanging pictures, and basic car maintenance. Lastly, we will cover how to take care of yourself, from making doctor’s appointments to preparing for a college or job interview.

Allegheny Campus  
YOU-616-1210 $69 3 Sessions  
10:00AM–11:30AM S 2/15/20 Faculty

AMATEUR ASTRONOMY—UNDERSTANDING & OBSERVING THE NIGHT SKY
Explore the scope of the universe, immense distances, stargazing equipment, the solar system, deep space, seasons and constellations. The grand finale will be ‘in the field,’ an actual observation of the night sky using various types of telescopes.

Allegheny Campus  
YAF-802-1210 $119 5 Sessions  
6:30PM–9:30PM F 4/24/20 McGuirk

APPLY FOR A GOVERNMENT JOB—DO IT RIGHT
Learn where the jobs are and how to apply properly for them. Understand forms, regulations and other inside information while learning how to submit the right application packet the agency is looking for while saving you time, money and frustration.

North Campus  
YCA-045-1450 $49 4 Sessions  
6:30PM–8:30PM W 3/4/20 Kurz-Nowicki

BASIC COIN COLLECTION—I INHERITED GRANDPA’S COINS, NOW WHAT?
Learn coin collecting basics through identification and grading and the factors involved in actual value. Understand what makes them valuable, or not. Please bring photos of your coins, loupe or magnifier to class.

Ft. Couch Middle  
YBE-021-1550 $59 2 Sessions  
6:30PM–9:00PM R 3/12/20 McGuirk

North Campus  
YBE-021-1450 $59 2 Sessions  
6:30PM–9:00PM R 2/20/20 Foley

West Hills Center  
YBE-021-1290 $59 2 Sessions  
6:30PM–9:00PM W 2/26/20 Foley

CHECK YOUR LOCATION DIRECTLY FOR WEATHER-RELATED CLOSURES.
COMMUNITY COLLEGE OF ALLEGHENY COUNTY

BEGINNER’S GUIDE TO MODEL RAILROADING
All aboard the fascinating world of model railroading. Future model railroad engineers will learn the basics of scale, gauge, track and wiring. Followed by growing your railroad with structures and scenery. Finally, you will discuss where to purchase your RR equipment and where to find help. Students will visit the McKeesport Model RR Club.

South Campus YDA-068-1540 $69 1 Session
9:00AM–4:00PM S 2/22/20 Sharp

CIVICS 101
Learn the basics of the US government in this course. We'll discuss the three branches of government and their roles, the processes used to pass bills and laws, as well as the role a private citizen can play.

Allegheny Campus YEB-851-1210 $49 3 Sessions
6:00PM–9:00PM T 3/10/20 Faculty

NEW! DISCOVERING THE GREAT CATHEDRALS OF EUROPE
Upon completion of this brief course, students should gain a general familiarity with the great cathedrals of Europe, as well as their art, architecture and history. Each student should be able to identify various cathedral as well as the general movements of art and architecture they belong to or contain.

Allegheny Campus YCA-610-1210 $39 1 Session
6:30PM–9:00PM W 4/1/20 Gladis

NEW! ELECTION 2020—FROM THE COURTHOUSE TO THE WHITE HOUSE
Become better-informed voters for the 2020 elections, and learn the building blocks of local and national political campaigns that will define our issues, our candidates and our future. Course topics will be useful for voters, campaign volunteers and candidates.

North Campus YEA-008-1450 $49 4 Sessions
6:30PM–8:30PM T 3/17/20 Brown

HOW TO LOSE YOUR PITTSBURGH ACCENT
Younz tired of soundin’ like younz are from the ‘Burg ahnät? Then come to this class and learn how to subdue your Pittsburghese. The course will also provide you with techniques on how to discuss, enlighten, demonstrate and persuade others through your speaking abilities.

Allegheny Campus YDD-210-1210 $49 2 Sessions
6:30PM–9:00PM R 4/16/20 Caye

HOW TO TEACH A CLASS FOR COMMUNITY EDUCATION
Share your knowledge and expertise with others by exploring teaching possibilities with CCAC Community Education. Understand what you need to know to prepare lessons, write course descriptions, materials, and more.

Boyce Campus YAI-088-1280 $39 1 Session
12:30PM–3:00PM S 3/14/20 Troup

North Campus YAI-088-1450 $39 1 Session
6:00PM–8:30PM R 3/5/20 Troup

South Campus YAI-088-1540 $39 1 Session
1:00PM–3:30PM S 4/4/20 Howley

NEW! HOW TO TRAVEL TO ITALY
Italy offers a variety of experiences to its visitors. It offers art, culture, history, romance, old world traditions, ruins and of course wonderful food. Learn about each of the five regions in Italy and what specific areas to go to according to what you want to visit. We’ll also cover how to get around Italy, currency tips and more.

Boyce Campus YAD-526-1280 $79 6 Sessions
6:00PM–9:00PM M 3/2/20 Socci

INTRO TO AROMATHERAPY
This course will provide a comprehensive introduction to the wide variety of uses of essential oils. This course will also cover how to choose which essential oils will help the student with their particular needs, as well as what to look for in ingredients.

Allegheny Campus YEB-845-1210 $29 1 Session
6:30PM–8:30PM M 3/2/20 Faculty

NEW! INTRODUCTION TO GENEALOGY
Students will sharpen their investigative, genealogical skills through this course. Each student should leave with a better understanding of the records available to them, where to find them and how to critically judge them.

Allegheny Campus YCA-609-1210 $49 2 Sessions
6:00PM–8:00PM W 4/22/20 Gladis

INTRODUCTION TO IMPROVISATION
This introduction to improvisation class will focus on the basic concepts of agreeing, building and developing a scene, and creating characters and environments in improvised theatre. It will be a fun and interactive way to challenge yourself outside your comfort zone. The biggest joy of improv is that everyone is always right!

Allegheny Campus YDD-301-1210 $69 7 Sessions
7:30PM–8:30PM T 2/18/20 Sewchok

Ft. Couch Middle YDD-301-1550 $69 6 Sessions
6:00PM–7:30PM R 2/20/20 Sewchok

Register & pay online at shopcommunityed.ccac.edu or by phone at 412.788.7546.
MAKE-UP ARTIST NON-CREDIT CERTIFICATE
Learn the entry level stages of different make-up application, step-by-step for: skin care and prep and its effect on make-up, picking the correct color and coverage for foundations, the function of brushes, color and eye shadow techniques, applying false lashes, basic everyday looks and the smokey looks. Wedding make-up application will also be discussed. This class will teach you the most valuable and essential make-up artist skills. Upon completion, students receive a Certificate of Attendance. Please bring basic make-up supplies to class (foundation, shadows, brushes, mirror, face wipes, etc.) to class. Any additional supplies will be discussed at the first class.
West Hills Center YDA-500-1290 $249 10 Sessions
9:00AM–12:00PM 5 2/8/20 Solomon

NEW! PENNSYLVANIA TROLLEY TOUR
Take a ride into the past at the Pennsylvania Trolley Museum! Be a part of history through a scenic ride on antique trolleys, a guided exploration of the Trolley Display Building, and a behind-the-scenes look at the maintenance and restoration shop. Try your hand at operating a trolley with the new Trolley Simulator exhibit, and learn how trolleys transformed the past and continue to shape the future of transportation.
PA Trolley Museum YCA-613-1295 $29 1 Session
10:00AM–1:00PM W 3/25/20 Faculty

PARISIAN ART FOR TRAVELERS
When traveling to a city as beautiful and historic as Paris, it can be overwhelming to decide what to see. The instructor will provide the students with a comprehensive list of museums and sites that are must-sees in order to make the most of an enjoyable and enriching trip to Paris.
Allegheny Campus YDA-141-1210 $39 2 Sessions
6:30PM–9:00PM R 3/5/20 Faculty

SOLVE ELEMENTARY SCHOOL MATH PROBLEMS
Learn the different ways to solve elementary school math problems. We will cover place value, addition/subtraction, multiplication, division, fractions/decimals and geometry. Both the educator and the parent will benefit from the binder of materials you will receive from your instruction in this class for reinforcement. We will go over games, songs and manipulatives to solve those pesky problems.
Boyce Campus YCA-197-1280 $69 4 Sessions
6:30PM–8:30PM R 5/7/20 Hlavsa

STAND-UP COMEDY
For those who have thought about doing stand-up comedy but never quite got up the nerve to try, this course will introduce you to the world of stand-up comedy. Participants will learn how to write various types of comedic material and will have the opportunity to develop and perform their own comedy routine. Dealing with stage fright and getting started in the comedy business will also be covered.
North Campus YDD-102-1450 $69 5 Sessions
6:30PM–9:30PM W 3/4/20 Knight

NEW! SUBSTITUTE TEACHING—GETTING YOUR FOOT IN THE DOOR
Competition for a permanent teaching position is fierce and challenging. This course is designed to provide substitute school teachers with tips and strategies to help make them more marketable.
Ft. Couch Middle YCA-607-1550 $39 1 Session
6:30PM–8:30PM M 3/2/20 Romito

NEW! VEGAN 101
Considering going vegan but don’t know where to start? Join us for a crash course in vegan where we’ll discuss tips and tricks for going, and staying, vegan in a casual judgement-free atmosphere.
Allegheny Campus YCD-905-1210 $39 1 Session
6:30PM–9:30PM T 2/18/20 Pawelski
Boyce Campus YCD-905-1280 $39 1 Session
6:30PM–9:30PM T 2/25/20 Pawelski

WEDDING PLANNING DIY STYLE & EVERYTHING YOU NEED TO KNOW
With the average cost of a wedding in the United States skyrocketing in 2018 to $44,000, this course will give the student a broad overview of the cost-saving factors to planning their own wedding. Gaining tips on how to prepare a budget, review necessary contracts and find reputable vendors are included. How to interview vendors, negotiate services and ask questions combined with staying on the budget will be discussed. Step-by-step planning strategies will become the couple’s best friend as they journey through the maze of cost saving possibilities to have a memorable and successful wedding day.
West Hills Center YBB-056-1290 $59 3 Sessions
6:00PM–8:00PM W 3/4/20 Monahan

UPDATE YOUR CONTACT INFORMATION
Changed your phone, address or email? Please call us to update your contact information to receive important information regarding your class. CALL 412.788.7507.
“FOR YOUR HEALTH” SERIES SPONSORED BY PASSAVANT HOSPITAL FOUNDATION

Passavant Hospital Foundation partners with CCAC North Campus to provide a wide variety of health and wellness education programs free to the public. The courses below feature speakers who are top-notch physicians, clinicians and researchers providing up-to-date medical information in layperson’s terms. The sessions are interactive with time for questions and answers. A Certificate of Attendance for 2.0 hours is awarded for these seminars. UPMC Passavant is a hospital accredited by The Joint Commission and an approved provider for continuing education requirements for professional nurses. Registration is required. Call 412.788.7546 to register.

VISION: WHAT’S AGING GOT TO DO WITH IT?
Holly Stants, MS, OTR/L, SCLV from UPMC Centers for Rehab Services will discuss vision and how aging can change your vision. An overview of normal vision processes, vision impairment, low vision and aging vision. Provides opportunities to learn about how best to manage when your vision is changing.

Speaker: Holly Stants, MS, OTR/L, SCLV, UPMC Centers for Rehab Services
CCAC North Campus  YEB-854-1450  FREE
Tuesday, March 17  6:30PM–8:30PM

Why? Because so many people still think typing causes carpal tunnel. It’s a misunderstood condition, though super simple. Caleb R. Campbell, MD, Orthopaedic Surgeon, Hand/Upper Extremity Specialist at Tri-State Orthopaedics & Sports Medicine will discuss the causes of carpal tunnel, treatments and to dispel common myths and misunderstandings of this common condition.

Speaker: Caleb R. Campbell, MD, Orthopaedic Surgeon, Hand/Upper Extremity Specialist, Tri-State Orthopaedics & Sports Medicine
CCAC North Campus  YEB-855-1450  FREE
Tuesday, April 21  6:30PM–8:30PM

OSTEOPOROSIS: HOW TO KEEP YOUR BONES HEALTHY
Anna M. Dumont, D.O., Tri-Rivers Musculoskeletal Centers primary care sports medicine physician, will speak on osteoporosis: how to keep your bones healthy. Following the educational presentation, there will be a question and answer session.

Speaker: Anna M. Dumont, D.O., Primary Care Sports Medicine Physician, Tri-Rivers Musculoskeletal Centers
CCAC North Campus  YEB-856-1450  FREE
Tuesday, May 19  6:30PM–8:30PM

Passavant Hospital Foundation advances the health and wellness for ALL in our community:
• Providing facilities, technology and equipment at our hospital to support excellence in patient care
• Presenting free health education seminars for everyone in the community
• Offering support groups for families affected by a loved one’s addiction
• Forming community partnerships for greater impact on health concerns that affect us all

Learn more at PassavantHospitalFoundation.org.
Sponsored in Partnership with UPMC

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Register & pay online at shopcommunityed.ccac.edu or by phone at 412.788.7546. 35
HEALTH

BEAT THE SUGAR BLUES
Crave sugar laden snacks and drinks? Unable to get past three o’clock without that soda and candy bar? In this class students will learn why eating sugar is making you tired and what’s wrong with Splenda and other sugar substitutes. Discover a healthy strategy to beat the sugar blues and reduce your sugar intake while still satisfying your sweet tooth. Some food samples and recipes will be shared.

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CLEAN EATING
Clean eating is everywhere. Have you wondered what it is or how it impacts your health? Clean eating is not a diet, it is a complete overhaul of your eating habits. Getting started with a plan is key. During our class we will discuss the benefits of clean eating and why less processed food is great for our bodies, food lists and meal ideas.

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EAT TO LIVE—ANTI-AGING POWER FOODS
The science of anti-aging eating has advanced to the point where individuals can actually help themselves live a longer, healthier life if they pay attention to the foods they eat. Regardless of age, now is the right time to start eating for life. Participants will discover the healthy choices they can make at home or dining out.

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FOOD & MOOD CONNECTION
You have heard the saying, ‘You are what you eat.’ Learn about foods that affect your anxiety, depression, stress and inflammation as well as principles for healthier eating. Identify your own food rules, take control of your health and be able to make food choices to help balance your mood.

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HOSPICE VOLUNTEER WORKSHOP
In this workshop, students will learn from an experienced staff of caregivers how to comfort and assist patients and their families as they confront end-of-life issues and challenges. Upon finishing this workshop, each participant will receive a certificate of attendance from CCAC. In addition, individuals can be certified to fulfill a variety of volunteer roles within the hospice family. Complimentary breakfast and lunch will be provided daily in daytime programs.

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THE BASICS OF PLANT-BASED EATING
Plant-based eating can prevent and even reverse chronic health problems (including diabetes, heart disease, high blood pressure, autoimmune diseases and cancer). Discover what a plant-based diet is and why it’s so important for overall health. Classes focus on practical ways for incorporating plant-centered eating into daily life. Topics include: easy steps for preparing meals; shopping suggestions; reading food labels; tips for dining out; simple yet tasty recipes; and helpful resources.

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SMOKING CESSATION
CCAC is proud to partner with Tobacco Free Allegheny to offer a smoking cessation program specifically designed for families. Information about the dangers of smoking for pregnant women and the health effects of second-hand smoke on young children will be addressed. The program targets smokers of all ages and promotes smoking cessation skills.

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REGISTER ONLINE
Students can now register and pay online for Community Education classes by visiting shopcommunityed.ccac.edu. Registering has never been easier! Simply add courses to your shopping cart. Related courses automatically appear for your shopping cart, so there is no way to miss that perfect class.

For Community Education questions, call 412.788.7507.
HIKING/WALKING/BIKING

BICYCLING FROM PITTSBURGH TO DC—HOW TO PLAN, PREP & PACK

If you're interested in riding the 330+ miles between Pittsburgh and Washington, DC on the Great Allegheny Passage and C&O Canal Trail, this workshop will answer all your questions. How much training is needed? How many miles per day? What to wear? What to pack? Where to stay? Sample itineraries, plus information on weather, gear, bike repair, accommodations, camping, food, SAG support and much more.

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<th>Campus</th>
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GO HIKING! NORTH HILLS HIKES

Get to know our northern Allegheny County parks! Enjoy scenic trails while also enjoying some exercise. Hike through historic Hartwood Acres, beautiful Deer Lakes Park and on portions of the Rachel Carson Trail in North Park. Hiking up hills, some of which are steep and strenuous, is a feature of almost every hike. Participants are encouraged to wear hiking boots, as there will be wet/muddy spots and the class is held regardless of rain or snow. The first class will meet in the Hartwood Acres parking lot near Hampton Central School off Middle Road (4000 block).

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<tr>
<td>Hartwood Acres</td>
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GO HIKING! SOUTH HILLS HIKES

Looking for a way to relax? Lace up your hiking boots and enjoy the trails in Southwestern Allegheny County. Enjoy the scenic trails in the area while learning about safe hiking, backpacking basics, Leave No Trace Principles, fun hiking activities such as geocaching, exploring and learning about different habitats and much more. Hiking up hills-some of which are steep and strenuous-is a feature of almost every hike. Participants are encouraged to wear hiking boots, as there will be wet/muddy spots. Classes will meet regardless of rain or snow. The first class will meet at the CCAC South Campus Nature Trail near parking lot A.

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GO HIKING! WEST HILLS HIKES

Go hiking at Montour Woods Conservation Area to explore over 10 miles of trails that include community connections to Moon Park, the Montour Trail, and other greenway connections in the works. Navigate land around former Nike missile site and enjoy sustainable woodland trails, streams, a waterfall, human and natural history that is all part of the Hollow Oak Land Trust. Come and appreciate the protected and preserved greenspace. Some trails may include steep slopes and flood plains so hiking boots are strongly suggested. The first class will meet at the Montour Woods Trailhead parking area located on Hassam Road approximately 200 yards up the hill from the Montour Trail Hassam Road trailhead.

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HIKING THE COUNTY PARKS

Spend each hiking week checking out the parks all across Allegheny County. Each week we will hike through a different county park, such as: Settlers Cabin, South Park, North Park, Boyce Park and Hartwood Acres. The first class will meet at Settlers Cabin at the Tennis Courts. Participants are encouraged to wear hiking boots, as there will be wet/muddy spots and the class is held regardless of rain or snow.

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NEW! PITTSBURGH ART/ARCHITECTURE BIKE TOUR

This group bike ride will start at CCAC's Allegheny Campus and go across the Fort Duquesne Bridge to downtown. From there will go around the triangle and discuss buildings of architectural importance to the city and the skyline. Also along the way, we'll go through the Cultural District and stop by various pieces of city art. This will be about a two-hour bike ride on relatively flat terrain covering 5–8 miles.

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LEISURELY STROLL BRUNCH

Let's stroll along some of the Pittsburgh neighborhoods and have brunch together. We will take our time walking through the various neighborhoods and enjoy a great brunch. Class will meet every other week.

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SPRING NIGHT HIKE
Welcome spring with a refreshing evening hike. Discover the sights and sounds of the outdoors as the sun sets. Identify native wildflowers and wildlife habitats. Hiking up hills—some of which are steep and strenuous—is a feature of almost every hike. Participants are encouraged to wear hiking boots, as there will be wet/muddy spots. Class will meet regardless of rain or snow. Don’t forget your flashlight! The class will meet at the CCAC South Campus Nature Trail near parking lot A.

NEW! SPRING FLOWER & WATERWAYS BIKE TOUR
This group bike ride will start at CCAC’s Allegheny Campus and go along the bike trail of the Ohio River. We’ll cross over the Fort Duquesne Bridge and go into Point State Park. Along the way we’ll stop at different plants in bloom and discuss what they are and their potential for plantings in residences. Also, along the way, we’ll discuss the wet weather issue and its impact on our three rivers and we’ll also talk about Pittsburgh’s unseen fourth river. This will be about a two-hour bike ride on relatively flat terrain covering 5-8 miles.

WALKING BREAKFAST TOURS
There are many interesting and fun neighborhoods in the Pittsburgh area. In this course students will explore one of four neighborhoods each week. We will have breakfast at one of the local restaurants. After breakfast we will walk through the neighborhood and visit the local landmarks, stores and learn facts and folklore about each area. Instructor will contact students regarding first class location. Class will meet every other week.

WALKING LUNCH TOURS
There are many interesting and fun neighborhoods in the Pittsburgh area. In this course students will explore one of four neighborhoods each week. We will have lunch at one of the local restaurants. After lunch we will walk through the neighborhood and visit the local landmarks, stores and learn facts and folklore about each area. Class will meet every other week.

NEW! WALKING THE M’S OF ALLEGHENY COUNTY
Walking the M’s of Allegheny County in this five week historical walking class we will look at the past, present, and future focusing on the architecture and history of the following: Mexican War Street, McKees Rocks, Murray Hill Avenue, Mount Lebanon and Munhall. The class is led by experienced tour guide of over 20 years. The first class will meet at the Allegheny or North Side YMCA 600 West North Avenue. Please bring water. Class will be postponed if there is heavy rain.

HISTORY

NEW! CHERNOBYL—CAUSES, COVERUP & CONSEQUENCES
The 1986 Chernobyl catastrophe in Ukraine was the world’s greatest nuclear accident, releasing radioactive material and affecting the health of millions of people and the environment for many thousands of years. Students will learn the history from a photojournalist as to what, why, how and who was responsible for this tragic event leading up to the break-up of the Soviet Union and the continued concerns relating to politics, health, safety and environmental issues.

NEW! ELECTION 2020—FROM THE COURTHOUSE TO THE WHITE HOUSE
Become better-informed voters for the 2020 elections, and learn the building blocks of local and national political campaigns that will define our issues, our candidates and our future. Course topics will be useful for voters, campaign volunteers and candidates.

LIFE OF ABRAHAM LINCOLN
Examine the life of Abraham Lincoln, America’s greatest president. It will begin with the early development of his unique character and continue with his life as an Illinois lawyer/politician. The course will then proceed to his leadership during the American Civil War.
### A Look Back at the Roaring 20s

#### Art Deco in the 1920s
The Roaring 20s was a time of remarkable creativity. Discover how the elements of nature and geometric form blend to create the Art Deco Period. Take a look at artists, architects, and designers of the period. Create your own multimedia art deco project.

**South Campus**  
YDA-504-1540  
$49  
2 Sessions  
6:30PM–9:00PM  
4/14/20  
Barton

#### New! Charleston & Flapper Jazz
Flappers of the 1920s were known for their energetic freedom. Popularity for jazz music and jazz clubs exploded in the 20s as well. Jazz dance was born, including the Charleston, which became popular in 1923 from a tune called The Charleston by composer/pianist James P. Johnson. Come join us and learn the basic steps of these dances and create some jazz routines and a lot of fun.

**Ft. Couch Middle**  
YDB-043-1550  
$69  
7 Sessions  
7:30PM–8:30PM  
2/24/20  
Sewchok

#### Literature of the Roaring 20s—Literature Club
Literary creativity soared throughout the 1920s. One of the most popular authors F. Scott Fitzgerald, published The Great Gatsby in 1925 focusing on the issues of decadence and excess. Ernest Hemingway was another popular writer during the 1920s who typically dealt with themes of struggle, courage and loss. Take a look at the 1920s through the works of its literature.

**South Campus**  
YCA-312-1540  
$49  
2 Sessions  
9:30AM–12:00PM  
4/25/20  
Fleckenstein

#### Pineapple Upside Down Cake
A popular dessert during the 1920s was pineapple upside down cake. A recipe contest in 1925 asked housewives to submit their best pineapple recipes. Out of 60,000 recipes, 2,500 were for pineapple upside down cakes. Find out what makes this cake different from a regular cake.

**Upper St. Clair HS**  
YCD-363-1550  
$59  
1 Session  
6:30PM–9:30PM  
4/13/20  
Faculty

#### Roaring 20s—Achievements and Legacies
Dramatic social and political change occurred during the 1920s. Economic growth swept people into the ‘consumer society.’ There were many achievements and legacies of the era including the first commercial radio station in the U.S., Pittsburgh’s KDKA; women’s right to vote; the first talking picture; baseball as a spectator sport and more. Step back in time and discover what put the roar in the 1920s.

**South Campus**  
YCA-314-1540  
$49  
2 Sessions  
1:00PM–3:00PM  
4/15/20  
Puglisi

#### The Growth of the Movie Industry—Silence to Sound
The Jazz Singer (1927) featuring Al Jolson became the first feature-length film to include dialogue on the filmstrip and hence an end to the silent film industry. Walt Disney’s Steamboat Willie introduced the world to Mickey Mouse. Silent film actors Charlie Chaplin and Rudolph Valentino were box office draws. Released in 1922 ‘Toll of the Sea’ was the first color movie. Join us as we take a look at the rise of Hollywood in the 1920s.

**South Campus**  
YCA-313-1540  
$49  
2 Sessions  
6:30PM–9:00PM  
3/10/20  
Watt

#### The Jazz Age
The influence of Jazz music was in full swing during the ‘Roaring 20s.’ Take a look back at the music and the musicians that are credited with putting Jazz on the map.

**South Campus**  
YDC-031-1540  
$49  
2 Sessions  
6:30PM–9:00PM  
3/24/20  
Parsons
NEW! LOVELY BUT LETHAL—ROZA SHANINA & THE GREAT PATRIOTIC WAR
On June 22, 1941 Germany invaded the Soviet Union, launching four years of some of the bloodiest fighting in all of World War II. Roza Shanina, a young kindergarten teacher, answered her country’s call and became a sniper in the Red Army. We will explore this fascinating period of history, starting with some of the noteworthy people and technologies of the USSR, then discussing four major battles (Moscow, Leningrad, Stalingrad and Kursk) before concentrating on Roza’s life and wartime diary. Students will come away with a basic understanding of the Eastern Front and its importance in the story of the European Theater.

Allegheny Campus  YCA-614-1210  $39  1 Session
6:00PM–9:00PM  R  3/26/20  Del Bianco

Boyce Campus  YCA-614-1280  $39  1 Session
6:00PM–9:00PM  R  3/12/20  Del Bianco

PITTSBURGH PIRATES BASEBALL
Freelance sportswriter Greg Spalding will help you explore Pittsburgh Pirates baseball in culture, literature and history as we discuss the best teams, players, managers, announcers and fans in the Buccos 100+ history. During the class, we will read several books about the team, explore the rich history of the World Series champions, All-Star players, All-Star Games in Pittsburgh, MVPs, Hall of Famers, batting champions and Cy Young winners. We will also discuss how the Buccos broke the barriers for the Latino ballplayers to play in the major leagues. You will have a chance to view famous memorabilia from the past and present, participate in trivia contests and win prizes and even get some giveaways. The class will be entertaining, interactive and informative and is one a Pirate fan will not want to miss.

Boyce Campus  YCA-099-1280  $59  4 Sessions
6:30PM–9:30PM  W  4/8/20  Spalding

PICTURESQUE PITTSBURGH, 1810–1910
Explore the forgotten landscapes of nineteenth-century Pittsburgh through an illustrated journey into four periods that transformed a frontier outpost into the Steel City, from the early 1800s into the dawn of the twentieth century. Each class session will start with a selection of historic prints and paintings depicting a famous event then will dive deep in to the years surrounding that moment, revealing the shifting identities of Pittsburgh before it became the place we know today. Meet the dreamers, scoundrels, inventors, workers, and society folk who shaped the city and enter a Dickensian world of cave gages, rat soup and lost landmarks of Pittsburgh’s smoky past.

Allegheny Campus  YCE-605-1550  $69  4 Sessions
7:00PM–9:00PM  R  4/16/20  Przbylek

THE FIRST WORLD WAR & THE WORLD IT CREATED
This course will explore an introduction to the First World War. Learn how the old world was destroyed by the war, the catastrophe of the war itself and the new world the war created.

North Campus  YCA-522-1450  $59  6 Sessions
6:30PM–8:30PM  R  4/7/20  Puglisi

South Campus  YCA-522-1540  $59  6 Sessions
1:00PM–3:00PM  W  2/26/20  Puglisi

NEW! WOMEN WHO ROCK THE BOAT
Women throughout time have surmounted impossible situations to create change in the world. They have gone on to win Nobel Prizes, become International leaders and head major corporations. This course will go over their lives, their motivations and how to incorporate their strength into your everyday life.

Allegheny Campus  YCA-608-1210  $39  1 Session
6:30PM–9:30PM  W  3/11/20  Faculty

AGING IN PLACE—HOW TO STAY INDEPENDENT IN YOUR HOME AS YOU AGE
This class will teach students how to build, remodel or modify homes so that they will be able to live independently as long as possible in their own homes.

Boyce Campus  YCE-097-1280  $59  4 Sessions
7:00PM–8:30PM  R  3/5/20  Faculty

CREATING AN OUTDOOR LIVING SPACE
Who doesn’t love sitting on the porch and enjoying a cup of coffee to start their day, or a good glass of wine to unwind and relax after a stressful day at the office? Outdoor living, we have all heard the term. Learn how to create an outdoor living space that is warm and welcoming.

South Campus  YCI-610-1540  $39  1 Session
10:00AM–12:00PM  S  3/7/20  McInerney

ELECTRICAL DIY BASICS FOR HOMEOWNERS
Learn how to replace wall switches and receptacles safely, inspect your service panel, repair light fixtures, and perform small electrical wiring projects. Within 24-hours of instruction, several hands-on projects, and industry tips and techniques, students should graduate with the confidence to tackle most basic home electrical wiring and maintenance projects. Even if you hire a professional, you will learn the fundamentals of electrical wiring to ensure that the job is done correctly and at a fair price. Supplies are included in the cost of the course.

Allegheny Campus  YCE-603-1210  $189  8 Sessions
9:30AM–12:30PM  S  2/15/20  See

For Community Education questions, call 412.788.7507.
EXIT & STAGE RIGHT!
Selling your home in today’s market can be stressful. This quick overview of the home selling process covers staging to settlement. Learn to prepare and stage your home, get your necessary documents in order, put your house on the market, discuss personal and home safety, and learn what happens on settlement day.

Allegheny Campus  YCE-170-1210  $39  1 Session
9:00AM–12:00PM  S  3/28/20  Boehm
North Campus  YCE-170-1450  $39  1 Session
6:30PM–9:30PM  W  3/11/20  Boehm

HOME BUYING WORKSHOP
Considering buying a home in the not-too-distant future? Then there are some things you should know in advance. We will explore such topics as choosing the right Real Estate Agent, finding available homes, placing an offer, obtaining a mortgage, home inspections and home appraisals. Led by an experienced Realtor®, students will be well informed for what to expect during the home buying process to make the most important financial decision of their lives. Registered student can bring one guest. Guest does not need to register.

Allegheny Campus  YCE-103-1210  $39  1 Session
10:00AM–12:00PM  S  3/21/20  Boehm
South Campus  YCE-103-1540  $39  1 Session
6:30PM–8:00PM  W  4/29/20  Fredrick
South Campus  YCE-103-1541  $39  1 Session
6:30PM–8:00PM  W  2/26/20  Fredrick

HOME IMPROVEMENT BASICS—DO IT YOURSELF
Whether students want to save money or just enjoy the satisfaction that comes from doing it themselves, this course will teach the basics of home repair. Students will learn how to handle practical repairs and improvements, such as installing a ceiling fan, changing a light switch or fixing a leaking faucet. Topics include basic plumbing, carpentry and electricity, painting and drywall, tools, hardware, and safety measures and precautions. If the job is too much to handle, this class will show students how to choose and hire a contractor.

Allegheny Campus  YCE-091-1210  $129  8 Sessions
1:00PM–3:30PM  S  2/15/20  See
Canon McMillan HS  YCE-091-1594  $129  8 Sessions
6:30PM–9:00PM  W  2/26/20  Luster

INTERIOR DECORATING & DESIGN
Looking to increase your home’s ‘wow’ factor? Want to create a cozy space but just not sure where to start? This course will set you on the path to design success as you learn about color theory, space planning, proportion and accessorizing. We will explore a variety of design concepts and apply them to your own decorating dilemmas!

North Campus  YCE-001-1450  $99  6 Sessions
6:30PM–9:30PM  W  3/20/20  Schweiger

ORGANIZE YOUR PHOTOS—PRINT & DIGITAL
Learn the best way to organize and preserve your printed and digital photos. The presentation will include information about conversion, archiving, and celebrating your photos. We’ll also do hands-on organizing of your digital files.

Ft. Couch Middle  YCE-608-1550  $39  1 Session
6:30PM–8:30PM  R  4/16/20  Webster
Ft. Couch Middle  YCE-608-1551  $39  1 Session
6:30PM–8:30PM  R  3/17/20  Webster
South Campus  YCE-608-1290  $39  1 Session
6:30PM–8:30PM  R  2/26/20  Webster
West Hills Center  YCE-608-1540  $39  1 Session
6:30PM–8:00PM  T  3/5/20  Webster

NEW! ORGANIZING A TO Z
Are you tired of looking at clutter in your house? Do you waste time looking for items? Come and learn tips, ideas and strategies on decluttering and organization. Take action to unload excess and gain freedom.

South Campus  YCE-083-1540  $49  6 Sessions
6:30PM–7:30PM  R  3/5/20  Graham

SELL YOUR HOUSE FOR TOP DOLLAR
Prepare your home for sale and get it sold, on your own or with an agent. This class gives you step-by-step instructions on preparing your home for today’s competitive market, determining current home values, advertising that works and holding a successful Open House. Also covered will be required disclosures, the Residential Real Estate contract and how to handle inspections.

Allegheny Campus  YCE-044-1210  $39  1 Session
6:00PM–8:00PM  W  2/19/20  Boehm
Ft. Couch Middle  YCE-044-1550  $39  1 Session
6:30PM–8:30PM  M  4/13/20  Stephan
South Campus  YCE-044-1540  $39  1 Session
6:30PM–8:30PM  T  3/17/20  Stephan

CLASS FILLED?
Additional sections of a class can be scheduled when the class is filled. We can place your name on a waiting list.
## STAGING YOUR HOME FOR THE SALE
Are you planning to sell your home? Is your home ready for sale? Can prospective buyers envision themselves living in your home? Learn tips and tricks and find out how and why staged homes sell faster and at higher prices than those not staged. Bring your home photos, if time allows we will discuss in class.

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## UPHOLSTERY
Students will learn measuring, sewing and padding techniques needed to recondition and recover furniture. By the end of the course students should have completed one or more simple projects. Bring a project piece to first class. Materials are extra and will be discussed.

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## GARDEN

### BEEKEEPING FOR BEGINNERS
Discover the many benefits of raising bees in your own backyard. Learn the basics of what you need to begin backyard beekeeping, from buying honeybees and constructing the hive to preventing bee swarming and harvesting honey.

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### ABCs OF GARDENING
How does your garden grow? Are you tired of the way it looks? With the ABCs of gardening, you will be able to rehabilitate your yard with a few simple steps. Students should bring a photo of their yard to class. Students will learn: 1. Soil analysis: amendments/fertilizers. 2. Site analysis: what to keep and what not to keep. 3. Plant selection: choosing the proper plant for your yard. 4. Maintaining your new yard: water, pruning, protection.

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### CONTAINER GARDENS
Do you have a small yard, no yard, or just can’t bend to reach the yard anymore? Gardening is still possible and within your reach! Container gardening can offer you the same joys as gardening in a large area. Selecting containers, choosing soil media, selecting proper plants for your site, fertilizing and maintaining are some of the topics covered in this workshop.

<table>
<thead>
<tr>
<th>Location</th>
<th>Code</th>
<th>Fee</th>
<th>Sessions</th>
<th>Day</th>
<th>Time</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>Allegheny Campus</td>
<td>YCI-137-1210</td>
<td>$39</td>
<td>1</td>
<td>W</td>
<td>6:30PM–9:30PM</td>
<td>McInerney</td>
</tr>
<tr>
<td>Boyce Campus</td>
<td>YCI-137-1280</td>
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<td>6:30PM–9:30PM</td>
<td>McInerney</td>
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<tr>
<td>Ft. Couch Middle</td>
<td>YCI-137-1550</td>
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<td>R</td>
<td>6:00PM–9:00PM</td>
<td>D Amico</td>
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</table>

### NEW! FROM SEED TO TRANSPLANT
Starting your own seeds can be intimidating and rewarding. Discover all you need to know to be successful from selecting seeds and containers to calculating when to start the seeds. How much light, heat and water do the seeds need to thrive? Students will participate in a hands-on activity.

<table>
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<tr>
<th>Location</th>
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<th>Sessions</th>
<th>Day</th>
<th>Time</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>Canon McMillan HS</td>
<td>YCI-118-1594</td>
<td>$39</td>
<td>1</td>
<td>M</td>
<td>6:00PM–9:00PM</td>
<td>Parsons</td>
</tr>
<tr>
<td>South Campus</td>
<td>YCI-118-1540</td>
<td>$39</td>
<td>1</td>
<td>S</td>
<td>9:30AM–12:30PM</td>
<td>D Amico</td>
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</table>

### NEW! GARDENING FOR MONARCH BUTTERFLIES
To be successful at gardening for monarch butterflies, there are several essential elements you must consider. Providing the correct habitat, selecting monarch-friendly plants, beneficial garden design and wise pest management practices are some of the topics covered in this class.

<table>
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<tbody>
<tr>
<td>South Campus</td>
<td>YCI-111-1540</td>
<td>$39</td>
<td>1</td>
<td>S</td>
<td>9:30AM–12:30PM</td>
<td>Williams</td>
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</table>

### GARDENING WITH RAISED BEDS
Discover the many benefits of raised beds for your gardens. Raised beds are a simple solution for poor soil, can increase your yield, and can give you a head start on planting in the spring. Students will discuss the different types of raised beds, site selection and preparation, soil, planting and maintenance.

<table>
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<tbody>
<tr>
<td>Allegheny Campus</td>
<td>YCI-611-1210</td>
<td>$39</td>
<td>1</td>
<td>S</td>
<td>9:00AM–12:00PM</td>
<td>Williams</td>
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<tr>
<td>Boyce Campus</td>
<td>YCI-611-1280</td>
<td>$39</td>
<td>1</td>
<td>S</td>
<td>9:00AM–12:00PM</td>
<td>Williams</td>
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</tbody>
</table>

## ENROLL EARLY!
Popular classes fill quickly and classes with low enrollment may be canceled.
GO GREEN COMPOSTING
Reduce, Reuse, and Recycle the green waste from your yard by composting. Learn how to enrich your soil with the rich, nutrient filled compost you produce from composting. Composting is both earth-friendly and budget friendly.

<table>
<thead>
<tr>
<th>Location</th>
<th>Course Code</th>
<th>Price</th>
<th>Session</th>
<th>Start Date</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allegheny Campus</td>
<td>YGE-022-1210</td>
<td>$39</td>
<td>1 Session</td>
<td>4/25/20</td>
<td>Faculty</td>
</tr>
<tr>
<td>West Hills Center</td>
<td>YGE-022-1290</td>
<td>$39</td>
<td>1 Session</td>
<td>2/29/20</td>
<td>Faculty</td>
</tr>
</tbody>
</table>

GROWING FRUITS & BERRIES
Always wanted to grow your own fruits and berries to eat freshly picked or to cook and bake with? We know just how to help. Students will discover the wide range of varieties that are best to plant in this area along with the benefits of fruits and berries in the landscape. When you have an abundance of harvest, learn the best way of preserving them.

<table>
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<th>Price</th>
<th>Session</th>
<th>Start Date</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ft. Couch Middle</td>
<td>YCI-068-1550</td>
<td>$39</td>
<td>1 Session</td>
<td>3/19/20</td>
<td>D Amico</td>
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</table>

NEW! HANGING BASKET WORKSHOP
Hanging baskets can create a focal point for your garden. Students will learn the skills needed to create and maintain a beautiful hanging basket. You will be guided through color selection, form and texture combinations along with basket, soil and fertilizer selection. Create your basket at the second class. Supplies are extra and will be discussed at the first class.

<table>
<thead>
<tr>
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<th>Price</th>
<th>Session</th>
<th>Start Date</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Canon McMillan HS</td>
<td>YCI-117-1594</td>
<td>$49</td>
<td>2 Sessions</td>
<td>5/6/20</td>
<td>Parsons</td>
</tr>
<tr>
<td>South Campus</td>
<td>YCI-117-1540</td>
<td>$49</td>
<td>2 Sessions</td>
<td>5/2/20</td>
<td>D Amico</td>
</tr>
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</table>

HILLSIDE GARDENING
Does your landscape include a hill? Learn how to turn this into a true landscape asset. Students will explore how to analyze their hill and select the best solution to their problem. Bring a photograph to class.

<table>
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<th>Instructor</th>
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<tr>
<td>Allegheny Campus</td>
<td>YCI-231-1210</td>
<td>$39</td>
<td>1 Session</td>
<td>3/17/20</td>
<td>McInerney</td>
</tr>
<tr>
<td>Canon McMillan HS</td>
<td>YCI-231-1594</td>
<td>$39</td>
<td>1 Session</td>
<td>3/30/20</td>
<td>Parsons</td>
</tr>
<tr>
<td>South Campus</td>
<td>YCI-231-1540</td>
<td>$39</td>
<td>1 Session</td>
<td>4/18/20</td>
<td>Williams</td>
</tr>
<tr>
<td>West Hills Center</td>
<td>YCI-231-1290</td>
<td>$39</td>
<td>1 Session</td>
<td>3/17/20</td>
<td>McInerney</td>
</tr>
</tbody>
</table>
INDOOR HERB GARDENS
Learn to grow herbs indoors at any time of year. Indoor herb gardens are a delight to your eye, add fragrance to your room, save you money, and are a tasty addition to any recipe. Discover which herbs are best for indoor herb gardens; how to assemble a garden; and how to care for your indoor treasure. You will make your own small herb container to take home.
Allegheny Campus  YCI-038-1210  $39  1 Session
6:30PM–9:30PM  R  3/5/20  McInerney

PRUNING
This class provides information on why, when and how to prune. Can proper pruning decrease the need for pesticides? Come prepared to practice proper pruning techniques. Bring a pair of pruning shears with you to class.
Canon McMillan HS  YCZ-008-1594  $39  1 Session
6:00PM–9:00PM  M  3/16/20  Parsons

NEW! RAIN GARDENS—SOAK UP THE RAIN
Do you have a low lying area that collects rain water? Designing and planting a rain garden can be a cost effective, beneficial and beautiful way to improve the area. Your rain garden will provide food and shelter for butterflies and birds all while filtering pollutants from water run-off allowing the water to soak more efficiently into the ground.
South Campus  YCI-114-1540  $39  1 Session
9:30AM–12:30PM  S  3/21/20  McInerney

SQUARE FOOT GARDENING
Maximize your garden production using minimal space. Learn how to construct and lay out your garden; select and plant your crops; and maintain your square foot garden. What are the pros and cons of square foot gardening?
South Campus  YCI-113-1540  $39  1 Session
9:30AM–12:30PM  S  3/7/20  Williams

THE PERFECT LAWN
Have you always wanted a thick, lush green lawn? It is possible to do it yourself! Learn how to properly care for your lawn through all the seasons of the year. Lawn care will include fertilizers, lime, weed control, revitalizing an old lawn, seeding a new lawn, thatch, aeration, winterizing and proper mowing.
Allegheny Campus  YCI-105-1210  $39  1 Session
6:30PM–9:30PM  T  3/24/20  McInerney

VEGETABLE GARDENING
Plant a vegetable garden and stretch your food budget. Do you miss the fresh vegetables from the summer time? Are you tired of winter and longing to get started planting in the garden? Discover what cool weather crops can be planted now. Discover how you get a jump on the season. You have never had a garden before? Learn how to get started then enjoy fresh vegetables straight from your own yard.
North Campus  YCI-133-1450  $39  1 Session
6:30PM–9:30PM  T  3/31/20  Faculty

NEW! VERMICOMPOSTING—COMPOSTING WITH WORMS
Reduce, reuse and recycle your green waste with Vermicomposting. Learn how to compost using worms. Worms work fast, all winter and their casting are rich in nutrients. What do you need to get started, maintain your worm bin and enrich your gardens? How does vermicomposting differ from regular composting?
Ft. Couch Middle  YCI-625-1550  $39  1 Session
6:00PM–9:00PM  R  3/19/20  Sciarrino

NEW! WHAT TREE IS THAT?
For the inexperienced naturist who wants to be able to identify trees on sight. This course will go over the basics of leaf identification, location and branch placement to help identify the common trees in the Western Pennsylvania area. We will also learn what tree is best for which space. Plan to discuss your tree questions about your space.
Allegheny Campus  YCI-620-1210  $49  2 Sessions
6:30PM–9:30PM  W  4/15/20  McInerney

LANGUAGES

LANGUAGES—LEVEL 1
Level 1 language courses are for the beginning student with little or no previous experience with the language. Students will develop listening and speaking skills through practice of the language sound system and communicative activities. Additionally, fundamental concepts of grammar will be practiced including the present tense, noun adjective agreement, numbers through 1,000, articles and sentence structure. Vocabulary will be taught thematically and will include personal introductions, telling time, the weather, discussing likes and dislikes, food and restaurant common courtesies. A textbook may be required and will be discussed at the first class.

ARABIC—LEVEL 1
Allegheny Campus  YAD-320-1210  $149  8 Sessions
6:30PM–9:30PM  W  2/26/20  Abdelwahab
CHINESE—LEVEL 1
North Campus  YAD-330-1450  $149  8 Sessions
6:30PM–9:30PM  M  2/17/20  Gee

FRENCH—LEVEL 1
Allegheny Campus  YAD-350-1210  $149  12 Sessions
9:00AM–11:00AM  S  2/15/20  Irwin

GERMAN—LEVEL 1
Allegheny Campus  YAD-360-1210  $149  8 Sessions
6:30PM–9:30PM  R  2/13/20  Frick

GREEK—LEVEL 1
Ft. Couch Middle  YAD-386-1550  $149  8 Sessions
6:30PM–9:30PM  M  2/24/20  Zervos

ITALIAN—LEVEL 1
Allegheny Campus  YAD-370-1210  $139  8 Sessions
6:30PM–9:00PM  M  2/24/20  Bozzolla
Ft. Couch Middle  YAD-370-1550  $149  8 Sessions
6:30PM–9:30PM  M  2/10/20  Kaminski

SPANISH—LEVEL 1
Allegheny Campus  YAD-380-1210  $149  8 Sessions
6:30PM–9:30PM  W  2/12/20  Silva
Braddock Hills Center  YAD-380-1230  $149  8 Sessions
6:30PM–9:30PM  R  2/13/20  Silva
Boyce Campus  YAD-380-1280  $149  8 Sessions
6:30PM–9:30PM  W  2/12/20  Spalding
Canon McMillan HS  YAD-380-1594  $149  8 Sessions
6:30PM–9:30PM  W  2/19/20  Jaczekso
Homewood-Brushton Ctr  YAD-380-1240  $149  8 Sessions
6:30PM–9:30PM  R  2/13/20  Faculty
North Campus  YAD-380-1450  $149  8 Sessions
6:30PM–9:30PM  M  2/10/20  Aguirre-Hineman
South Campus  YAD-380-1540  $149  8 Sessions
6:00PM–9:00PM  M  2/17/20  Faculty

AMERICAN SIGN LANGUAGE—LEVEL 1
American Sign Language (ASL) is a richly expressive system of manual communication used by Deaf Americans and Canadians. This introduction to ASL will be helpful to students who wish to communicate in sign in their personal lives, as well as those who wish to explore vocational opportunities in services to people who are Deaf. Formal signs, fingerspelling, pantomime gestures, facial expressions, body movements and speech will be used to convey meaning in ordinary conversation. Textbook is required and should be purchased before first class. “ABC Basic Course in American Sign Language” by Tom Humphries, Carol Padden and Terrance J O’Rourke. Second Edition ISBN: 0932666426.

Allegheny Campus  YAD-250-1210  $119  8 Sessions
6:30PM–9:00PM  T  3/3/20  Wilson
South Campus  YAD-250-1540  $119  8 Sessions
6:30PM–9:00PM  M  2/17/20  Wilson

AMERICAN SIGN LANGUAGE—LEVEL 2
This course is for students who have a basic understanding of the fingerspelling and signing vocabulary used in American Sign Language (ASL). Students will further develop conversational fluency, vocabulary and expressive communication techniques. Prerequisite: Noncredit American Sign Language 1 or equivalent.

South Campus  YAD-251-1540  $89  6 Sessions
6:30PM–9:00PM  M  4/13/20  Wilson

LATIN 1
This course is an introduction to the Latin language, particularly its grammar and vocabulary. Students will study the building blocks of the language to gain the skills necessary to read and enjoy classical literature in the original Latin at a beginner’s level. Readings will be taken (and initially adapted) from the works of various Roman authors such as Cicero, Virgil and Livy. In addition, the active use of the language through writing, speaking and hearing will help students gain mastery of grammar more quickly. Having a good foundation in word forms and syntax will serve as a first step toward the development of more advanced reading skills. This Latin course will also foster an appreciation of classical Roman literature, art, history and culture. The textbook is required and not included in the cost of the course: “Wheelock’s Latin” (7th ed., Collins 2011, ISBN-10: 0061997218).

Allegheny Campus  YAD-111-1210  $149  8 Sessions
6:30PM–9:30PM  T  2/25/20  Blume

LATIN 2
Latin Level 2 is for students who have completed Level 1 through CCAC or who, through previous experience, know some of the basic elements of Latin. This class will help students continue to improve their skills of reading, translating, and speaking Latin. The grammar covered in Level 2 consists of the perfect system of verb tenses, the passive voice, reflexive, intensive, and relative pronouns, third declension adjectives, i-stem nouns of the third declension, nouns of the fourth declension, and several uses of the ablative case. In addition, through readings taken or adapted from the works of classical authors such as Cicero, Virgil, Seneca, and Martial, as well as from mythology and the Homeric epics, students will improve their grasp of Latin grammar and expand their knowledge and appreciation of classical Roman culture, literature, and history.

Allegheny Campus  YAD-306-1210  $149  8 Sessions
6:30PM–9:30PM  M  2/24/20  Wilson
LANGUAGES—LEVEL 2
Level 2 language courses are for students who have completed Level 1 through CCAC or who have basic language skills. Students will continue to develop speaking skills through classroom activities that promote communication. Students will strengthen use of the present tense, including irregularities and the past tense will be introduced. Additional grammar concepts will include negative words, possession and ways to express the future. Thematic vocabulary units will include family, hotel visits, clothing and descriptions as well as air, train and bus travel. A textbook may be required and be discussed at the first class.

CHINESE—LEVEL 2
North Campus YAD-331-1450 $149 8 Sessions 6:30PM–9:30PM T 2/18/20 Gee
FRENCH—LEVEL 2
Allegheny Campus YAD-351-1210 $149 12 Sessions 12:00PM–2:00PM S 2/15/20 Irwin
GERMAN—LEVEL 2
Allegheny Campus YAD-361-1210 $149 8 Sessions 6:30PM–9:30PM W 2/12/20 Frick
ITALIAN—LEVEL 2
Allegheny Campus YAD-371-1210 $149 8 Sessions 6:30PM–9:30PM R 2/27/20 Sauret
North Campus YAD-371-1450 $149 8 Sessions 6:30PM–9:30PM T 2/18/20 Kaminski
SPANISH—LEVEL 2
Allegheny Campus YAD-381-1210 $149 8 Sessions 6:30PM–9:30PM T 2/11/20 Silva
South Campus YAD-381-1540 $149 8 Sessions 6:00PM–9:00PM R 2/20/20 Jaczesko

LANGUAGES—LEVEL 3
Level 3 language courses are for students who have completed Level 1 and Level 2 through CCAC or who have acquired sufficient previous experience to be able to communicate in the present tense. Structured communicative activities and open conversations will be used to develop students' speaking skills. Students will learn to discuss past events using both past tenses. Continued practice and application of previously acquired grammar will be emphasized and will expand to include object pronouns. Thematic vocabulary units will include places in a city, asking and giving directions and professions and occupations. A textbook may be required and will be discussed at the first class.

FRENCH—LEVEL 3
Allegheny Campus YAD-353-1210 $149 12 Sessions 2:30PM–4:30PM S 2/15/20 Irwin

SPANISH—LEVEL 3
Allegheny Campus YAD-382-1210 $149 8 Sessions 6:30PM–9:30PM M 2/10/20 Silva
South Campus YAD-382-1540 $149 8 Sessions 6:30PM–9:30PM W 2/19/20 Felter

ENGLISH AS A SECOND LANGUAGE 1
Students will take a conversational approach to learning English in this 24-hour course that focuses on everyday expressions needed to live and work in America. While the emphasis will be on speaking English, some reading and writing will be included. Students will work at their own levels, so both beginners and those with a little more experience are welcome. Textbook may be required and can be purchased after the first class.

ENGLISH AS A SECOND LANGUAGE 2
This 24-hour course is for students who speak English as a second language but need to improve their grammar. The class will consist of listening, speaking and reading activities, with a focus on grammar and structure. This course is designed for students who wish to improve their accuracy in using standard American English for employment or academic purposes.

ENGLISH AS A SECOND LANGUAGE 3
For students who have an intermediate or higher level of English and are interested in improving their English for academic or professional purposes. Instruction in grammar, reading, writing, speaking and listening designed to help students reach individual goals.

CURIOUS ABOUT YOUR CLASS LOCATION?
The address for your class location is listed in the front inside cover of the catalog.
For Community Education questions, call 412.788.7507. Register & pay online at shopcommunityed.ccac.edu or by phone at 412.788.7546.

Spring 2020

Community College of Allegheny County

ESL—Communicating Professionally
Non-native speakers—learn to speak more confidently and become more comfortable in professional and business settings. Topics include learning how to persuade, criticize without seeming rude, conduct meetings, make requests, and to mediate discussions. In-class work includes role playing for various business scenarios (formal and informal), as well as making short presentations.

Allegheny Campus YAD-014-1210 $79 5 Sessions
6:30PM–9:00PM T 3/24/20 Caye

ESL—Improve Your Conversation Skills
Practice your English speaking and listening skills in a relaxed and supportive setting. A variety of informal and formal speaking and listening situations will be covered. Grammar, vocabulary and pronunciation will be emphasized. Prerequisite: ESL 1 or equivalent.

Ft. Couch Middle YAD-260-1550 $79 6 Sessions
6:30PM–8:30PM R 2/27/20 Moussa
North Campus YAD-260-1450 $79 6 Sessions
6:30PM–8:30PM R 2/27/20 Faculty

French Refresher for Advanced Students
Students can strengthen their French speaking and listening abilities through lively dialogue with experienced French speakers. This course is for students who have taken several French courses and are interested in retaining or regaining their language skills. Students will focus on improving pronunciation, building vocabulary and increasing their repertoire of French expressions. Grammar and language skills will be reviewed through written and spoken assignments. Class discussions will include current issues, ensuring interesting conversation and a fun atmosphere.

Allegheny Campus YAD-004-1210 $149 8 Sessions
9:30AM–12:30PM S 3/22/20 Kirchner

German Advanced Refresher
Strengthen your German speaking and listening abilities through lively dialogue with experienced German speakers. If you have taken several German courses and are interested in retaining or regaining your language skills, this course is for you. Improve your pronunciation, build your vocabulary and increase your repertoire of German expressions. We will review grammar and hone language skills through written and spoken assignments. Class discussions include current social and cultural issues, ensuring interesting conversation and a fun atmosphere in each unique class.

Allegheny Campus YAD-006-1210 $149 8 Sessions
6:30PM–8:30PM T 2/11/20 Frick

New! Greece & Greek for Tourists
Be ready for your trip to Greece by learning about Greek customs, food, attractions and its deep, rich history and language. You’ll learn to speak and understand basic words and phrases that will be most useful in your travels. Opa!

Ft. Couch Middle YAD-387-1550 $79 4 Sessions
6:30PM–8:30PM R 2/27/20 Zervos

New! Spanish for Medical Professionals
Learn basic conversational Spanish needed to help provide the best medical help to those who do not speak English as their first language. Key healthcare words and phrases will also be discussed. No background in Spanish required.

Allegheny Campus YAD-701-1210 $69 3 Sessions
10:00AM–12:00PM S 3/7/20 Faculty

Mind & Spirit

Awakening Your Psychic Self
Would you like to tap into the power of your intuitive abilities and make them work in your life? If you are interested in exploring your psychic skills, then this course is for you! This three-week class will support you in understanding your natural gifts and encourage their development. Each week we will use different approaches to identify your psychic strengths. Classes are highly interactive where you will get to practice using a number of practical exercises in a safe and friendly environment. Whether you’re starting out on your journey of self-discovery or seeking to develop your psychic skills further, join us for a fun and positive learning experience.

Boyce Campus YEB-292-1280 $59 3 Sessions
6:30PM–8:30PM M 3/16/20 Pakler

Buddhism—View & Practice
Learn about core Buddhist teachings and how to implement them in our daily lives. We will focus on developing qualities such as compassion, joy, wisdom and equanimity, and how to use them to stabilize our emotions and transform our lives. We will also learn meditation techniques to calm and center the mind, and explore how we can integrate this increased serenity and awareness.

Allegheny Campus YEB-088-1210 $39 1 Session
9:00AM–12:00PM S 4/4/20 Weiser

Chakra Balancing & Aura Cleansing
The Chakra areas of the body allow us a glimpse of how the entire energetic system is functioning. In this class, students will practice balancing the chakras and cleansing the auric field to improve energy flow.

North Campus YEB-226-1450 $39 1 Session
6:00PM–8:30PM R 4/16/20 Troup
CHANGE YOUR THOUGHTS—CHANGE YOUR LIFE

Life changes when we change. Learn how to identify the things that keep you stuck and from moving on in life. It can be anything from a desire to get a new job, leave a bad relationship, move to a new city or allowing people to hurt you or make you feel bad about yourself. Whatever it is, changing the way you think and see the world is the key to real change.

South Campus  YEB-945-1540  $59  5 Sessions
6:30PM–8:30PM  R  3/19/20 Natali

CONNECTING WITH THE OTHER SIDE

Do you want to develop a deeper connection to passed-on loved ones and other spiritual guides? Learn to recognize your own intuitive style, develop your own symbolic shorthand and create ideal conditions for connecting with the other side. See what constitutes a message from the other side and how mediums work.

North Campus  YEB-820-1450  $39  1 Session
6:00PM–8:30PM  R  4/30/20 Troup

CREATING A POSITIVE MINDSET—VISUALIZE IT, OBTAIN IT

Do you look at a glass as half full or half empty? Changing your mindset will help you lead a more positive life. In this class we will discuss positivity versus negativity and how this can affect your day and your mindset. We will look at how to visualize your goals and how to create positive habits. In the second class, you will create your own vision board with pictures, positive statements and words.

South Campus  YEB-971-1540  $59  2 Sessions
6:30PM–9:00PM  T  4/7/20 Galloni

DEVELOPING YOUR INTUITION

Everybody has intuition. We use it every time we meet a new person, walk into a room or navigate a busy street. Honing your intuition helps you reveal your inner truth, enhance your self-esteem and engage in your life’s journey with joy and enthusiasm. This course will help you discover your many intuitive gifts. You will learn how to open up and expand your energy, receive information from your inner guidance and protect yourself from oversensitivity. We will use meditation, discussion, group and individual work to reveal how you best connect with your ‘sixth sense.’ With each exercise, you will amaze yourself with the accuracy and depth you can perceive.

Boyce Campus  YEB-058-1280  $39  1 Session
9:30AM–12:00PM  S  3/14/20 Troup
North Campus  YEB-058-1450  $39  1 Session
6:00PM–8:30PM  R  4/2/20 Troup

DREAM INTERPRETATION

A dream left uninterpreted can be like a letter unopened and unread. Dreams come to each of us nightly. They tell us about ourselves, our relationships with others, and our point of attraction. Dreams also inform, inspire, entertain, and mystify us. Learn the various types as well as how to decode the symbols of your dreams thereby unlocking the useful information they can contain.

North Campus  YEB-030-1450  $39  1 Session
6:00PM–8:30PM  R  3/19/20 Troup

NEW! FEAR OF FLYING

Does the thought of flying in a plane makes you anxious and break out in a cold sweat? Are you filled with dread by the thought of stepping foot on a plane? Do you have anticipatory anxiety weeks before you even get on the plane? Are your fears focused on not having control, or being claustrophobic, or having a fear of heights? Have you missed out on very important family trips, vacations, business opportunities and more? You are not alone. In this course you will be taught ways for overcoming your fear of flying by a licensed professional therapist.

Allegheny Campus  YEB-506-1210  $39  1 Session
9:00AM–12:00PM  S  3/14/20 Faculty
South Campus  YEB-506-1540  $39  1 Session
9:00AM–12:00PM  S  3/21/20 Pollard

GUIDED MEDITATION

Guided meditation is a type of deep relaxation that involves your whole body. The goal of guided meditation is to quiet the mind and produce a calmness and relaxation in the body. It has many health benefits: helps with anxiety and stress, lowers blood pressure, improves sleep and helps with inflammation. This is a great class for new beginners to meditation. Great for people of all ages.

Boyce Campus  YEB-286-1280  $49  4 Sessions
6:00PM–7:00PM  R  3/19/20 Martucci
South Campus  YEB-286-1540  $49  4 Sessions
6:30PM–7:30PM  T  4/12/20 Troup
South Campus  YEB-286-1541  $59  4 Sessions
10:00AM–11:30AM  W  3/4/20 Layton

ENROLL EARLY!

Popular classes fill quickly and classes will low enrollment may be canceled.
HOW TO BE MORE SOCIAL & MAKE CONVERSATION
This course will explain how to overcome or bypass the anxiety that comes from being in social situations. Students will learn the direct and indirect approaches to being more social, how to interact with people who are strangers, and how to create conversation, even if it is challenging. Additionally, the course will cover how to want to be more social, how to identify opportunities to be social and how to change thinking so that social situations represent opportunity rather than anxiety.

South Campus YEB-902-1540 $39 1 Session
6:30PM–8:00PM T 4/14/20 Suchy

NEW! HOW TO DEAL WITH LIFE
Dannie De Novo, success coach and international bestselling author, knows a thing or two about life’s transitions and how to get in a good mood and stay there. She will lead students through a four-week discovery journey that will include listening to one’s own heart, forgiveness, love and self-love, embracing change, changing one’s self-image, and learning to live in the present moment instead of the past (guilt, anger, shame, resentment) or the future (worry, anxiety, doubt). This course is intended for those who are finding themselves with one of life’s transitions or for those feeling a bit lost about their next career or life move.

Ft. Couch Middle YEB-653-1550 $59 4 Sessions
6:00PM–7:00PM R 2/27/20 De Novo

INTRODUCTION TO LIFE COACHING
A life coach helps a person identify where they are and where they want to be in various stages of life (family, relationships, career, finances, faith, etc.), and then utilizes a specific skill set and a structured conversation to close the gap between where they are and where they want to be. This course is designed to teach the basics of life coaching. Upon completion of the course the student will have a solid understanding of what coaching is (and is not), the shape of a coaching conversation and a working knowledge of the core competencies of coaching.

Allegheny Campus YEB-376-1210 $69 6 Sessions
7:00PM–9:00PM R 3/26/20 Gohn

INTRODUCTION TO THE ENNEAGRAM
Personality is wired into the nervous system as a childhood survival strategy, yet limits us in adulthood. It consists of our worldview, self-identity, coping strategy, defense mechanism, bias of attention, blind spots and avoidances, which create barriers to receptivity and change. The Enneagram is an extraordinarily accurate tool for identifying each individual’s personality type structure; providing powerful methods for expanding awareness beyond our habitual ways of thinking, feeling and acting; working with reactivity when we go on automatic; and increasing our capacity to be receptive to change and growth. Please join us to learn about his powerful system.

Ft. Couch Middle YEB-750-1550 $39 1 Session
6:30PM–9:30PM M 3/2/20 O’Donnell

INTRODUCTION TO REIKI
This three hour course will introduce you to what Reiki is, how it works and its effects on your energy system to promote balance and wellbeing. We will review the basic components of the energy system and each participant will have the opportunity to have their bio-field measured; as well as to experience Reiki in a Reiki Circle setting.

Canon McMillan HS YFC-725-1594 $39 1 Session
6:30PM–9:30PM M 4/6/20 Borne

Ft. Couch Middle YFC-725-1550 $39 1 Session
6:30PM–9:30PM M 4/27/20 Borne

LAW OF ATTRACTION
This class will explore what is needed to make good change a reality. Participants will take an entertaining look at the main points of manifesting, and then focus on how to actually get this to work in their life.

Boyce Campus YEB-086-1280 $39 1 Session
6:00PM–8:30PM R 2/27/20 Troup

NEW! MY NEXT CHAPTER—HOW TO CREATE THE BEST LIFE EVER
Do you feel like you’re living the same old story? Are you ready to turn the page and reconnect to the magic of life? This interactive course teaches the process of getting what you really want and demonstrates why it’s easier than you might think. Come discover your true capabilities and reveal the infinite possibilities for success and happiness awaiting your next chapter.

Boyce Campus YEB-600-1280 $59 4 Sessions
6:00PM–8:00PM R 3/5/20 LeFevre

REGISTER ONLINE
Students can now register and pay online for Community Education classes by visiting shopcommunityed.ccac.edu. Registering has never been easier! Simply add courses to your shopping cart. Related courses automatically appear for your shopping cart, so there is no way to miss that perfect class.
PSYCHIC READINGS—HOW TO FIND THE REAL THING!

A psychic reading can be a good investment. For example, it can provide you with important insights about your life situations, connect you with your loved ones in spirit, and uncover issues that you may not realize influence your life. Today readers come from all walks of life. Rarely are psychics, mediums, and other readers found in dimly lit rooms with flashing, neon signs that advertise their craft. Many are nurses, psychologists, teachers, and others who have developed a gift and wish to share it with others. In this class, you will receive tips that will help you develop the latest methods and achieve the best outcome, including how to find a good reader, criteria of a good reading, preparations to make prior to your reading, what you can do during a reading to ensure a good outcome, why your attitude really does matter and much more. Join us, and get the best psychic reading of your life!

Piano—Beginning

Students will learn how to read notes, count time, play chords and play simple songs.

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Piano—Level 2

If you know the piano keyboard and have the ability to read music on both treble and bass staff, attend this class.

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Piano—Level 3

This class is a continuation of Beginning Piano—Level 2. Students will learn new terms and notation to enhance their understanding of the music language. Basic chords and the next level of rhythms including eighth notes will be covered. Students will also use advanced technic to enhance their performing skills.

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Music

Guitar—Beginning

In this class, students can quickly learn the fundamentals of playing the guitar. Topics include chords, strumming technique, playing songs and using tablature. Students will also be introduced to music theory, scales and improvising. Reading music or previous experience playing an instrument is not required. In a short amount of time students will learn the basic tools needed to play in many styles. Students must bring their own guitar.

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Guitar—Intermediate

Students can hone their Guitar—Beginning skills by learning additional music theory, advanced accompaniment and more complex techniques.

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 Ukulele—Beginner Basics

Beginner ukulele basics will be presented. Students will learn simple chords and strums that are used in many popular songs. Song sheets will be provided. Students must bring their own ukuleles.

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<td>West Hills Center</td>
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Voice Class for Adults

Studies have shown that singing is the second most effective way to make you feel awesome! Laughter is number one and I’m sure there will be lots of that, too! Let yourself have some ‘me’ time singing and learning something fun and new in a supportive and encouraging environment. We will be learning the basics of proper singing technique, very basic music theory to help you understand what you’re looking at, and learning songs from stage to screen, from classic to contemporary, with lots of personal attention so that you can use your instrument to its fullest extent! All levels of singers welcome!

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<td>West Hills Center</td>
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Register & pay online at shopcommunityed.ccac.edu or by phone at 412.788.7546.
ONLINE CERTIFICATES & PROGRAMS

ABOUT OUR ONLINE COURSES
Our instructor-facilitated online courses are informative, fun, convenient, and highly interactive. Quality instructors, using highly interactive learning techniques, teach CCAC’s online courses. All courses run for six weeks totaling 12 lessons—two lessons each week. Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more. You can complete any of these courses entirely from your home or office by logging in to your online classroom at any time of the day or night from any computer. You need not be online at a specific time.

Popular six-week classes (more than 100 to choose from):

- Accounting 1 and 2
- Start a Small Business
- QuickBooks
- MS Office/Excel
- Grammar Refresher
- Grant Writing
- GRE/GMAT/SAT
- Medical Coding
- Spanish 1 and 2
- SQL/Python/Java
- Photography
- Web Design
- Writing/Publishing

HOW TO GET STARTED
1. Visit our Online Instruction Center at www.ed2go.com/ccac
2. Browse the course departments to locate your class. Choose the department and course title you are interested in and select the Add to Cart button Continue to Enrollment. Choose New Or Returning Student—here you will enter or create a user name (your email) and choose a password that will grant you access to the Classroom. During this process, you are establishing your classroom link and you will learn important information about your course. Please note the computer requirements for your course such as software or if a textbook is required.

3. To complete your enrollment in your course, call Registration at 412.788.7546 to arrange for payment of your tuition. You are not considered registered until payment is made. Enrolling in the online instruction center www.ed2go.com/ccac only establishes your classroom link. Your course number and payment information will be necessary to process your registration. Or pay online by visiting shopcommunityed.ccac.edu click on the online category and locate your course.

4. When your course starts, return to our Online Instruction Center www.ed2go.com/ccac and click the Classroom link. To begin your studies, simply log in with your e-mail and the password you created while establishing your classroom link.

ONLINE CERTIFICATE CLASSES

ACCOUNTING CERTIFICATE
Demand for accounting professionals currently exceeds supply. If you’re interested in increasing your financial awareness and accountability while also gaining a marketable skill, this certificate is for you. You’ll learn the basics of double-entry bookkeeping, while also learning how to analyze and record financial transactions, as well as prepare various financial reports at the end of the fiscal period. Student must complete Accounting Fundamentals I and II to receive certificate. You must also enroll in the online instruction center at www.ed2go.com/ccac to establish your classroom link.

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<tr>
<td>YOL-430-1308</td>
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ADMINISTRATIVE ASSISTANT CERTIFICATE
Rapid growth in the health, legal services, data processing, management, public relations and other industries has created many new job opportunities for administrative assistants. This course will help you discover and master the essentials of managerial and staff support, information and records management, communications technology, travel and meeting coordination, space planning and office ergonomics. You’ll become an indispensable member of your team by identifying opportunities and implementing solutions to turn your office into a high productivity machine. This course may help you prepare for the internationally recognized Certified Professional Secretary (CPS) and Certified Administrative Professional (CAP) exams offered by the International Association of Administrative Professionals. Student must complete Administrative Assistant Fundamentals and Applications to receive certificate. You must also enroll in the online instruction center at www.ed2go.com/ccac to establish your classroom link.

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<td>YOL-456-1308</td>
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Register & pay online at shopcommunityed.ccac.edu or by phone at 412.788.7546.
**COMPUTER NETWORKING CERTIFICATE**
Learn the fundamentals of networking and prepare for a career in an exciting and fast-growing field. Students must complete all three courses to receive a certificate. You must also enroll in the online instruction at www.ed2go.com/ccac to establish your classroom link.

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<td>Intermediate Networking</td>
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<tr>
<td>Wireless Networking</td>
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**DIGITAL MARKETING CERTIFICATE**
One of the biggest challenges for most business owners is to find a continuous supply of new customers. Over the past decade, some have differentiated themselves by leveraging the Internet and social media to do just that. Whether you consider yourself a social media novice or a seasoned veteran, this course will give you a solid foundation and thorough understanding of what social media is and how you can use it to grow your business. Student must complete all three courses to receive a certificate. You must also enroll in the online instruction at www.ed2go.com/ccac to establish your classroom link.

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<tr>
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<tr>
<td>Using Social Media in Business</td>
<td>2/12/20</td>
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<td>Achieving Top Search Positions</td>
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**ENTREPRENEUR BUSINESS CERTIFICATE**
Ready to start your own business? Hone your entrepreneurial spirit and help get your business going. Learn how to take your dream of starting a business and put it into action. You’ll begin by discovering the tricks to pricking the right opportunity. Next, you’ll learn how to develop proven marketing techniques to easily build sales. Because every business needs money, we’ll discuss traditional and nontraditional financing options. Student must complete Start Your Own Business & Creating Successful Business Plan to receive certificate. You must also enroll in the online instruction at www.ed2go.com/ccac to establish your classroom link.

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<td>Creating a Successful Business Plan</td>
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**NEW! EVENT PLANNING CERTIFICATE**
Learn how to create and coordinate successful special events. Develop skills, find resources and gain confidence to plan and produce any size or type of event. Find out what the experts and master planners already know so that you can avoid embarrassing and costly planning errors or production mistakes. After just a few weeks, you will become a knowledgeable event planner poised to produce any type of event. Student must complete all three courses to receive a certificate. You must also enroll in the online instruction at www.ed2go.com/ccac to establish your classroom link.

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<th>Start Date</th>
<th>Cost</th>
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<td>Wow! What a Great Event</td>
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<tr>
<td>Secrets of a Caterer</td>
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**GRANT WRITING CERTIFICATE**
This invigorating and informative grant writing course will equip you with the skills and tools you need to enter the exciting field of grant writing! You’ll learn how to raise needed funds by discovering how and where to look for potential funders who are a good match for your organization. You’ll also learn how to network and develop true partnerships with a variety of funders, how to organize a successful grant-writing campaign and how to put together a complete proposal package. Student must complete A-Z Grant Writing and Advanced Grant Proposal Writing to receive certificate. You must also enroll in the online instruction center at www.ed2go.com/ccac to establish your classroom link.

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<th>Course</th>
<th>Start Date</th>
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<tr>
<td>A-Z Grant Writing</td>
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<tr>
<td>Advanced Grant Proposal Writing</td>
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**NEW! HUMAN RESOURCE MANAGEMENT CERTIFICATE**
These courses are designed to help without experience in human resources to understand this very vital link in the organizational chain. It will prepare both managers and business owners to handle basic human resource functions in a way that will ensure the best possible result. You will also learn tactics to build successful employment brand, the importance of a strong onboarding program and the effect it can have on employee retention. We will also discuss how continuous learning and targeted feedback can help engage employees.

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<td>Talent and Performance Management</td>
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<tr>
<td>High Performance Organizations</td>
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**NEW! LEADERSHIP DEVELOPMENT CERTIFICATE**
Leading a team requires a unique ability to manage teams, make decisions, and work with a variety of personalities. Learn all of these skills in the Leadership program.

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<th>Course</th>
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<td>Building Teams That Work</td>
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<tr>
<td>Skills for Making Great Decisions</td>
<td>4/15/20</td>
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**NEW! MEDICAL OFFICE PRACTICES CERTIFICATE**
Learn the knowledge and skills you need to jump start your career in a variety of medical offices. This multi-course program includes Medical Terminology, Medical Math skills, Compliance of Health Insurance Portability and Accountability Act (HIPAA), and Human Anatomy. Whether you are new to the field of medicine or want to enhance your skills, this is the course for you.

<table>
<thead>
<tr>
<th>Course</th>
<th>Start Date</th>
<th>Price</th>
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</thead>
<tbody>
<tr>
<td>Medical Terminology</td>
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</tr>
<tr>
<td>Human Anatomy and Physiology</td>
<td>2/12/20</td>
<td>$129</td>
</tr>
<tr>
<td>Medical Math</td>
<td>3/18/20</td>
<td>$129</td>
</tr>
<tr>
<td>HIPAA Compliance</td>
<td>4/15/20</td>
<td>$129</td>
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**PROFESSIONAL SALES SKILLS CERTIFICATE**
Learn the skills you need to obtain a lucrative career in sales. This certificate program will teach you everything from communication to closing the deal. You’ll learn to use communication build rapport and create environments of trust, warmth and respect. Become more confident, create a great first impression, get along well with others and create more and better personal and professional relationships. Student must complete Effective Selling and Sales Skills to receive certificate. You must also enroll in the online instruction center at [www.ed2go.com/ccac](http://www.ed2go.com/ccac) to establish your classroom link.

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<tr>
<td>Professional Sales Skills</td>
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**SUPERVISION & MANAGEMENT CERTIFICATE**
If you have recently been promoted to a supervisory or management position or want to learn how to become a more effective manager, this certificate will help you master the basics of business by learning the language of management. You will learn how to make a success transition from employee to manager and you’ll learn the skills required to delegate responsibility and motivate your employees. Finally, learn how to solve problems and resolve conflicts so you can accomplish your joy more effectively. Student must complete Supervision and Management 1 and 2 to receive certificate. You must also enroll in the online instruction center at [www.ed2go.com/ccac](http://www.ed2go.com/ccac) to establish your classroom link.

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<th>Course</th>
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<td>Supervision &amp; Management 2</td>
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**WEB DESIGN CERTIFICATE**
Create and post your very own website on the Internet using HTML. First, you’ll learn about the capabilities of the World Wide Web and the fundamentals of web design. You’ll plan the content, structure and layout of your website, create pages full of neatly formatted text, build links between the pages and to the outside world and add color, backgrounds, graphics, tables, hot buttons and animation. You’ll also learn critical and timely information on securing the best possible location in search engine listings and powerful no-cost or low-cost web marketing strategies. Student must complete Creating Web Pages and Designing Websites to receive certificate. You must also enroll in the online instruction center at [www.ed2go.com/ccac](http://www.ed2go.com/ccac) to establish your classroom link.

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Don't just find a job...Start a Career!

Learn Online With Over 100 Programs!

Community College of Allegheny County
ONLINE CAREER TRAINING PROGRAMS

Online Career Training Programs can start you on a path to an in-demand profession. You can begin these programs at any time and learn at your own pace. Upon successful completion of all coursework, you will receive a Certificate of Completion.

PROGRAMS ARE AVAILABLE IN THE FOLLOWING AREAS:

- Healthcare and Fitness
- Business and Professional
- IT and Software Development
- Management and Corporate
- Media and Design
- Hospitality and Service Industry
- Skilled Trades and Industrial
- Sustainable Energy and Going Green
- Career Online High School

LEARN FROM HOME!

- 1-on-1 Instructor assistance from expert instructors
- Externship opportunities available for many programs
- Flexible Schedule study anytime, anywhere Complete in 3-6 Months!
- Affordable Payment plans available
- Books Included All materials are included in cost
- Certification Most programs lead to industry certifications

REQUIREMENTS: must have Internet access, e-mail, Netscape Navigator or Microsoft Internet Explorer, and word processing software such as Microsoft Word. Some courses may have additional requirements.

www.careertraining.ed2go.com/ccac  412-788-7507 communityeducation@ccac.edu

For Community Education questions, call 412.788.7507.
**PETS**

**AQUARIUMS**
Are you setting up an aquarium for the first time? So many new things to learn about a subject that seems complicated at first glance but when aquarium set up is broken down into simple steps, the process becomes quite simple. One must consider the amount of time and money that will be spent on fish, their care, equipment and supplies. The type of fish is also a factor as saltwater fish and freshwater fish are quite different in cost, temperament and the level of care required. However, maintaining an aquarium takes less time and money than a traditional house pet and can bring many hours of education and pleasure to the entire family.

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<th>College Campus</th>
<th>Course Code</th>
<th>Price</th>
<th>Session</th>
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<tbody>
<tr>
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<td>$39</td>
<td>1 Session</td>
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<tr>
<td></td>
<td>6:30PM–9:30PM</td>
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<td>2/17/20 Patrick</td>
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**CARE & MASSAGE FOR THE SENIOR PET**
Advanced lessons for the senior pet will teach massage techniques to help enhance and restore your pet’s quality of life and promote healthy changes in the pet’s body. Participants will review basic anatomy and gain a better understanding on the muscular system. Techniques learned will provide you with the skills on how to best assess and scan the pet’s body for areas that are stiff and sore; how to modulate your touch to meet the needs of your pet and to learn how to safely manipulate the muscular system to enhance flexibility and suppleness enabling your dog to move more freely and with less pain. Participants should not bring pets to class.

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<th>College Campus</th>
<th>Course Code</th>
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<th>Session</th>
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**FIRST AID FOR DOGS & CATS**
You love your pet. Do you know what to do in an emergency? Learn what to do when your pet is exposed to poison, seizures, fractures, bleeding, burns, choking and heatstroke; and if your pet is not breathing. Emergency treatment and first aid for pets should never be used as a substitute for veterinary care but it may save your pet’s life before you can get your pet to a veterinarian. Do not bring your pet to class.

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**MASSAGE FOR PETS**
Participants will learn to soothe and better manage their pets through the use of special massage techniques. Topics include how to use massage as a training aid, discipline and establishing trust and connection with a pet. Participants will also learn how to prevent some common canine and feline ailments through techniques that increase circulation, and soothe an aging pet’s stiff muscles. Solutions for common behavioral and health related problems will be offered. Students will have the opportunity to practice on a canine manikin. Participants should not bring pets to class.

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**PET NUTRITION**
We’ve all seen in the news pet food recalls and articles about protein versus grain ingredients for our pets. Students will learn how to identify quality dog food by learning to read labels and through discussion of those ingredients.

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<td>6:30PM–9:30PM</td>
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<td>2/19/20 Patrick</td>
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**NEW! SO I’VE ADOPTED A KITTEN, NOW WHAT?**
Learn the basics of kitten care from litterbox to the vet’s office and everything in between. This course will provide the necessary resources to raise a happy and healthy cat. Parents may bring children (under age 18) to class at no additional charge.

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<th>Session</th>
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<td>$59</td>
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<tr>
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<tr>
<td>West Hills Center</td>
<td>YBA-211-1290</td>
<td>$59</td>
<td>3 Sessions</td>
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<tr>
<td>9:00AM–11:00AM</td>
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<td>3/7/20 Pawelski</td>
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**NEW! SO I’VE ADOPTED A PUPPY, NOW WHAT?**
Learn the basics of puppy care from teething tips to the importance of socialization and everything in between. This course will provide the necessary resources to raise a happy and healthy pup. Parents may bring children (under age 18) to class at no additional charge.

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<td>West Hills Center</td>
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NEW! ENRICHING OUR PETS’ LIVES
It has been said that the majority of our pets’ lives are spent waiting for us to get home. How boring! Learn fun and easy ways to enhance your pets’ quality of life both in your company and while you’re away.

Allegheny Campus  YBA-213-121  $39  1 Session
6:30PM–9:30PM  T  4/14/20  Pawelski
Boyce Campus  YBA-213-1280  $39  1 Session
6:30PM–9:30PM  T  4/7/20  Pawelski

PHOTOGRAPHY

ADOBE LIGHTROOM FOR PHOTOGRAPHERS
This course is geared towards the photographer who is just beginning to use Lightroom and its workflow from import to print. Once you have completed this course, you should expect to feel comfortable importing photos from your camera, organizing them, developing and exporting them for print, slideshow and book formats. Please Bring a laptop with Adobe Lightroom 6 disc version or the Adobe Lightroom Classic pre-loaded onto their laptops.

Allegheny Campus  YAI-150-1550  $39  5 Sessions
6:30PM–9:30PM  M  4/20/20  Haritan

NEW! BETTER CAMERA PHONE PHOTOGRAPHY
Are you always whipping out your phone to take pictures of the world around you? Learn how to make your vacation pictures and special moments pop without having to buy an expensive and sometimes bulky camera. This class will cover all the basics of manipulating the camera app, as well as how to use composition and lighting to improve your photos.

Allegheny Campus  YBF-401-1210  $39  2 Sessions
6:00PM–8:00PM  W  2/19/20  Bachman
Boyce Campus  YBF-401-1280  $39  2 Sessions
6:00PM–8:00PM  W  3/4/20  Bachman

REGISTER ONLINE
Students can now register and pay online for Community Education classes by visiting shopcommunityed.ccac.edu. Registering has never been easier! Simply add courses to your shopping cart. Related courses automatically appear for your shopping cart, so there is no way to miss that perfect class.

PARKING ON CAMPUS
CCAC provides free parking to its students. Please be sure to display your parking permit on your car dash the dates you attend class. Your parking permit will be printed on your registration confirmation statement you will receive in the mail. If you do not receive a parking pass please call 412.788.7507.

DIGITAL PHOTOGRAPHY 1.01
This class is designed for beginners to be hands-on, so bring your camera, instruction manual and notepad. One class will be a Saturday morning field trip. This class covers: file types, shooting modes, camera and lens features; exposure and metering, ISO, aperture (f-stops), shutter speed, white balance, EV, AF and lens functions; flash, light quality and control; design and composition, camera care tips and essential gear for travel, sports, work, nature and family.

 Allegheny Campus  YBF-501-1550  $149  8 Sessions
6:30PM–9:30PM  T  2/20/20  Haritan
Washington Crown Ctr  YBF-501-1530  $149  8 Sessions
6:30PM–9:30PM  T  2/18/20  Haritan

DIGITAL PHOTOGRAPHY 1.02
Learn camera settings, light and pre-visualization will be reviewed which can have a dramatic effect of your final creation. One class will be a Saturday morning field trip. Learn advanced camera and field techniques as applied to: camera equipment and exposure modes; on and off camera flash; studio lighting for portraits and products; design and composition; realism, abstract and conceptual thought process; portfolio development and presentation.

 Allegheny Campus  YBF-502-1550  $149  8 Sessions
6:30PM–9:30PM  M  2/17/20  Haritan

EXHIBIT & SELL YOUR PHOTOGRAPHY
How does one go about marketing and selling photography? Discover what sells best, how to get wall space, printing and framing, and pricing are some of the topics covered in this workshop.

 Allegheny Campus  YBF-504-1540  $39  1 Session
9:00AM–12:00PM  S  4/18/20  Bachman

NEW! PHOTOGRAPHING SNOW
Winter offers many opportunities to capture amazing images. Bring your camera to this workshop to learn techniques specific to cold weather and snow glare. Familiarity with your camera is required.

 Allegheny Campus  YBF-076-1210  $49  2 Sessions
6:30PM–8:30PM  T  2/18/20  Bachman

For Community Education questions, call 412.788.7507.
PHOTOGRAPHY 101
This class is for those who want to quit using the automatic settings on their digital or film SLR camera. Topics include everything from basic focusing, button functions, aperture, shutter speed, depth-of-field, composition, flash, lens and ISO. Students only need their SLR and creativity. One session will be a field trip.

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<td>West Hills Center</td>
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PHOTOGRAPHY 102
Build on what you learned in Photography 101 by taking your photography to the next level. Do you know that a very good photograph can be created with the simplest of camera—even a disposable film camera—in the hands of a knowledgeable and creative photographer? Learn how to use your camera as a creative tool by combining the creative effects learned in Photography 101 with higher level composition and artistic forms to create better photographs. Learn what photographic tools are necessary and those that are not while learning more advanced camera and field techniques. The course covers everything necessary from choosing and using the right photographic tools to learning and applying more advanced camera and field techniques to create compelling photographs. Students need only their dSLR, tripod, creativity and a desire to learn photographic ‘secrets.’ One session will be a field workshop. Prerequisite: Photography 101 or equivalent experience.

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PHOTOGRAPHY OF PEOPLE, PLACES & THINGS
The technical aspects of camera settings and how they relate to improving your pictures will be covered. The class will also explore the basics of landscapes, posing people, composition and lighting. You will be taking both indoor and outdoor pictures. Participants should bring their own digital camera or DSLR.

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<td>4/16/20 Bachman</td>
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PHOTOGRAPHY—PICTURE PITTSBURGH
In this class, you will photograph Pittsburgh from well-known and not-so-well-known locations. Technical and aesthetic advice will be suggested by the guide/instructor. Transportation to the sites is the responsibility of the student. Students should have knowledge of photography fundamentals and skill with their own camera. The first class will meet in the classroom.

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<td>Allegheny Campus</td>
<td>YBF-018-1210</td>
<td>$69</td>
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<td>3/17/20 Bachman</td>
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PORTRAIT PHOTOGRAPHY
Learn to take better portrait photographs, in the studio or on-location, while learning methods to control light, setting and gesture. Students will learn about types of portraiture and their characteristics, composition rules and tools, subject behavior and posing, lighting styles and equipment. Additionally, they will gain better understanding of, and ways to control natural and artificial lighting. Prerequisite: Students should have a dSLR camera and a working knowledge of its basic functions. Bring the camera’s manual if available.

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<td>3/14/20 Bachman</td>
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THE ART OF NIGHT PHOTOGRAPHY
There is more to night photography than meets the eye. Long exposures must be used to create an expanded moment which is seen as a single image. Explore the artistic and technical challenges of developing a sense of photographic night vision. Topics include: composition; low light images; exposure techniques; alternative lighting; and the challenges of dealing with motion, changing light and weather conditions. This class is open to photographers of all levels of experience. Students must be able to control their camera exposures manually. Both film and digital cameras are welcome.

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<td>$89</td>
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<td>3/25/20 Bachman</td>
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Register & pay online at shopcommunityed.ccac.edu or by phone at 412.788.7546.
NEW! SATURDAY FLY TYING CLINICS

Register for the individual session of your choosing or select the series at a discounted rate, with one session free! To take advantage of that discount, call 412.788.7546 and register course: YFD-708-1280. Cost is $234 for the series.

Four or more flies will be taught in class with the student tying at least two of each fly pattern. In addition to tying flies, material selection, proper proportions and variations of each fly pattern will be discussed. Patterns sheets, hooks and all materials will be provided. Students will be required to supply basic fly tying tools and should have some fly tying experience and/or beginners fly tying course. Please call 412.788.7507 with questions regarding these requirements.

CADDIS FLIES—BOTTOM TO TOP
This clinic is designed to teach the proper fly tying techniques for caddis flies. Caddis flies are an important aquatic insect on many trout streams. Students will learn the fly tying techniques necessary to imitate each stage of a caddis emergence, including larva, pupa and adult.

Boyce Campus  YFD-703-1280 $39 1 Session
9:00AM–12:30PM S 2/22/20 Loughner

MAYFLIES—BOTTOM TO TOP
This clinic is designed to teach the proper fly tying techniques for mayflies. Understanding the stages of mayfly hatches is an important step in becoming a successful fly fisherman. In this course the student will learn to tie flies representing all the life stages of mayflies, nymphs, emergers, adults and spinners.

Boyce Campus  YFD-702-1280 $39 1 Session
9:00AM–12:30PM S 2/15/20 Loughner

STONEFLIES—BOTTOM TO TOP
This clinic is designed to teach the proper fly tying techniques for stoneflies. Stoneflies are an important food source in many streams and rivers. Students will learn to tie the imitations of several different types of stonefly nymphs and adults.

Boyce Campus  YFD-704-1280 $39 1 Session
9:00AM–12:30PM S 3/14/20 Loughner

TYING FLIES WITH DEER HAIR
This clinic is designed to teach the proper fly tying techniques for tying flies with deer hair. In this course students will learn the methods of spinning and stacking deer hair to tie effective flies for trout, bass and other species.

Boyce Campus  YFD-705-1280 $39 1 Session
9:00AM–12:30PM S 3/21/20 Loughner

TYING FLIES WITH FOAM
This clinic is designed to teach the proper fly tying techniques for tying flies with Foam. This class teaches the fly tying techniques for creating realistic and durable flies for trout, bass and other species.

Boyce Campus  YFD-706-1280 $39 1 Session
9:00AM–12:30PM S 4/4/20 Loughner

TYING STREAMER FLIES
This clinic is designed to teach the proper fly tying techniques for streamer flies. Flies that represent baitfish account for some of the largest fish caught each season. This class is designed to teach the techniques necessary to tie imitations of the minnows, sculpins, dace, shiners and darters found in our rivers, lakes and streams.

Boyce Campus  YFD-701-1280 $39 1 Session
9:00AM–12:30PM S 2/8/20 Loughner

TYING THE WOOLY BUGGER & ALL ITS VARIATIONS
The original Wooly Bugger is a very effective imitation of baitfish, crayfish, nymphs and leeches. In this course we will tie many variations of this effective pattern, including the wooly sculpin, the war bird and the crystal bugger.

Boyce Campus  YFD-707-1280 $39 1 Session
9:00AM–12:30PM S 2/1/20 Loughner
SPORTS & RECREATION

GOLF—BEGINNING
This class will explore the fundamentals of beginning golf. Topics will include grip, stance and swing fundamentals, as well as chipping and putting. Rules and etiquette will also be discussed. Students should bring an iron, wood and putter to class. In addition to tuition paid to CCAC, golf courses carry additional range and ball fees payable to the sites at the first class. Please see Additional Golf Fees listing for additional costs.

<table>
<thead>
<tr>
<th>Course Name</th>
<th>YFD</th>
<th>Price</th>
<th>Sessions</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>Scally's Golf Course</td>
<td>YFD-910-1480</td>
<td>$69</td>
<td>6</td>
<td>6:30PM–8:00PM</td>
<td>M</td>
<td>4/13/20 Faculty</td>
</tr>
<tr>
<td>Scally's Golf Course</td>
<td>YFD-910-1481</td>
<td>$69</td>
<td>6</td>
<td>6:30PM–8:00PM</td>
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<td>4/14/20 Faculty</td>
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<tr>
<td>Scally's Golf Course</td>
<td>YFD-910-1482</td>
<td>$69</td>
<td>6</td>
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<td>YFD-910-1483</td>
<td>$69</td>
<td>6</td>
<td>10:00AM–11:30AM</td>
<td>S</td>
<td>4/18/20 Faculty</td>
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<tr>
<td>Willows Driving Range</td>
<td>YFD-910-1280</td>
<td>$69</td>
<td>6</td>
<td>6:00PM–7:30PM</td>
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<tr>
<td>Willows Driving Range</td>
<td>YFD-910-1281</td>
<td>$69</td>
<td>6</td>
<td>6:00PM–7:30PM</td>
<td>R</td>
<td>4/30/20 Reid</td>
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</table>

GOLF—INTERMEDIATE
Students will review the fundamentals and advanced swing techniques for more power, in addition to working on their short game, bunker techniques and playing from uneven lies. Golf—Beginning or equivalent is a prerequisite for this class. Please see Additional Golf Fees listing for additional costs.

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<td>6</td>
<td>7:30PM–9:00PM</td>
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<td>4/30/20 Reid</td>
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LEARN TO FLY FISH
This introductory class explores the fundamentals of fly fishing. Aimed at the novice fly angler, topics include equipment selection, knot tying, basic entomology and fly selection, reading the water, safety considerations, and where to fly fish in Western PA. Finally, fly casting, the most important aspect of fly fishing, will be demonstrated. In addition to course fees, an optional field trip is scheduled to a private trout stream with your instructors, who are all former fly fishing guides. Students are responsible for the fee of the field trip. More details will be provided at the first session. Waders and boots are not necessary for the class, but if students have their own rod and reel they should bring them!

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<th>Sessions</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
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</thead>
<tbody>
<tr>
<td>Boyce Campus YFD-947-1280</td>
<td>$139</td>
<td>8</td>
<td>6:00PM–8:30PM</td>
<td>TR</td>
<td>3/3/20 Reeder</td>
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</table>

INTERMEDIATE FLY FISHING
This course picks up where our Introduction course left off. Two full sessions will be devoted to fly casting for distance and accuracy. Specific casts, such as the tuck cast, reach cast, and slack line cast will be taught. Students will build their own leaders during one session, including one for trout and one for warm-water species. Additional knots will be covered. Finally, equipment, rigs, and techniques for success in specific fly fishing scenarios will be discussed: fishing with multiple flies, ‘dry-dropper’; retrieving streamer flies; fly fishing for other species like smallmouth bass and—given the time of year—teelhead! Some fly fishing experience and/or a basic understanding of the topics covered in our Introduction to Fly Fishing course is helpful, but not necessarily required. As with our Introduction to Fly Fishing course, we will focus on Western Pennsylvania, but what is learned in this course will apply almost anywhere in the country. In addition to course fees, an optional field trip is scheduled to private fly fishing only water with your instructors. Students are responsible for the fee of the field trip. More details will be provided at the first session.

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<tr>
<td>Boyce Campus YFD-949-1280</td>
<td>$139</td>
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<td>6:00PM–8:30PM</td>
<td>TR</td>
<td>4/7/20 Reeder</td>
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ADDITIONAL GOLF FEES
In addition to tuition paid to CCAC, golf courses carry additional range and ball fees payable to the sites at the first class.

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Fee</th>
<th>Bucket</th>
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</thead>
<tbody>
<tr>
<td>Scally's Golf</td>
<td>$45</td>
<td>range fee</td>
</tr>
<tr>
<td>Willows Driving Range</td>
<td>$4</td>
<td>small bucket</td>
</tr>
<tr>
<td>Willows Driving Range</td>
<td>$8</td>
<td>medium bucket, $10 large bucket</td>
</tr>
</tbody>
</table>
INTRODUCTION TO FLY TYING
Tie your own flies and catch fish! Introduction to Fly Tying is designed for the beginner who is interested in tying his or her own flies. In this course, we will teach you the basic techniques of fly tying. With practice, you will be able to imitate many insects and bait fish that fish eat. Each session will cover one type of fly and one or two fly patterns that represent that type of fly. We hope that this course will make you a better fly tier, fly angler, and ultimately increase your awareness of nature along the stream. Some tools are required: vice, scissors, bobbin, hackle pliers, bodkin, whip finish tool, and hair stacker. Students will not need to purchase tools for the first day of class. Materials and hooks will be provided.

Boyce Campus  YFD-950-1280  $139  8 Sessions
6:00PM–8:30PM  TR  2/4/20 Reeder

SELF-DEFENSE & AWARENESS
This course will bring increased awareness by providing tips, explanations and practice to better understand good or bad surroundings anywhere or anytime to help avoid unnecessary risks. Students will learn self-defense and how to make it easy to understand basic defensive skills, which will help create more opportunities to get away from an attacker and seek help.

Allegheny Campus  YFD-235-1210  $39  1 Session
9:00AM–12:00PM  S  3/14/20 Loshelder

South Campus  YFD-235-1540  $39  1 Session
9:30AM–11:30AM  S  2/15/20 Loshelder

TRADES
SMALL GAS ENGINE REPAIR 1
Students will explore engine theory and system components, including fuel, ignition, carburetors and more. Easy troubleshooting and tune-up procedures will also be covered. Students will be able to work on their own equipment and bring their own tool box. A textbook is recommended at an additional cost.

West Hills Center  YCE-401-1290  $159  8 Sessions
6:30PM–9:30PM  R  2/20/20 Abbott

WRITING
BREAKTHROUGH WRITING—YOUR FIRST NOVEL
Students will learn how to start a novel (or if applicable, finish one), and to revise and self-edit with clarity and honesty. But, most importantly, students will learn to unfurl the story in their head and put it on paper in a cohesive way. Topics include developing plot, characters, conflict and pacing. Finer points such as naming your characters, will also be discussed. Feedback from the instructor and fellow students will be provided.

Allegheny Campus  YAB-219-1210  $59  4 Sessions
6:30PM–8:30PM  T  2/24/20 Reeder

South Campus  YAB-219-1540  $99  8 Sessions
9:30AM–11:30AM  S  2/15/20 Loshelder

CREATIVE WRITING
Students will develop and hone their creative writing skills in this class. Both beginners and advanced writers are welcome. Topics include memoirs, poetry, essays, short stories and novels. Individual development will be stressed and workshops will be used to encourage class participation.

Allegheny Campus  YAB-025-1210  $89  6 Sessions
6:30PM–9:30PM  M  2/24/20 Kirk

Ft. Couch Middle  YAB-025-1550  $89  6 Sessions
6:30PM–9:00PM  M  2/24/20 Shapiro

North Campus  YAB-025-1450  $89  6 Sessions
6:30PM–9:00PM  T  3/3/20 Faculty

GRANT WRITING
Learn the process for successful grant writing. We’ll discuss how to identify resources and supports for proposal submission; the common grant application; how to write an effective executive summary; and outline a funder approved evaluation segment.

Allegheny Campus  YGA-228-1210  $79  6 Sessions
6:00PM–8:00PM  M  2/24/20 Tamburri

Boyce Campus  YGA-228-1280  $79  6 Sessions
6:00PM–8:00PM  T  2/25/20 Tamburri

HOW TO BUILD AN AUTHOR PLATFORM
Authors frequently hear that they need a platform, but what does that mean? In this workshop, students will learn what an author platform is, why they need one and how to build it.

Ft. Couch Middle  YAB-273-1550  $39  1 Session
6:00PM–9:00PM  M  4/20/20 Howley
HOW TO FIND A WRITER’S AGENT
Do you have a book manuscript you’d like to sell? Do you want to get your manuscript out of the slush pile and into the hands of an editor? You can do this if you have the right agent. However, finding someone to represent you can be almost as difficult as selling your book. In this three-hour workshop you will learn how to select and contact agents. You will also learn how to write query letters.

Ft. Couch Middle  YAB-752-1550 $39 1 Session
6:00PM–9:00PM  R 4/16/20 Howley

HOW TO WRITE FOR MAGAZINES & OTHER PUBLICATIONS
If you ever wanted to write for local, regional, or national publications, this course will teach you how to pitch your ideas and get published. Students will learn how to find story ideas, target appropriate publications, write query letters and write a great article. We’ll discuss current trends in publishing, realistic payment expectations and tips on how and where to get started.

Ft. Couch Middle  YAB-002-1550 $39 1 Session
6:00PM–9:00PM  R 4/30/20 Howley

INTRODUCTION TO WORLD BUILDING
This course will provide the tools needed to build a fictional world that hold up to scrutiny and stretches across multiple narratives. The student will learn the tools necessary to build a world that is both strange and recognizable by looking at other examples, as well as receive feedback on their own works.

Allegheny Campus  YAB-830-1210 $79 4 Sessions
6:30PM–8:30PM  R 3/12/20 Lasota

MEMOIR WRITING WORKSHOP
Everyone has a story to tell. In this workshop, students will learn what it takes to write a memoir, including tips on how to get started and practical advice on publishing options.

Allegheny Campus  YAB-272-1210 $39 1 Session
9:00AM–12:00PM  S 3/28/20 Howley

Ft. Couch Middle  YAB-272-1550 $39 1 Session
6:00PM–9:00PM  M 4/27/20 Howley

South Campus  YAB-272-1540 $39 1 Session
9:30AM–12:30PM  S 3/21/20 Howley

THE ART OF CHARACTER CREATION
Characters are the driving force of fiction. They are complex creatures that reflect real people and real experiences yet are not real. Without them, our novels and stories would be skeletons with no muscle or skin. This 4-session workshop will cover everything from the basics of developing backstory, appearance, and biographical details to the nuances of background characters, motivation, and tension. We will deconstruct famous fictional figures like James Bond and Darth Vader to find out what makes them so compelling. We will use exercises to create new characters and strengthen existing ones. Regardless of where you are on your writing journey, this workshop will help you develop irresistible, lovable (or hateable!), round characters.

Allegheny Campus  YAB-228-1210 $59 4 Sessions
6:00PM–9:00PM  W 4/15/20 Faculty

WRITERS SUPPORT
This course will provide an opportunity for writers of all genre to set goals, be accountable and have their work evaluated in a constructive supportive environment.

Allegheny Campus  YAB-003-1210 $89 8 Sessions
6:00PM–8:00PM  T 2/11/20 Howley

Ft. Couch Middle  YAB-003-1550 $89 8 Sessions
6:00PM–8:00PM  M 2/10/20 Howley

NEW! WRITING CHILDREN’S BOOKS
Inspire a child. Provide a child with an amazing journey. Tackle tough topics such as anti-bullying and learning kindness. Write a children’s book. In this course, you will learn what it takes to write a children’s book. Learn how to develop characters a child can relate to and develop settings and experiences they will recognize.

South Campus  YAB-027-1540 $79 6 Sessions
10:00AM–12:00PM  S 3/7/20 Tamburri

WRITING THE SHORT STORY
A short story is a slice of life and it’s the best place for new writers to hone their craft. Stories capture particular people and places, memories and images, and ideas and emotions that make up daily lives. Get started (or to get going again) and tap into thoughts, memory and imagination. Topics include: developing structure, narrative, voice, plot and character; creating dialogue; and examining the work of key contemporary short story writers. Writing exercises and discussion will round out class sessions. The aim is to complete a short story by the end of the course. No previous writing experience is required.

Allegheny Campus  YAB-802-1210 $89 6 Sessions
6:30PM–8:30PM  T 2/25/20 Kirk
SOUTH CAMPUS

YOUTH

NEW! BUILDING YOUR OWN PC

Ages 13–17
Are you interested in building your own PC? Learn about the pros and cons of the DIY computer along with which parts you need, features to look for, where to buy them and the step-by-step process of building.

South Campus YOU-546-1540 $39 1 Session
10:00AM–12:00PM S 3/21/20 Sharp

DRAWING & SKETCHING

Ages 9–13
Learn to draw better using a variety of artist tricks using warm-up techniques, contour, quick gestures, grids, up-side down, form and shapes. Create wonderful art using markers, pencils and water colored pencils (both wet and dry). Students will draw a lion, geisha, horse and much more. Cost of material will be extra and will be discussed the first class.

South Campus YOU-137-1540 $59 6 Sessions
10:00AM–12:00PM S 2/15/20 Faculty

NEW! FIRST AID FOR DOGS & CATS

Ages 10–17
You love your pet. Do you know what to do in an emergency? Learn what to do when your pet is exposed to poison, seizures, fractures, bleeding, burns, choking, heatstroke, or if your pet is not breathing. Emergency treatment and first aid for pets should never be used as a substitute for veterinary care but it may save your pet’s life before you can get your pet to a veterinarian. Do not bring your pet to class.

South Campus YOU-626-1540 $39 1 Session
10:00AM–12:30PM S 3/14/20 Updegrove

NEW! FRENCH

Ages 9–13
In this beginner French class for youth, learn the basics of the French language. In addition to numbers and letters, basic vocabulary, phrases and sentences will be taught.

Allegheny Campus YOU-618-1210 $99 4 Sessions
10:00AM–11:30AM S 2/15/20 Faculty

NEW! MOTHER/DAUGHTER PAINT CLASS

Girls, this is for you! A duo paint class where your painting is ‘connected’ to your other family member—all in a singular picture! Supplies: Bottled acrylic craft paint of various colors, a variety of brushes, canvas sizes that match with your family members, cup for water, paper towels, smock/large shirt, pencil. Instructor will contact you with more information. Cost includes both mother and daughter. Please use mother information when registering.

South Campus YDA-704-1540 $49 1 Session
6:00PM–9:00PM M 3/2/20 Kirk
West Hills Center YDA-704-1290 $49 1 Session
6:00PM–9:00PM T 2/18/20 Kirk

NEW! MOM & ME CUPCAKES

Ages 3–6
Decorate pre-made, homemade cupcakes with your little one. Cost includes both mom and child. Please use mom information when registering.

Williams Sonoma YOU-687-1585 $49 1 Session
10:00AM–11:30AM M 3/2/20 Faculty

NEW! MOM & ME PIZZA

Ages 3–6
You and your little one will create a pizza with various toppings and a dessert pizza for a sweet treat. Cost includes both mom and child. Please use mom information when registering.

Williams Sonoma YOU-689-1585 $49 1 Session
10:00AM–11:30AM M 5/4/20 Faculty

NEW! MOM & ME TEA PARTY

Teatime in the spring. We will make mini sandwiches and mini scones to enjoy with hot or cold (for the little ones) tea for a fun afternoon. Bring your favorite teacup. Cost includes both mom and child. Please use mom information when registering.

Williams Sonoma YOU-688-1585 $49 1 Session
10:00AM–11:30AM M 4/6/20 Faculty

NEW! GUITAR ROCKS!

Learn to use a pick, strum and play chords, and read music in the treble clef. Whether you want to play solo or as part of a band, you will learn guitar basics in this camp. We will focus on playing contemporary popular songs. Bring your own acoustic or electric guitar.

South Campus YOU-146-1540 $79 6 Sessions
6:00PM–7:30PM W 2/19/20 Faculty

NEW! MOTHER/DAUGHTER PAINT CLASS

Girls, this is for you! A duo paint class where your painting is ‘connected’ to your other family member—all in a singular picture! Supplies: Bottled acrylic craft paint of various colors, a variety of brushes, canvas sizes that match with your family members, cup for water, paper towels, smock/large shirt, pencil. Instructor will contact you with more information. Cost includes both mother and daughter. Please use mother information when registering.

South Campus YDA-704-1540 $49 1 Session
6:00PM–9:00PM M 3/2/20 Kirk
West Hills Center YDA-704-1290 $49 1 Session
6:00PM–9:00PM T 2/18/20 Kirk

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Teatime in the spring. We will make mini sandwiches and mini scones to enjoy with hot or cold (for the little ones) tea for a fun afternoon. Bring your favorite teacup. Cost includes both mom and child. Please use mom information when registering.

Williams Sonoma YOU-688-1585 $49 1 Session
10:00AM–11:30AM M 4/6/20 Faculty

NEW! MOTHER/DAUGHTER PAINT CLASS

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South Campus YDA-704-1540 $49 1 Session
6:00PM–9:00PM M 3/2/20 Kirk
West Hills Center YDA-704-1290 $49 1 Session
6:00PM–9:00PM T 2/18/20 Kirk

NEW! MOM & ME PIZZA

Ages 3–6
You and your little one will create a pizza with various toppings and a dessert pizza for a sweet treat. Cost includes both mom and child. Please use mom information when registering.

Williams Sonoma YOU-689-1585 $49 1 Session
10:00AM–11:30AM M 5/4/20 Faculty

NEW! MOM & ME TEA PARTY

Teatime in the spring. We will make mini sandwiches and mini scones to enjoy with hot or cold (for the little ones) tea for a fun afternoon. Bring your favorite teacup. Cost includes both mom and child. Please use mom information when registering.

Williams Sonoma YOU-688-1585 $49 1 Session
10:00AM–11:30AM M 4/6/20 Faculty

For Community Education questions, call 412.788.7507.
SAT PREP—MATH & VERBAL
This 24-hour course is designed for high school students or anyone planning to take the Scholastic Achievement Test (SAT) or Pre-Scholastic Aptitude Test (PSAT) in preparation for college admission. The course includes careful analysis for completion of the sections on evidence-based reading and writing, writing strategies and tips for the optional essay, and a comprehensive review of algebra and advanced math with and without the use of a calculator. Test-taking strategies, time-saving techniques and practice tests are also included. A textbook is required and is not included in the cost of the course. Textbook is: “Barron's SAT Prep” Thirtieth edition (July 16, 2019) ISBN-13: 978-1506258027, ISBN-10: 1506258026.

North Campus  YOU-630-1450  $109  8 Sessions
6:00PM–9:00PM  W  2/19/20  Clark

SAT PREP 2-DAY WORKSHOP
This 12-hour, two-day workshop provides a guided review of the math and verbal skills for the Scholastic Aptitude Test (SAT). The course includes careful analysis for completion of the sections on evidence-based reading and writing, writing strategies and tips for the optional essay, and a comprehensive review of algebra and advanced math with and without the use of a calculator. Test-taking techniques and strategies are also discussed. This workshop is taught at an accelerated, concentrated pace. Students should bring a calculator. A textbook is required and is not included in the cost of the course. Textbook is: “Barron's SAT Prep” Thirtieth edition (July 16, 2019) ISBN-13: 978-1506258027, ISBN-10: 1506258026.

Braddock Hills Center  YOU-635-1230  $109  2 Sessions
9:00AM–4:00PM  S  3/21/20  Faculty

Boyce Campus  YOU-635-1280  $109  2 Sessions
9:00AM–4:00PM  S  2/29/20  Ruhe

South Campus  YOU-635-1540  $109  2 Sessions
9:30AM–3:30PM  S  2/22/20  Brim-Simpson Fleckenstein

West Hills Center  YOU-635-1290  $109  2 Sessions
9:00AM–4:00PM  S  3/28/20  Ruhe

NEW! SPANISH
Ages 9–13
In this beginner Spanish class for youth, learn the basics of the Spanish language. In addition to numbers and letters, basic vocabulary, phrases and sentences will be taught.

Allegheny Campus  YOU-617-1210  $99  4 Sessions
10:00AM–11:30AM  S  2/15/20  Faculty

NEW! TEEN CAKE DECORATING
Ages 12–17
Enjoy learning the basics of various piping, decorations, flowers and fondant with a variety of tips to decorate your own cakes for family and friends.

Canon McMillan HS  YOU-881-1594  $39  1 Session
6:00PM–9:00PM  W  5/6/20  Kirk

South Campus  YOU-881-1540  $39  1 Session
6:00PM–9:00PM  T  4/14/20  Kirk

VIDEOGRAPHY
Ages 13–17
Have you ever wanted to make a movie or TV show? We will learn the whole process of making a short film from developing and idea to editing together the final product. Students will play an active role through the whole process, learning while doing and having fun creating their first short.

South Campus  YOU-488-1540  $79  6 Sessions
11:30AM–1:30PM  S  2/15/20  Brant

WATER BABIES
Ages 9 months–3 years
In this parent/child water adjustment class, parents will be given information and techniques to help guide their child in the water. Although only the child needs to register, a parent or adult must assist the child in the water during instruction. $10 deposit required at first class for key.

Sisters of Divine Prov  YOU-775-1420  $89  8 Sessions
1:30PM–2:30PM  M  3/16/20  Yarzebinski

Sisters of Divine Prov  YOU-775-1421  $89  8 Sessions
2:30PM–3:30PM  M  3/16/20  Yarzebinski

WATER TOTS
Ages 3–5 years
In this parent/child water adjustment class, parents will be given information and techniques to help guide their child in water. Submersion is encouraged and more water skills can be taught with this age group. Although only the child needs to register, a parent or adult must assist the child in the water during instruction. $10 deposit required at first class for key.

Sisters of Divine Prov  YOU-776-1420  $89  8 Sessions
1:30PM–2:30PM  W  3/18/20  Yarzebinski

WATERCOLORS
Ages 9–13
Learn to paint with watercolors and create beautiful illustrations. Explore texture and color while developing watercolor techniques bringing your creations to life through practice in the classroom. Cost of materials are extra; call 412.788.7057 for a supply list.

South Campus  YOU-880-1540  $59  4 Sessions
10:00AM–12:00PM  S  4/18/20  Barton

Register & pay online at shopcommunityed.ccac.edu or by phone at 412.788.7546.
WORKFORCE DEVELOPMENT & CONTINUING EDUCATION

PLUS 50 INITIATIVE
Completing a degree or certificate is the key to opening new doors. Going back to school and earning your college degree or certificate in health care, education, and social services paves the way to opportunities for new jobs and career advancement. Earning a degree or certificate is easier than ever. If you are thinking about getting your degree or certificate, you won’t be starting at square one. Under the Plus 50 Encore Completion Program, adult students can gain credits for past education and work experience. It is a great time to come back. As the economy recovers, getting your degree or certificate can help increase your earning potential. The Plus 50 Encore Completion Program offers courses tailored to your needs, making it easier than ever to finish what you started. For more information, please email mguercio@ccac.edu or call 412.237.2723.

VOCATIONAL-RESIDENTIAL DEVELOPMENT CLASSES
The Human Services Professional Development program offers centralized training classes open to all human services agencies as well as specialized in-agency training classes. The courses we offer include professional development classes for staff to improve and update knowledge related to their jobs as well as personal growth and skill development classes for staff wanting to enhance individual growth in order to increase professional performance. Our classes are designed to meet the training requirements of the Allegheny County Department of Human Services and the Department of Public Welfare. For more information or to get a list of classes, please call Susan Kennedy at 412.237.6587, email skennedy@ccac.edu or visit ccac.edu (search vocational-residential classes).
HEARTSAVER CPR/AED TRAINING
You can double or triple a person’s chance of survival from sudden cardiac arrest by giving CPR immediately. The American Heart Association (AHA) Heartsaver CPR AED course is a video-based, 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. This course is for anyone with limited or no medical training who needs a course completion card in CPR and AED use to meet job, regulatory, or other requirements. Participants will receive an AHA Heartsaver CPR AED course completion card that is good for two years.

<table>
<thead>
<tr>
<th>Location</th>
<th>Code</th>
<th>Price</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allegheny Campus</td>
<td>XIA-441-57001</td>
<td>$55</td>
<td>8:30AM–12:30PM Saturday 1/18/20</td>
</tr>
<tr>
<td>North Campus</td>
<td>XIA-441-57002</td>
<td>$55</td>
<td>8:30AM–12:30PM Saturday 2/15/20</td>
</tr>
<tr>
<td>West Hills Center</td>
<td>XIA-441-57003</td>
<td>$55</td>
<td>8:30AM–12:30PM Saturday 3/21/20</td>
</tr>
<tr>
<td>South Campus</td>
<td>XIA-441-57004</td>
<td>$55</td>
<td>8:30AM–12:30PM Saturday 4/18/20</td>
</tr>
<tr>
<td>Boyce Campus</td>
<td>XIA-441-57005</td>
<td>$55</td>
<td>8:30AM–12:30PM Saturday 5/16/20</td>
</tr>
</tbody>
</table>

EMERGENCY MEDICAL TECHNICIAN (EMT)
The EMT course prepares students with the knowledge and skills to provide basic level emergency care in a pre-hospital setting. This course is aligned with the National Education Standards for EMT as approved by the PA DOH (Pennsylvania Department of Health). Students will learn emergency care for cardiac arrest, medical emergencies, trauma emergencies, patient assessment techniques, oxygen administration, pharmacology for emergency care and EMS Operations. Students must be able to meet all requirements for the Functional Position Description for EMT. The course will include classroom sessions, skill labs, and a required clinical rotation in a hospital or other approved facility. For more information, please contact Rick Susalla at rsusalla3@ccac.edu or 412.788.7365.

Allegheny Campus Day Class
KLI Building, Room 520
XGC-600-57600 $650
8:30AM–12:30PM MWR 1/13/20–4/13/20
8:00AM–5:00PM S 2/8/20, 2/29/19, 3/21/19

Allegheny Campus Evening Class
KLI Building, Room 520
XGC-600-57602 $650
6:00PM–10:00PM TR 1/14/20–6/11/20
8:00AM–5:00PM S 2/15/20, 3/7/20, 3/28/20, 4/18/20

EPA LEAD CERTIFIED RENOVATOR INITIAL & REFRESHER TRAINING
Classes will provide EPA mandated training for you and/or your employees to become EPA lead certified renovators and comply with designated federal law. For more information email fsekula@ccac.edu or call 412.788.7382.

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<td>West Hills Center</td>
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<td>$249</td>
<td>1 Session Initial 2/21/20</td>
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<tr>
<td>West Hills Center</td>
<td>XGH-401-5601</td>
<td>$149</td>
<td>1 Session Refresher 2/20/20</td>
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CONTINUING EDUCATION TRAINING PROGRAMS FOR STUDENTS WITH SPECIAL NEEDS
Come make new friends, meet old friends or sign up with current friends and enjoy really cool classes and events. Classes are offered in local neighborhood community centers, bowling allies, cinemas, hotel ballrooms and CCAC campuses and centers. The goal of each course is to provide educational and social interaction classes to enhance skills of persons with a wide range of disabilities. For a list of classes, please visit ccac.edu (search special needs) or contact Mary Jo Guercio at mguercio@ccac.edu or 412.237.2723.

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FLAGGER TRAINING & CERTIFICATION
There is always high demand for flaggers in the construction field. A flagger is the most important job on the worksite. They protect not only workers but also pedestrians and drivers. This four-hour certification course will provide you with the skill set to be a safe and effective flagger. Upon completion of this course you will receive your certification that will last for four years. Prevailing wages for a certified flagger is $12–$23 per hour. Job resources will be provided. Email bstellfox@ccac.edu or call 412.788.7385.

Allegheny Campus XGH-258-5601 $129 1 Session
8:30AM–1:00PM S Edwards 3/14/20

REAL ESTATE FUNDAMENTALS & PRACTICE
This 75-hour course will provide instruction to individuals who intend to become real estate agents or those interested in gaining general knowledge in the field of real estate. The text “Modern Real Estate Practice in Pennsylvania, 13th Edition, Bellaris” is required for class, but not included. Please bring a business calculator to class. For more information email fsekula@ccac.edu or call 412.788.7382.

North Campus XCR-106-5601 $479 25 Sessions
6:00PM–9:00PM MW McAndrews 2/17/20
South Campus XCR-106-5602 $479 25 Sessions
6:30PM–9:30PM MW Janov 2/17/20

PROFESSIONAL CONTINUING EDUCATION (PCE) PROGRAMS

Accountant Continuing Education Day Seminar
April 2020
Email mbahur@ccac.edu or call 412.788.7383

Attorney Continuing Education Day Seminar
April 2020
Email bstellfox@ccac.edu or call 412.788.7385

Certified Employee Benefits Specialist (CEBS)
Starting Spring 2020
Email bstellfox@ccac.edu or call 412.788.7385

EPA Lead Renovator & Abatement Programs
Starting Spring 2020
Email fsekula@ccac.edu or call 412.788.7382

Flagger Training & Certification
Starting Spring 2020
Email bstellfox@ccac.edu or call 412.788.7385

Insurance Career Preparation
Starting Spring 2020
Email bstellfox@ccac.edu or call 412.788.7385

Pennsylvania Continuing Legal Education Evening Classes
Starting April 2020
Email bstellfox@ccac.edu or call 412.788.7385

Public Accountant, Enrolled Agent & Other Tax Practitioner Evening Classes
Starting January 2020
Email mbahur@ccac.edu or call 412.788.7383

Real Estate Fundamentals & Practice
Starting Spring 2020
Email fsekula@ccac.edu or call 412.788.7382

Real Estate Fundamentals & Practice—Online
Starting Spring 2020
Email fsekula@ccac.edu or call 412.788.7382

WEDnet (WORKFORCE & ECONOMIC DEVELOPMENT)
Does your company need training? There are state funds available to update and improve the skills of your employees to make your company more competitive in this fast-changing economy. From manufacturing to healthcare, your company may be eligible for these state-sponsored funds. Please email or call Reggie Overton, roverton@ccac.edu/412.788.7536 or Jen Russell, jrussell2@ccac.edu/412.788.7393, to see if your company qualifies for training through WEDnet, www.wednetpa.com.

CASINO DEALER SCHOOL
So you think you want to work in a casino? CCAC is pleased to offer casino dealer training classes through a partnership with Rivers Casino. Classes are available in both the daytime and evening. For more information contact Jen Russell at jrussell2@ccac.edu.
BASIC LIFE SUPPORT (BLS) CPR TRAINING
This course is for healthcare providers. The AHA's BLS Provider Course reflects science and education from the 2015 Guidelines Update for CPR and ECC. It teaches both single-rescuer and team basic life support skills for application in both prehospital and in-facility environments, with a focus on high-quality CPR and team dynamics. In the Instructor-led course, students participate in simulated clinical scenarios and learning stations. Students work with an AHA BLS Instructor to complete BLS skills practice and skills testing. Students also complete a written exam. Participants will receive an AHA Basic Life Support course completion card that is good for 2 years.

<table>
<thead>
<tr>
<th>Location</th>
<th>Course Code</th>
<th>Fee</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allegheny Campus</td>
<td>XIA-470-57001</td>
<td>$55</td>
<td>8:30AM–12:30PM Friday 1/10/20</td>
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<tr>
<td>Allegheny Campus</td>
<td>XIA-470-57002</td>
<td>$55</td>
<td>8:30AM–12:30PM Friday 2/14/20</td>
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<tr>
<td>Allegheny Campus</td>
<td>XIA-470-57003</td>
<td>$55</td>
<td>8:30AM–12:30PM Friday 3/13/20</td>
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<tr>
<td>Allegheny Campus</td>
<td>XIA-470-57004</td>
<td>$55</td>
<td>8:30AM–12:30PM Friday 4/17/20</td>
</tr>
<tr>
<td>Allegheny Campus</td>
<td>XIA-470-57005</td>
<td>$55</td>
<td>8:30AM–12:30PM Friday 5/8/20</td>
</tr>
</tbody>
</table>

INDUSTRIAL MANUFACTURING TECHNICIAN APPRENTICESHIP PROGRAM
CCAC Workforce Development Industrial Manufacturing Technician Apprenticeship Program: This PA registered program is a no-cost training for the apprentice. Earn while you learn over 18 months to prepare you for a career in manufacturing! If you or someone you know may be interested, or are a manufacturing company looking to upgrade the skills of your workforce, please email mgula@ccac.edu or call 412.788.7507.

CDL INSTRUCTORS WANTED
We are also looking for Commercial Driver’s License (CDL) instructors for our growing CDL program at the Boyce campus. We need classroom, backing, and road instructors. Interested candidates must have Class A CDL with three years driving experience. Our program allows for very flexible scheduling for both students and instructors that can include weekdays, evenings, and weekends (depending on YOUR availability). If you are qualified and would like to pursue this opportunity, please send your resume to Darius Markham at dmarkham@ccac.edu.

PROJECT MANAGEMENT BOOT CAMP—CATAPAULT 2020
New Schedule. New Central Location. Same Great Program
Prepare for the Project Management Professional (PMP®) Certification in this convenient and rapid Saturday program. Only three months and 12 in-class days. By taking part in this boot camp, you will become a member of a cohort of professionals seeking the valuable PMP® certification. In addition to guiding class activities, our highly qualified instructor will provide resources, mentoring, and open-ended communication and accessibility. For more info contact Brian Hannon at bhannon@ccac.edu or 412.788.7357.

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Course Code</th>
<th>Fee</th>
<th>Sessions</th>
<th>Time</th>
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<tbody>
<tr>
<td>1/25/20</td>
<td>Allegheny Campus</td>
<td>XGE-013-5101</td>
<td>$2,395</td>
<td>12</td>
<td>8:00AM–4:30PM</td>
</tr>
</tbody>
</table>

TECHNICAL INSTRUCTORS WANTED
Are you a subject-matter expert who enjoys sharing your knowledge with others? Do you have good communication skills/teaching experience? Are you available to teach during the day? (this is a MUST)
We would like to increase our instructor pool in many areas for our Workforce Development Division non-credit programs. Instructors teach classes for our corporate clients, usually at their location, in and around the Pittsburgh area. Assignments are by contract and may be for one day or several, depending on topic. Our customers’ needs dictate the curriculum, and you develop the course accordingly. Some of the topic areas where we need good instructors:

Technical Skills—Industrial Maintenance topics, Electrical, Mechanical, PLCs, Geometric Dimensioning and Tolerancing, Blueprint Reading, Soldering, based on the internationally recognized IPC-610 industry standard for quality assurance/visual acceptance of electronic assemblies.

Computer Skills—Visio I & II, MS Project, Advanced Excel
If you are qualified and would like to pursue this opportunity, please send your resume and a list of topics you can teach to Cindy Safran csafra@ccac.edu.
Please print. Complete and return this form with payment. No further notice will be provided.

<table>
<thead>
<tr>
<th>Date of Birth MM/DD/YYYY (required)</th>
<th>Social Security Number (required)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Name:</td>
<td>First Name:</td>
</tr>
<tr>
<td>Street Address:</td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>State:</td>
</tr>
<tr>
<td>Home Phone:</td>
<td>Alternate Phone:</td>
</tr>
<tr>
<td>Email Address:</td>
<td></td>
</tr>
</tbody>
</table>

**Have you ever served in the Military (circle one)?**
- No
- Yes (see below)

**Are you a dependent of a Veteran (circle one)?**
- No
- Yes (see below)

**Veteran Benefits:**
- ☐ 30 Montgomery
- ☐ Chapter 33 Post-9/11 GI Bill
- ☐ Veteran not using benefits

**Payment Must Be Enclosed** (if applicable)
Print Phone Number on Check or Money Order (Checks Payable to CCAC)

**Mail To:** Workforce Development Division Registration
West Hills Center – Suite N1200
1000 McKee Road
Oakdale, PA 15071-1099

**Refund Policy**
Students not attending the program (course) must notify CCAC in person, by mail or at 412.788.7507 BEFORE the first class day in order to receive a refund. CCAC will notify registered students in the event that the program (course) is cancelled.

<table>
<thead>
<tr>
<th>Semester</th>
<th>Course Number</th>
<th>Course Title (if applicable)</th>
<th>Course Location</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

**Student Signature (Required for Enrollment):**

**If Sponsored, Authorizing Agency**

& Signature:

Date:

I agree that once I register I become legally bound by and agree to the terms of the Community College of Allegheny County Student Financial Responsibility Agreement, and as such become responsible for all charges incurred, unless I drop classes during the designated refund period. I understand that the college is extending credit to me and permitting me to register, enroll and attend classes in return for my promise to pay the college all tuition and fees incurred as a result of my registration, and that such extension of credit constitutes an educational loan or education benefit that is non-dischargeable under Section 523 (a)(8) of the United States Bankruptcy Code. I understand that failure to pay my student account or any monies due and owing CCAC may result in a financial hold placed on my account preventing registration for future classes, release of transcripts and diplomas, and additional college services. Additionally I understand that failure to pay my student account or any monies due and owing CCAC will result in a $15.00 late payment fee assessed to my account for each late payment and may result in my account being referred to a third party collection agency resulting in additional fees. Finally, I understand that all delinquent student accounts may be reported to one or more of the national credit bureaus.

**LEVEL OF CERTIFICATION/TRAINING** (for Public Safety Institute courses only)
- ☐ FRP
- ☐ EMT-P
- ☐ FIRE
- ☐ DISPATCHER
- ☐ EMT
- ☐ NURSE
- ☐ POLICE
- ☐ OTHER

Cert #: Expiration:

The college is subject to provisions and complies with the Family Educational Rights and Privacy Act of 1974. A statement of the college policy can be found in the student handbook and college catalog. Voluntary information used to comply with Federal reporting and has no effect on admission to the college. The college is subject to provisions of and complies with the Family Educational Rights & Privacy Act of 1974. A statement of the college policy can be found in the student handbook and college catalog.
READY TO REGISTER?

Whether you phone, mail or walk in your registration, each student must have a completed registration form. You may duplicate additional copies as needed. For questions, please call 412.788.7507.

If you register electronically, fill out a registration form online.

Payment must be made at the time of registration.

The following is necessary to process all registrations:

- Name
- Address (email address also, if available)
- Phone (day & evening)
- Course Number
- Payment Information
- Birth Date
- Course Name
- Cost of Class

Online Registration
- On the web—shopcommunityed.ccac.edu
- From the Community Education page, you can view our catalog, register online and get other valuable information.

Phone-in Registration • 412.788.7546
Hours are 7:00 a.m. to 6:00 p.m. Monday thru Thursday. Friday call hours are from 7:00 a.m. to 3:00 p.m.

Mail to
CCAC West Hills Center
Community Education Registration
1000 McKee Road
Oakdale, PA 15071
Please DO NOT mail cash.

Walk-in
- You may walk into any CCAC campus between 9:00 a.m. and 4:00 p.m., Monday through Friday, prior to class start date to register.
- Visa, MasterCard, Discover Card, cash or check accepted.
- Hours may vary by campus.

DAYS OF THE WEEK LEGEND
Abbreviations for the days of the week classes meet.

| M | Monday |
| F | Friday |
| T | Tuesday |
| S | Saturday |
| W | Wednesday |
| U | Sunday |
| R | Thursday |

PARKING ON CAMPUS
CCAC provides free parking to its students. Please be sure to display your parking permit on your car dash the dates you attend class. Your parking permit will be printed on your registration confirmation statement you will receive in the mail. If you do not receive a parking pass please call 412.788.7507.

REGISTER ONLINE
Students can now register and pay online for Community Education classes by visiting shopcommunityed.ccac.edu. Registering has never been easier! Simply add courses to your shopping cart. Related courses automatically appear for your shopping cart, so there is no way to miss that perfect class.

REFUND POLICY
Students who wish to withdraw from a class must do so by the end of the last business day before the class starts. No refund of materials fees shall be granted unless such materials are returned unused.

CANCELLATION POLICY
If a class is cancelled, a 100% refund of tuition and fees will be given. Please allow three to four weeks for processing. Refunds will be made in the form that the original payment was made.

REGISTRATION PAYMENT POLICY
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CCAC NONDISCRIMINATION POLICY
The College does not discriminate and prohibits discrimination against any individual based upon race, color, religion, national origin, ancestry or place of birth, sex, gender identity or expression, perceived gender identity, sexual orientation, disability, use of a service animal due to disability, marital status, familial status, genetic information, veteran status, age or other classification protected by applicable law in matters of admissions, employment, services or in the educational programs or activities that it operates.

Individuals with disabilities who are requesting accommodations should contact the Supportive Services for Students with Disabilities office at the campus that they will be attending. This publication is available in alternate formats. Questions may be addressed to the Civil Rights Compliance Officer.

Notifications of nondiscrimination and contact information can be found at ccac.edu/nondiscrimination.
GET OUT & EXPLORE WITH HIKING/WALKING/BIKING CLASSES!
Bicycling From PGH to DC—How To Plan, Prep & Pack • Go Hiking! North Hills Hikes • Go Hiking! South Hills Hikes
Go Hiking! West Hills Hikes • Hiking the County Parks • Spring Flower & Waterways Bike Tour • Spring Night Hike
Walking Allegheny County • Walking Breakfast Tours • Walking Lunch Tours • Walking the M’s of Allegheny County