Reframe Your Fall With Over 35 New Classes

Registration August through December
REGISTER EARLY FOR DISCOUNTED FEES!
Register by September 14th and get an early bird discounted fee!

Register online at www.cabrillo-extension.org or phone, fax or mail your registration.

Registration form is located on page 55.
For information call 831-479-6331.

Enroll Early!
Popular classes fill up quickly and low enrollment classes may be cancelled.
Classes are for adults ages 16 and up unless otherwise specified.
Cold, Warm and Hot Glass - Hot Shop Tour and Demo!
Join Chris Johnson, Steve Hitt and Johnathon Turner-Schmuck for an exclusive tour of the hot shop and demonstrations of all three glasswork techniques. If you are considering one of the glassblowing classes at Chris Johnson Glass Studios, or are just curious about the inner-workings of a local “hot-shop”, this is your chance. Check out these artists work, get a look at the materials and tools used by the professionals, watch a demonstration up close, and get a glimpse of some of their finished products.
Sat., Sept. 5
2 - 4 pm
Chris Johnson Glass,
2260 Chanticleer Ave. Suite #10, Santa Cruz
Fee: $20

Glassblowing: An Introduction
Experience the beautiful fluid movements of blown glass up close in a professional art glass studio! This 2-day class will give students a hands-on introduction to the incredible world of “Hot Glass”. Explore the basic techniques and equipment used in the creation of blown glass objects. Each student will take home several glass creations made with their own hands!
Class size is limited to 8 so register early!
Sat. & Sun. Sept. 19 - 20
10 am - 4 pm
Chris Johnson Glass,
2260 Chanticleer Ave. Suite #10, Santa Cruz
Register by Sept. 14: $395
Register after Sept. 14: $425
plus $50 materials fee payable to the instructor in class

Chris Johnson produces intensely colored one-of-a-kind art glass. His unique, expressive style is a result of the continuing exploration of technique in which he pushes the boundaries of the medium. He has studied with numerous Italian and American Masters, and has shared his passion for glass blowing as an instructor at MIT, CCA, San Francisco State, and his own studio in Santa Cruz.

A World Within the Glass - Warm Glass Technique with Flamework
In this workshop, students learn the fundamentals of flameworking and explore the artistic possibilities of melting and manipulating glass over a bench-top torch. Create beads, ornaments, marbles, vessels, sculptures and pendants. We’ll cover the basics of tools, safety, equipment and techniques so you can take advantage of this versatile art form. Our emphasis will be on borosilicate glass. If time permits, we’ll introduce color techniques and how to control heat, as well as how to handle molten bubbles of glass and color rods.
Class size is limited to 6 so register early!
Sat. & Sun. Sept. 19 - 20
10 am - 4 pm
Chris Johnson Glass,
2260 Chanticleer Ave. Suite #10, Santa Cruz
Register by Sept. 14: $395
Register after Sept. 14: $425
plus $25 materials fee payable at registration

Steve Hitt has been working in the warm glass field for over 20 years. He is a glass artist specializing in flameworking borosilicate, crystal and soda lime glass with an emphasis on vessels, paperweights, marbles, pendants and other custom projects. He has taught at the Pratt Fine Arts Center and is currently a member of the Chris Johnson Studio team.

“This was pivotal in discovering my artistic direction”
— Jan, SummerArts student
**Cold Finishing of Glass**

Explore the basic aspects of coldworking - a cool and wet environment for warm summer days! Students will learn to use the machines with comfort & confidence, safely and with minimal effort. Learn to grind, smooth, polish, and finish blown and kilnformed work in a safe and efficient manner; how to safely and effectively use glass wet cutting and grinding equipment. Learn to clean up and finish existing glass pieces. Punty removal and flattening blown work will be taught, as well as cleaning and defining edges on kilnformed work. The wet sandblaster will also be introduced as a surface-treatment process.

Overall, this class will provide a strong foundation for finishing glass pieces as well as a solid platform for further exploration into more advanced techniques of coldworking.

Class blanks and pieces to practice on will be supplied.

**Class size is limited to 8 so register early!**

Sat. & Sun. Sept. 19 - 20
10 am – 4 pm
Chris Johnson Glass, 2260 Chanticleer Ave. Suite #10, Santa Cruz
Register by Sept. 14: $340
Register after Sept. 14: $355
plus $20 materials fee at registration.

**Johnathon Turner Schmuck, MVA, has worked with masters at the Glass Workshop at Canberra. He is the author of The Joy of Coldworking, a book about grinding, smoothing, and polishing blown and fused glass. He has taught at Corning, Espace Verre in Montreal, Oatka Glass School, Weisser Glass in Maryland, Escuela del Vidrio in la Granja, Spain, and throughout the United States. He’s currently a senior instructor for the kilnforming and coldworking programs at the Bay Area Glass Institute in San Jose.**

**Power Tool Primer**

Join us in a relaxed (albeit noisy) atmosphere as we demystify stationary woodworking power tools. Students in this orientation class will be lead through the safe usage of machines most used for Woodworking. Your instructor is quite skilled at helping people get over their fear of these machines and have an enjoyable experience.

**Class size is limited to 15 so register early!**

Wed., Sept. 23
6 - 9 pm
Room VAPA 3003
Register by Sept. 14: $50
Register after Sept. 14: $58
Plus $15 materials fee at registration.

**Bob Lamp – see bio**

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**Woodworking Quick Topics and Open Studio**

Gain access to Cabrillo’s State-of-the Art Woodworking Studio and pick up some skills along the way! This evening course will begin with a demonstration of skills each night followed by total run of the Woodworking Facility! Students will not only have access to the machinery and instruction in their safe use, but also have the use of hands tools.

Students in this class may also work on their own projects brought in from home. Storage is limited so all projects need to be taken home at the end of each class.

Prerequisite: Must have taken the “Power Tool Primer” or be a current or former Cabrillo student who is familiar with, and can demonstrate, a thorough knowledge of the facility in regards to safe practices and policy.

Tool Room Coordinator Patrick Stafford may approve additional individuals on a one-on-one basis. Please e-mail pastaffo@cabrillo.edu for approval.

**Class size is limited to 15 so register early!**

Mon. & Wed., Sept. 28 – Nov. 25
6 - 9 pm
Room VAPA 3003
Register by Sept. 14: $195
Register after Sept. 14: $210
Plus $25 materials fee at registration.

**Bob Lamp – see bio**

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“**This class opened up a whole new realm for me. I am very grateful**”

—SummerArts student
Matting Without Measuring: Framing for the Rest of Us

Bring a complete frame (frame, glass and backing) and a finished piece of artwork. We’ll learn how to crop the image and cut a custom mat that will bring your artwork stylishly into focus within the bounds of your chosen frame. Each student will leave with a piece of ready-to-hang, ready-to-show artwork. We will use a unique process that uses physical geometry to size and align the mats for these framing projects. No need to worry about measurements or fractions. This is a friendly approach to these essential skills. If you make images, you’ll save a bundle on framing from this day forward!

Sat. & Sun., Nov. 21 & 22
10 am - 4 pm
Room VAPA 2008
Register by Sept. 14: $180
Register after Sept. 14: $195
Plus $15 materials fee at registration.
Bob Lamp – see bio

Linear Perspective on the Artist’s Side of the Brain

A thorough, yet playful, approach to the age-old quest to add depth to drawings and paintings. Learn the basics of 1, 2 and 3 point perspective, simplified to their barest bones. Leave the class with finished studies that will make you proud! You’ll never shy away from linear perspective again!

For a materials list of needed supplies please visit our Class Resources webpage.
Sat. & Sun., Jan. 16 & 17, 2016
10 am - 4 pm
Room VAPA 2015
Register by Sept. 14: $150
Register after Sept. 14: $165
Plus $25 materials fee at registration.
Bob Lamp – see bio

Turning Plaster: Making Radial Forms for Pottery, Sculpture and Construction

Whether you’re a potter, a sculptor or a construction contractor, you’ll find this course to be thoroughly fascinating and decidedly practical. Each student will build a small hand-operated lathe suitable for producing unique radial forms. Using hand-cut sheet metal profiles of your own design, we will learn to produce a host of different forms: vases, balusters and other decorative radial forms. You’ll marvel at what this simple, time-tested process can produce.

A $50 fee covers all materials to make a hand-operated lathe and sufficient plaster to produce completed radial forms.

Class size is limited to 12 so register early!
2 Sat. & 2 Sun., Dec. 5, 6 & 12, 13
10 am - 4 pm
Room VAPA 3004
Register by Sept. 14: $360
Register after Sept. 14: $375
Plus $50 materials fee at registration.
Bob Lamp, MFA, is an adjunct instructor at Cabrillo College and Monterey Peninsula College. He currently teaches courses in sculpture, small metals, drawing and water-color painting. He has been showing his work both locally and internationally since 1993.
**Layered Leporello**
Use the modular folded structure of the Leporello format to create an accordion book with layers, windows and pop-ups. Explore telling a story through structural shifts in the treatment of the pages in addition to or instead of text and images. Translate abstract concepts into visual motifs that transition over the course of the pages. The multiple folded sections allow for an easy, flexible and creative assembly.

All skill levels welcome.
2 Sat., Sept. 26 & Oct. 3
11 am - 4 pm
Room: VAPA 2005
Register by Sept. 14: $150
Register after Sept. 14: $165
plus $15 materials fee payable upon registration

**Victoria May** – see bio

**Reveal and Conceal**
In this class students will have the chance to experiment with a range of mark-making, such as rubbings, stencils, stitches, and transfers on translucent materials of paper, fabric and plastic. Explore how to combine and present layers of imagery and text to make visually and conceptually rich mixed-media artwork. We will discuss an array of artists who work with a range of layered materials and text to inspire a personalized approach for your own unique concepts.

All skill levels welcome.
2 Sat., Oct. 10 & 17
1 - 5 pm
Room: VAPA 2005
Register by Sept. 14: $195
Register after Sept. 14: $210
plus $15 materials fee payable upon registration

**Victoria May** is an exhibiting artist who uses a wide variety of techniques and materials in her work. She has been an instructor at Cabrillo College since 2003. She has also taught workshops at Penland and the San Jose ICA. She received a Rydell Visual Arts fellowship in 2010.

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**Encaustic Painting Workshop**
Come along and experience an exciting, ancient and cutting-edge art form. Painting with pigmented, molten beeswax is beyond fun and also forgiving and versatile. The possibilities are endless with mixed media: collage, stencils, stamps, ink, oil paints, watercolors, photography and so much more. You will create three or more original encaustic paintings in this two day workshop. Or choose the 4-day workshop and get fully immersed in the possibilities. Explore and learn through demonstrations about how to mix paint, fuse layers of wax, apply oil and chalk pastels, embed photos and apply image transfers. You will learn to work safely and creatively and then leave with a printout containing all the information you need to continue working after the class is completed. Artists of all media will enjoy the limitless possibilities and wonder that encaustic has to offer. All are welcome! No drawing skills necessary.

**Limited to just 6 enrollments, so register early!**

This workshop is taught at the instructor's studio in Aptos. Students will receive detailed information upon registration.

Pack a lunch for the mid-day break.
Sat. & Sun., Nov. 7 & 8
10 am – 3:30 pm
Artist’s Studio – Aptos
Register by Sept. 14: $180
Register after Sept. 14: $195
Plus a $60 materials fee at registration.

**Terry Dowell** – see bio

**Encaustic Painting Workshop**
**A 4-Day Intensive**
This four-day intensive offers more concentrated time in the studio to work on existing projects or expand your techniques. For beginners it offers more time to work with a variety of additional elements such as mixed media and photographs, color mixing and sculpting.

**Limited to just 6 enrollments, so register early!**

This workshop is taught at the instructor's studio in Aptos. Students will receive detailed information upon registration.

Pack a lunch for the mid-day break.
Tue.-Fri., Nov. 17-20
10 am – 3:30 pm
Artist’s Studio – Aptos
Register by Sept. 14: $295
Register after Sept. 14: $320
Plus a $60 materials fee at registration.

**Terry Dowell** is a mixed media artist specializing in encaustic work. Her work can be seen in private collections nationwide and in juried shows in Northern California.
PHOTO-ENCAUSTIC WORKSHOPS
Applying beeswax encaustic medium over photographs provides exciting possibilities for enriching the visual qualities of images and adding layers of metaphorical meaning to your work. Beeswax is a luscious and seductive material. It naturally adds depth to surfaces, and it can be colored and textured for all kinds of interesting effects.

Limited to just 12 enrollments, so register early!

Experimentation and Techniques
In this workshop you will learn a variety of encaustic techniques for mixing, coloring, applying and texturing. There will be plenty of time for experimentation with the approaches you like the best.
Sat. & Sun., Sept. 19 & 20
11 am – 4 pm
Room: VAPA 2008
Register by Sept. 14: $195
Register after Sept. 14: $210
Plus a $50 materials fee at registration.

Embedded Objects, Materials & Transfers
In this workshop you will learn how small objects, fabric, and other materials can be embedded in encaustics. You can transfer images onto the surface of the wax, add transfers over all types of photographic images, including digital inkjet, darkroom, photocopy, and even vintage prints.
Sat. & Sun., Sept. 26 & 27
11 am – 4 pm
Room: VAPA 2008
Register by Sept. 14: $195
Register after Sept. 14: $210
Plus a $50 materials fee at registration.
Beverly Rayner – see bio

Renewed Purpose: Found Object Sculpture
In this workshop you will “repurpose” found objects and materials to create three-dimensional artworks, exploring a vast repertoire of possibilities outside typical art materials.

Imagining innovative approaches to repurposing “things” can inspire possibilities beyond the ordinary. An object can suggest a story, stir up a memory or spark any number of interesting interpretations of its purpose, real or imagined. Various approaches to interpreting objects will be examined in the work of contemporary found object artists and in playful exercises that can be used to mine deeper layers of the meanings of “things.”

A multitude of approaches can be taken. The format and content of the artwork you create will evolve from the objects and/or materials (new or old) that you are excited about exploring, based on your individual interests and ideas. Techniques for joining, fastening, and altering objects will be covered. At least one field trip to find materials will be included.
Mon. - Thu., Jan. 11 - 14, 2016
10 am – 4 pm
Room: VAPA 3004
Register by Sept. 14: $360
Register after Sept. 14: $375
Plus a $25 materials fee at registration.
Beverly Rayner, MFA, is a faculty member in the Cabrillo studio art department and is currently teaching at the Academy of Art in San Francisco. She has been working in all kinds of photographic mixed media for over 30 years. Her artwork combines photographic images – from antique and alternative process to digital – with materials and objects to create sculptural art works laden with meaning.
Travel Sketching - Capturing Intimate Memories
Whether you are bound for exotic places or travel to your backyard or out and about in town, you will learn how to do quick, spontaneous ink sketches, using your PILOT PARALLEL chisel edged pen. Along with a water brush, learn how to “pull out” various values from the pen’s water-soluble ink. Lots of demos and lots of fun! Discover your own creative expression in this all-day class.
No experience necessary. We welcome all skill levels. Bring a lunch and beverage.
A materials list is available on our Class Resources webpage.
Sun., Sept. 20
10 am - 4 pm
Room: Horticulture 5010
Register by Sept. 14: $82
Register after Sept. 14: $90
Carolyn Fitz – see bio

Figure Drawing for Teens (ages 14-17)
This course provides an introduction to figure drawing: gesture, sighting and measuring, proportional guidelines, anatomical information and lots of practice. Students will work from clothed male and female models, with short and long poses. Emphasis will be on developing an understanding of the figure as a specific form and on building drawing vocabulary.
Students may enroll in one, two or three sessions (3, 6, or 9 classes).
All skill levels welcome!
Parents of teens are welcome to register as well!
Session One: 3 Tue., Sept. 15, 22 & 29
Session Two: 3 Tue., Oct. 13, 20 & 27
Session Three: 3 Tue., Nov. 10, 17 & 24
6 - 8 pm
Room VAPA 2015
Fee: $75 per session
Register for all 3 sessions for just: $195
plus $10 per session for model fee payable at registration
Students provide their own materials; a list of required materials will be provided.
Claire Thorson teaches figure drawing and painting at Monterey Peninsula College and Cabrillo College. She is a native of California, loves the coast, and has a studio in Elkhorn. Her drawings and paintings travel the territory from figuration to abstraction.

SUMI-E WORKSHOPS – JAPANESE INK PAINTING
Enjoy a day of learning the revered Asian art of Sumi-e!
Sumi-e is an old, revered art form in Japan. It is also known as “Suibokuga”, translated as “water, ink, painting”.
With black ink (sumi), and its values (mixed with water), learn to paint the revered subjects of the “four honorable gentlemen, known as the four seasons”! Lots of demos and lots of fun! Bamboo (Summer), Chrysanthemum (Autumn), Plum Blossom (winter) and Orchid (Spring)
Beginners welcome! No experience is necessary. Bring a lunch and beverage.

Bamboo and Chrysanthemum
Sun., Oct. 25
10 am - 4 pm
Room: Horticulture 5010
Register by Sept. 14: $82 each session
Register after Sept. 14: $90 each session
plus $10 materials fee at class
Register for both Sumi-e Workshops for $150!
Register after Sept. 14: only $168!
Additional materials needed for class can be found on our Class Resources webpage.
Carolyn Fitz has been sharing her passion for calligraphy and ink painting for over 30 years. She has traveled several times to Japan and China on art and garden study tours. She was the “Artist in Residence Instructor” at Yosemite Art Center from 2000 to 2013.

Plum Blossom and Orchid
Sun., Nov. 1
10 am - 4 pm
Room: Horticulture 5010
Register by Sept. 14: $82 each session
Register after Sept. 14: $90 each session
plus $10 materials fee at class
Register for both Sumi-e Workshops for $150!
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6 - 8 pm
Room VAPA 2015
Fee: $75 per session
Register for all 3 sessions for just: $195
plus $10 per session for model fee payable at registration
Students provide their own materials; a list of required materials will be provided.
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Beginners welcome! No experience is necessary. Bring a lunch and beverage.

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Colors of Fall - Explore the Drama and Colors of Pastel
Rediscover the vibrant colors of fall while creating pastel paintings composed of colorful peppers, squashes, persimmons, apples, fall flowers, and sculpted fallen leaves. Personalize your still life with heirloom family baskets, bowls, or colorful textured cloths. Participants will come away with several beautiful pastel studies perfect for seasonal gifts or ideas for personalized cards. In the final class meeting, we will matte one of the pieces with a demo on protecting pastels and cutting mattes. Class instruction is geared to support the creativity of beginners to advanced artists.

Pastels, as vibrant as oils can tantalize the senses with rich color, texture, and light. This workshop will clarify essential pastel techniques including: beginning your sketch in charcoal, building a dramatic under-painting through dissolved dark pastels, layering colors, building a light effect, and use of colored grounds and papers. Compositional techniques include basic perspective, shading, and creating pleasing arrangements.

A suggested materials list is available on our Class Resources webpage.

4 Sat., Nov. 7 – Dec. 5 (no class Nov. 28)
1 – 4:30 pm
Room: VAPA 2015
Register by Sept. 14: $195
Register after Sept. 14: $214
plus $25 materials fee at registration

Ann Thiermann, MFA is an experienced studio arts instructor at Cabrillo College with years of helping students create vibrant plant forms in her botanical illustration classes. She has created pastel landscape, figurative, and still life paintings that are included in collections nationally and internationally. Her pastels have a vibrancy and playfulness that invite the viewer to linger.

Basic Stone Carving
This class will cover the fundamentals of basic stone carving. Instruction in hand tools usage and identification, finishing techniques, stone identification and selection are some of the basics that will be covered. How to set up a functioning stone-working area and how to build basic equipment will also be explained. Reference material will be distributed as well as slide presentations for the development of ideas. The featured stone will be alabaster, which is a good intermediate material for an introductory class.

Class size is limited to 12 so register early!

4 Sat., Oct. 31 – Nov. 21
10 am – 4 pm
Room: VAPA 3005
Register by Sept. 14: $360
Register after Sept. 14: $385
Materials fee of $50 payable upon registration

Jamie Abbott is a teacher and sculptor with over 40 years experience. Jamie has an MFA from The Art Institute and his work can be seen throughout Santa Cruz County.

Advanced Box Construction
This class takes students through the process of designing, building and finishing a hardwood box using miter joints and reinforcing splines. We will address the technical and esthetic challenges of the form, including wood selection, milling challenges in small-scale work, strength and stability, jigs, adhesives and finishing. Students explore the details that distinguish a well-made object.

Class size is limited to 6 so register early! All skill levels welcome.

2 Sun., Nov. 8 & 15
9 am – 5 pm
Room VAPA 3003
Register by Sept. 14: $240
Register after Sept. 14: $255
Plus $45 materials fee at registration.

Timothy Lydgate began his woodworking career in Hawai‘i in the 1970s after earning a degree in History of Art from Yale. His work has been shown in galleries, museums and private collections around the world.

Small Metals Open Lab
Sign-up for 10 Saturdays (10am - 4pm) of access to the small metals studio at Cabrillo College. Limited to current and former students who are familiar with, and can demonstrate, a thorough knowledge of the facility in regards to safe practices and policy. Director Dawn Nakanishi may approve additional individuals on a one-on-one basis.

10 Sat., Sept. 5 – Nov. 21 (no class Sept. 19 & 26)
10 am - 4 pm
Room: VAPA 3001
Fee: $180

Aaron Miller is an artist & jeweler and oversees the small metals lab.
Wood Carving with Rotary Carving Tools

In this 2-day workshop, beginning students will learn the fundamentals of wood carving using rotary carving tools, and intermediate students will be guided in additional power carving techniques and styles. Participants will work on small sculptural carvings using flex-shaft-style rotary carving tools. Topics covered are safety, types of carving tools, the best woods/materials for carving, styles and finishing. After instruction and demonstrations on the properties and characteristics of different woods and materials, students will practice what they have learned on examples to be taken home.

Cabrillo has a selection of rotary power carving tools and bits with which to experiment. If you prefer, you can also bring in your own rotary tools. Practice materials will be included.

Class is limited to only 12 students so register early!

2 Sun., Oct. 25 & Nov. 1
10 am - 4 pm
Room: VAPA 3003
Register by Sept. 14: $180
Register after Sept. 14: $195
plus $25 materials fee payable upon registration

Ron Cook has been a woodworker and woodcarver for over 40 years. Ron is a master member of the Baulines Craft Guild, a member of the Guild of American Luthiers, and a charter member of the Santa Cruz Woodworkers.

Table Top Glass Sculpture

This 5-week course will take you on a journey through techniques and processes. We will be fusing and slumping art glass along with casting, mold making and methods of mounting and displaying. A series of glass objects will be made in class and then put together to achieve a cohesive piece of artwork. Learn to integrate glass and wood, glass and metal and ways to illuminate and display your work. Participants will need to contact the instructor upon registration and before the course begins so that you may show-up at the first class session with many of the bugs already worked out of your creation.

5 Sun., Oct. 25 – Nov. 22
10am-5pm
Room: VAPA 3004
Register by Sept. 14: $360
Register after Sept. 14: $385
plus $150 materials fee at registration.

Penny Waller founded Glass Fusion Studios in Aptos 25 years ago. She teaches classes in her studio along with other invited guest glass artists.

Diane Patracuola is a well-known and respected artist in the Santa Cruz area. She is an accomplished metalworker, painter, and sculptor. Her work has been shown in many local venues: Michelangelo’s, India jaze and a solo show at Many Hands Gallery.

Moku Hanga: Japanese Waterbase Woodcut

This intensive week-long workshop covers various aspects of this traditional water base technique. Japanese woodblock differs from western woodblock in that it is water based and non-toxic, is printed with a hand held baren, registered with the accurate kento registration system cut into the block, and printed on handmade Japanese kozo fiber paper. In the first half of the class we will plan and carve blocks, and the second half we will print, with lecture-demonstrations which cover history, tool use and sharpening, paper, and special printing techniques. On the final day you will be able to print an edition of multicolored prints on Japanese paper. Printmaking experience is helpful but not required.

The $50 materials fee covers two 8 x 10 blocks, the loan of barens and some cutting tools, color, miscellaneous supplies, and a sheet of paper that can be cut into approximately eight prints. Additional paper will be available for purchase.

Mon. –Thur., Jan. 11 - 14, 2016
10 am – 4:00 pm
Room: VAPA 2008
Register by Sept. 14: $360
Register after Sept. 14: $385
Plus $50 materials fee payable to instructor at class

April Vollmer is a New York artist with an MFA from Hunter College who has specialized in mokuhanga since 1998. She has exhibited widely and is on the Board of the International Mokuhanga Conference. For more information about the artist and the technique visit her website at www.aprilvollmer.com.
Sculptural Needle Felting

You may know that felt is a non-woven textile made of wool, but have you considered its sculptural possibilities? Using simple tools you can manipulate wool to create three-dimensional, freestanding, solid felt sculptures. This class will teach you an innovative use of a humble and inexpensive material that is bound to energize your art making. This two-weekend workshop is a thorough introduction to the tools, processes, and possibilities of needle felting.

Register Early! Class limited to only 12 students.

2 Sat. & 2 Sun., Dec. 5, 6 & 12, 13
10 am - 4 pm
Room VAPA 3001
Register by Sept. 14: $280
Register after Sept. 14: $295
Plus $30 materials fee at registration.

Stephanie Metz, BFA, has garnered international attention with her innovative work in felted wool, where she focuses on the relationship between humans and the natural world. Stephanie has taught workshops at Penland, Arrowmont, Kala Art Institute, CCA, USF and Cabrillo College.

Forging and Toolmaking

Experience the exciting craft of steel forging and toolmaking through demonstration and hands-on exercises in this weekend workshop. After instruction on the properties and characteristics of different metals, students work a forge and learn how to manipulate hot steel.

Demonstrations of various hammer types and the applications of different anvil designs are given. Building and operation of both gas and coke-fired forges are discussed. Students are encouraged to develop their own direction and interests in forging and toolmaking as an art form.

This class is limited to 4 students—enroll early!

Class will be held at the instructor's forging studio. Check our website for map and directions.

Sat. & Sun., Sept. 26 & 27
9 am – 5:30 pm
Location: Santa Cruz Studio
Register by Sept. 14: $395
Register after Sept. 14: $425
plus $20 materials fee payable to instructor in class

Forging and Toolmaking - Intermediate

This intermediate-level workshop builds on the introductory class by emphasizing more advanced stages of manipulating metal for art forms and tools, rather than fire making. Participants should have previous experience creating a coal forge fire and manipulating hot steel with hammer and anvil. In addition to hand-forming exercises, students will be offered the opportunity to use a power hammer after various techniques are demonstrated. Students will also discuss aesthetic possibilities and design elements such as texture, form and how to achieve various shapes.

Prerequisite: Students must have taken Vern's "Introduction to Forging & Toolmaking" class or can demonstrate the same knowledge.

This class is limited to 4 students—enroll early!

Class will be held at the instructor's forging studio. Check our website for map and directions.

Sat. & Sun., Sept. 26 & 27
9 am – 5:30 pm
Location: Santa Cruz Studio
Register by Sept. 14: $395
Register after Sept. 14: $425
plus $20 materials fee payable to instructor in class

Vern Caron, M.A. has taught forging and toolmaking through Cabrillo College and UC Extension for more than 20 years.

“This class really helped me loosen up and have fun. I feel more confident of my abilities to create something pleasing to me.”
—SummerArts student
Stained Glass Mosaic Mirror
Join us for a creative date night, grown-up art play date with a friend, or an evening get away to create your personal magic mirror. Combine tiny treasures and luminous colored glass pieces to create a beautiful framed mirror in the style of your home or as a gift. We provide the mirror, stained glass, Van Gogh glass, silver coats, special glue, applicators and oak frames. Then work on silver mirror surface for your colored glass, which makes the colors POP, and we’ll reveal the mysteries of cutting glass!
Also provided: a large selection of glass cutting tools, and students may bring their own. No grout will be used.
Students may bring shells, stones, beach glass, small souvenirs or metal findings. Finished size including an oak frame is 14” x 16”.
Sat., Oct. 24
4 – 9 pm
Room: VAPA 3004
Register by Sept. 14: $80
Register after Sept. 14: $85
Materials fee of $65 payable to instructor in class
Jackie Marr - see bio

Beginning Stained Glass
Would you like to enjoy making your own stained glass window or hanging? This class will teach you the foundations like cutting, fitting, soldering and applying finishing treatments as you complete your first panel. Beginning students will be taught to work with glass and lead safely. You can also take this class as a refresher and a chance to receive some assisted work time.
The instructor provides some materials and tools, but each student will need his/her own tools and project materials which will cost $100-300, depending which tools and project you choose. Tools and materials can be shared.
A materials list is available on the Class Resources webpage.
4 Fri., Oct. 2-23
6:30 – 9 pm
Room: VAPA3004
Register by Sept. 14: $90
Register after Sept. 14: $105
plus materials and tools
Jackie Marr – BA, has been a stained glass artist for over 20 years and is owner of Kiss My Glass. She enjoys teaching stained glass techniques and glass bead making and can make it fun and easy.

Pearl and Bead Stringing Made Simple
Learn the lost art of hand knotting using the three methods for stringing your pearls and beads. Using basic design theory, recycle and combine to redesign beautiful new bead creations or repair broken strands.
A starter stringing kit will be provided for practicing techniques. Materials for additional projects can be purchased in class or brought from home.
4 Tue., Oct. 6 - 27
7 – 9 pm
Room: Horticulture 5001
Register by Sept. 14: $62
Register after Sept. 14: $72
plus $34 materials fee payable to instructor in class
Estelle Drinkhaus-Davey teaches the lost art of hand knotting and has provided a restringing service to many local jewelers for over 20 years.

Sewing Workshop
Create something rich and colorful for Fall! Halloween costumes, garment construction, quilting, home decor are all possibilities for projects in this hands-on workshop. Learn to read and use patterns, and buy materials so you can sew with confidence and broaden your expertise. Learn to construct and fit garments, as well as alter patterns. Join our fun and creative atmosphere! By popular demand we have extended this class by one hour a day!
Sewing machines will be provided for student use.
6 Fri., Oct. 9 – Nov. 13
9:30 am – 2:30 pm
Room: VAPA 2008
Register by Sept. 14: $195
Register after Sept. 14: $210
Jan Bowman, M.A., a local instructor, has taught clothing construction and interior design courses in Santa Cruz County for over 30 years. She has taught for Cabrillo College in the Applied Living Arts Department.

Jackie Marr - see bio
SoulCollage®: For the Love of Images and the Changes They Bring!

Give expression to your life story in all its beauty and complexity! SoulCollage® is a flexible and profound expressive arts method through which you make your own unique cards for personal reading. Anyone who has a love of images and is looking for an intuitive process for change and growth will find this process meaningful. Your cards give voice to all of who you are and even offer expression to the qualities you want to bring into your life!

In its 10th year offered at Cabrillo Extension, SoulCollage® originated right here in Santa Cruz County by local author Seena Frost and is now in 39 countries around the world! Come experience for yourself what has inspired thousands: a method deeply personal, incredibly fun, and perfect for the quiet individualist as well as the one who loves community. As simple as the ingredients of cut images, a pair of scissors, and some glue, this process is considered by many to be transformational and vitally expressive, even with zero art experience!

This is a course for beginners as well as those already familiar with SoulCollage® who will enjoy having time to review concepts and create several new cards in a relaxing and lovely environment. Participants will be able to immediately apply what they learn during this creative day together. Anyone can make SoulCollage® cards!

Sat., August 22
10 am – 4 pm
Room: Horticulture 5005
Fee: $88
plus $20 materials fee payable to instructor in class

Lauren Mari-Navarro, LCSW, is a trained facilitator of the SoulCollage® Method encouraging creativity and self-discovery.

“Wonderful day spent exploring and rediscovering”
—SummerArts student

Soul Collage®: Invite the Poetry of Images into Your Life

Anyone who has a love for images and symbols and is looking for an intuitive approach to enhance personal growth and nourish the soul will find this workshop inspiring and fun. SoulCollage® is a flexible and profound expressive arts method through which you build your own unique deck of cards for personal reading. This is an introductory course meant for beginners but those already familiar with SoulCollage® will enjoy having time to review the basic concepts and create new cards. Participants will be able to immediately apply what they learn during this creative day together.

Sat., Oct. 17
9:30 am – 4 pm
Room Horticulture 5001
Register by Sept. 14: $75
Register after Sept. 14: $88
plus $20 materials fee payable to instructor

Lauren Mari-Navarro, LCSW and Mariabruna Sirabella, MFT are trained facilitators of the SoulCollage® Method encouraging creativity and self-discovery. Both teachers have private practices in the Santa Cruz community.
Digital Photography – Basics and Beyond
Is your camera misbehaving? Do complicated menus confuse you? This class will familiarize you with the most important features of your camera so you can get better photos. Besides learning to control your camera, you’ll learn how to avoid bad lighting situations and recognize when the lighting is right for general people photos, formal portraits, architecture, small objects and landscapes. It doesn’t take a rocket scientist to get good photos! If you’ve got a moderately priced camera and a desire to learn, your photos will be forever changed after this class. Bring your camera, your manual, and your questions.

There is a $15 materials fee payable to the instructor at class for a CD of the entire lecture with graphics and additional supporting documents.

Sat., Sept. 19 OR Sat., Nov. 14
1 – 5 pm 1 – 5 pm
Room: 509 Scotts Valley Rec. Center

Register by Sept. 14: $65
Register after Sept. 14: $76
plus $15 materials fee payable to instructor in class

Digital Photography - Outdoor Portraiture
This class is fun! We meet at a park in Santa Cruz with some great lighting and locations. After a 50-minute walk through the locations and an overview of the 5 techniques, we begin setting up and taking photos. The instructor and his assistant will circulate to help each student succeed. Who are the models? Each student may bring up to 4 friends or family members!

The goal of this class is for each student to produce a collection of remarkable natural light portrait images and use that knowledge for future sessions. Students will be e-mailed examples of the setups and the location details. In the event of rain, the class will be moved to the Cabrillo Campus.

A materials fee of $15 is payable to the instructor at class for a CD with the entire lecture, assignments, examples and printable lesson material.

Sat., Oct. 10
2 - 6 pm
Location: A Santa Cruz Park - TBD
Register by Sept. 14: $65
Register after Sept. 14: $76
plus $15 materials fee at class

Great Shots From Cell Phone Cameras!

Come join Jeffery Luhn, a professional photographer for 40 years, as he shares his excitement and knowledge about cell phone cameras with you. Learn about the limitations, work-around, unconventional uses, filters, editing, latest apps, and advantages over full size cameras. But most of all learn to have fun with one of the most innovative and accessible technology toys of the modern age! Bring your cell phone and wear comfortable walking shoes.

Sat., Oct. 17 OR Sat., Oct. 24
1 - 4 pm 1 - 4 pm
Scots Valley Room: 509
Recreation Center

Register by Sept. 14: $48
Register after Sept. 14: $54
plus $15 materials fee payable to instructor in class

Great Portrait Photography
Learn the fundamentals of portrait photography with a hands-on approach to the classic lighting patterns and styles developed by photographers from 1860 through modern day Hollywood. Techniques include the use of artificial and natural lighting. Find out how to make the most of your subject, adapt to challenging shooting conditions inside and outdoors, and pose your subject for maximum effect. This class is for anyone with the desire to take their photography to the next level; hobbyists, photo enthusiasts and people that use photography in their jobs. The techniques are applicable to digital cameras, cell phones, film and video. Bring your camera and manual.

A materials fee of $15 is payable to the instructor at class for a CD with the entire lecture, assignments, examples and printable lesson material.

Sat., Nov. 21
1 - 5 pm
Room: 509

Register by Sept. 14: $65
Register after Sept. 14: $76
plus $15 materials fee payable to instructor in class

Jeffery Luhn is a full time working photographer who began his career at a small town newspaper, worked up to United Press International, eventually owning and operating studios in Hong Kong, New York, and San Francisco. He graduated from Brooks Institute of Photography and has a California College Lifetime Teaching Credential in Art and Photography.
Adobe Lightroom

Do you feel overwhelmed by all of your digital images? Do you wish you had a quick and easy way to organize, locate, enhance, and prepare your images for viewing, posting on the web or printing? Make your images look stunning, save time, and stay organized as you enjoy the ease and beauty of Adobe Lightroom. With the massive number of digital images we create these days, we all want a quick and easy way to manage our digital image output. Lightroom will help you get the results you want in a lot less time. Lightroom is image editing and management software designed for photographers at any level of expertise, from beginners to professionals. It is far less complicated than Photoshop, but it also integrates easily with Photoshop when further manipulation of images is desired.

5 Wed., Sept. 30 – Oct. 28
6:30 – 9 pm
Room: VAPA 2021
Register by Sept. 14: $185
Register after Sept. 14: $192
Beverly Rayner, MFA, is a faculty member in the Cabrillo studio art department.

Photoshop for the Hobby Photographer

You can create the best photos ever digitally, whether you use a digital camera, or scan your photos. Photoshop is a huge application and this is your chance to get acquainted with some of the basic Photoshop tools and techniques most useful for hobby photographers. Find out how to repair damaged photographs, correct color, remove unwanted elements, and transform your photographs into sepia tones or hand-tinted looks, and more.

Much of what will be learned will be useful for Photoshop Elements as well. This class will be taught on a Mac, but is adaptable to Windows.

Students should bring a brown bag lunch.

2 Sat., Sept. 19 & 26
9:30 am - 2:30 pm
Room: 317
Register by Sept. 14: $85
Register after Sept. 14: $98
Deborah Cardillo — see bio

Making Videos for Friends and Family

Interested in preserving a family history, a reunion, wedding, special anniversary or birthday in a video? Want to make a cool Christmas video instead of the usual card? Learn to create a professional-quality video yourself that captures the precious moments you want to preserve.

Learn the elements of video creation: determining your audience, length of video, sound, editing and narration. We'll learn video shooting skills, downloading from camera to computer, and basic editing using iMovie for Macintosh. Learn interview techniques, lighting, audio, voice-over and the use of music. By the end of the course, you will have a short video that you created yourself!

Basic knowledge of computers is a prerequisite for this class. You will need a basic, inexpensive camera (some phone cameras are ok) for shooting video, and a minimum 32GB flash drive.

5 Thurs., Sept. 24 - Oct. 22
6:30 – 9:00 pm
Room: 317
Register by Sept. 14: $142
Register after Sept. 14: $160
$20 materials fee payable to the instructor in class.

Cindy Lepore Hart is a videographer and photographer. She combines her education, business, social media, digital media, and video skills to offer dynamic workshops.

Advanced Photoshop Techniques

Already know the basics? Learn refined selection techniques using masks, channels, and vector tools. Create panoramas with layer masks and use textures and blending modes to make your images pop. Get the best balance of light and dark using High Dynamic Range. Reposition content to perfection with content-aware tools. Adjust exposure and contrast balance with Curves. With these techniques, you will never have to put up with a less than perfect photo again!

Prerequisite: It is recommended that you have solid basic knowledge of Photoshop, or have taken Photoshop for the Hobby Photographer.

Students should bring a brown bag lunch.

4 Sat., Oct 3 – 24
9:30 am - 2:30 pm
Room: 317
Register by Sept. 14: $165
Register after Sept. 14: $185
Deborah Cardillo is a member of the National Association of Photoshop Professionals and is a Photoshop enthusiast who loves to teach others.
Meet the Brewmaster and Tour Discretion Brewery

Award winning brewmaster Michael Demers has invited us for an exclusive behind the scenes tour of Discretion Brewery in Soquel on 41st Avenue. Join us as he shares his secrets for crafting ales, lagers and other specialty beers. After the tour he will guide us through a tasting of some of his favorite brews.

Please wear closed-toed shoes.

Must be 21 years of age and older.

Fri., Oct. 2
2 – 4 pm
Class meets at Discretion Brewery, 2703 41st Avenue, Suite A, Soquel.
Register by Sept. 14: $32
Register after Sept. 14: $40
plus $10 materials payable at class

Beer Pairing: Discretion Brews with Appetizers

Wondering which beers to pair with your favorite foods? In this class we will discover which combinations of flavors of beer and food work best together. It’s important to think of the food ingredient and method of preparation when pairing foods be it roasting, caramelizing, or grilling. Layering of flavors and spices to match the nuances of Discretion brews will also be on the menu. Come join the fun!

Must be 21 years of age and older.

Sat., Oct. 3
10 am – 1 pm
Room 908
Register by Sept. 14: $60
Register after Sept. 14: $70
plus $20 materials payable at class

Pumpkins from A to D: Appetizers to Dessert

First we start with a stroll through the Monterey Bay Certified Farmer’s Market to chat with local farmers about which squashes they like to cook and bake with. Then we walk back to the Cabrillo Bakeshop and create. Our autumn menu is Roasted Squash Crostini, Kabocha Soup, Delicata Crostatta, and Pumpkin Cobbler with Cinnamon Ice Cream.

Sat., Oct. 10
10 am – 1 pm
Room 908
Register by Sept. 14: $60
Register after Sept. 14: $70
plus $15 materials payable at class
Why We All Love Vanilla
Have you ever wondered what the difference is between Tahitian and Madagascar vanilla? Come sample both and decide for yourself when the Vanilla Queen visits Cabrillo College this fall. She will guide us through the growing and harvesting of this most tastiest of orchids while tantalizing us with vanilla inspired treats such as sweet vanilla butter cookies and Anne will demo delicious vanilla ice cream. We will also sample vanilla in many different forms from bean to paste as chef instructor Anne Baldzikowski demonstrates the many uses of vanilla from sweet to savory cuisine.

Please join us for this very special lecture demonstration.
Sat., Nov. 7
10 am – 12:30 pm
Room 908
Register by Sept. 14: $32
Register after Sept. 14: $40
plus $12 materials payable at class

Croissant Workshop
Here’s your chance to create an iconic pastry that the French as well as Americans adore! Learn what it takes to create flaky buttery croissants as we roll and fold layers of butter and dough. Each student takes home 10-12 baked croissants and some dough to continue the creative process at home.
Sat., Sept. 26
10 am – 1 pm
Room 908
Register by Sept. 14: $60
Register after Sept. 14: $70
plus $25 materials payable at class

Delightful Apple Desserts
After taking this class from Anne you will have a delicious array of apple recipes when the apple trees are dripping with fruit this fall.
We will start off the class in the Cabrillo Bakeshop and then walk over to the Monterey Bay Certified Farmer’s Market where we will be delighted with samples and knowledge of this versatile fruit.
When we return to the classroom you will see what it’s like to bake in a professional kitchen, making and taking home Easy Apple Strudel, Flaky Apple Turnovers, and Old Fashioned Apple Crisp.
Participants must be 16 years or older.
Sat., Sept. 12
10 am – 1:30 pm
Room 908
Fee: $60
plus $25 materials payable at class

Thanksgiving Desserts
It’s almost Thanksgiving, so why not spend a few hours baking with new friends in the Cabrillo Bakeshop and learning a few tricks of the trade with these festive desserts.
Everyone will make and take home Pumpkin Mousse tart, Chocolate Walnut Tart, and Ginger Crinkle Cookies.
Sun., Nov. 22
10 am – 1 pm
Room 908
Register by Sept. 14: $60
Register after Sept. 14: $70
plus $25 materials payable at class

Holiday Candy Making!
Learn to create beautiful and tasty candies for your friends and family in this festive class. We will prepare and take home Almond Brittle, Peanut Butter Fudge, and Cinnamon Caramels. Anne will also provide ideas for packaging your candies as gifts!
Sun., Dec. 13
10 am – 1 pm
Room 908
Register by Sept. 14: $60
Register after Sept. 14: $70
plus $25 materials payable at class

Meet the Artisan Confectioner: Richard Donnelly Chocolates Tour and Tasting
Come meet Richard Donnelly, one of the world’s 10 best chocolatiers according to National Geographic as he graciously opens up his shop for a one-of-a-kind tour! We will meet Donnelly and hear his success story while sampling his award winning confections. Learn what it takes to be a world-class confectioner in this class hosted by author and chef instructor Anne Baldzikowski.
Fri., Nov. 13  OR  Fri., Dec. 4
1 – 2:30 pm
Class meets at Richard Donnelly Chocolates, 1509 Mission St, Santa Cruz
Register by Sept. 14: $32
Register after Sept. 14: $40
plus $12 materials payable at class

Our culinary classes are taught by author and award winning chef instructor Anne Baldzikowski. She enjoys encouraging people to cook in her variety of classes at Cabrillo College, where she began her formal studies over 30 years ago. Currently she teaches at Cabrillo College. She is the author of “Easy Artisan, Simple Elegant Recipes for the Everyday Cook.”

Appropriate for students 16 years and up. Please wear close-toed shoes, long pants, an apron, and hair tied back or under a hat.
Learn Knife Skills Like a Pro!
This is a class that will change your life in the kitchen. You will learn the proper technique needed to handle a chef knife, building confidence and speed, while increasing safety. This is a hands-on class, we will be cutting a variety of vegetables and turn them into delicious soups that we will enjoy for dinner at the end of class. Bring your knives or use the ones provided. Eric will explain quality indicators, how to choose a knife, how to sharpen, proper hold and motion and precision cuts. We’ll then get into the kitchen and do some cutting!

3 Dates to Choose from!
1. Mon., Oct. 26 (6 – 9 pm)
2. Sat., Nov. 14 (11 am – 2 pm)
3. Sat., Nov. 21 (11 am – 2 pm)
Room: 908
Register by Sept. 14: $60
Register after Sept. 14: $70
plus $15 materials payable at class

Eric Carter has over 15 years of professional experience as a chef and restaurant manager. He enjoys preparing soups, sauces, seafoods, meats and vegetables. He has been teaching Culinary Arts at Cabrillo College for over 18 years.

“Great class. I learned so much!”
— Gary, Knife Skills student

Kickstart Your Health: The Power of Plant-Based Nutrition
Come test-drive a plant-based diet and see how this approach can help you feel better and more energetic than ever! Have you ever considered experimenting with a vegan diet to lose weight, maximize your health, be kinder to the planet, or help animals? If so, then you’ll want to join us in this series of classes which offer a pragmatic and fun way to taste a variety of flavorful plant-based dishes and savor some fabulous recipes. Over the course of 6-weeks you’ll learn the latest science in plant-based nutrition and while you are trying it out, you can shed some unwanted pounds, cut your cholesterol, get your blood sugar and blood pressure in control, and boost your mood and energy.

Family nurse practitioner, Susan Lavelle, will provide practical tips for getting started and discuss key nutrients in a plant-based diet, along with sharing recipes and cooking demonstrations at every class.

If you are ready to fine-tune your health, increase your energy, conquer food cravings, and enhance your knowledge about the power of a plant-based diet, you won’t want to miss this opportunity.

A materials fee of $35 is payable to the instructor at the 1st class to cover food, handouts and other materials and supplies. Optional book will be available for purchase from the instructor for a discounted price.

6 Mon. Sept. 21 – Oct. 26
6 – 8 pm
HW1119 (Inside the Stroke Center)
Register by Sept. 14: $165
Register after Sept. 14: $178
Materials fee of $35 payable to instructor in class.

Susan Lavelle is a registered nurse practitioner at Cabrillo College’s Student Health Services. She is also a certified PCRM Food for Life Instructor and passionately promotes healthy dietary choices and lifestyle to prevent disease and achieve optimal health.
Advanced Kickstart for Serious Weight Loss - Healthy Strategies
This class will help students understand how a plant-based diet may help them reach their health goals. This class is about losing weight, maintaining a healthy weight, or simply embracing an overall healthful diet. We will present the idea of not restricting amounts of foods, but rather choosing the right foods has been the guiding principle for losing weight and staying healthy. This class offers a chance to discover which foods are optimal for weight management, learn about various health topics, and get practical cooking skills that lead to better health. Attendees enjoy a cooking demonstration and taste delicious, healthy dishes in a supportive group setting.

Note: Class meetings are 3-weeks apart to allow students time to experiment with meal preparation and diet and evaluate weight loss in the time between both classes.

2 Thu., Sept. 17 & Oct. 8
6 – 8 pm
New Leaf Market, Culinary Classroom
1101 Fair Ave., Santa Cruz
Register by Sept. 14: $60
Register after Sept. 14: $70
Materials fee of $6 payable to instructor in class.

The Human Microbiome & Fermented Veggies - The Power of Food for Digestive Health
In this class students will learn how the microbiome influences our moods (brain fog, depression) and energy levels, creates exceptional immune support, assists with weight loss, and can help prevent common digestive troubles. Students will discover how to deliciously strengthen this symbiotic and vital relationship between one’s body and one’s ‘bugs.’ There will be a live sauerkraut/fermented food demonstration and sampling, not to miss!

Thu., Sept. 24
6 – 8 pm
New Leaf Market, Culinary Classroom
1101 Fair Ave., Santa Cruz
Register by Sept. 14: $30
Register after Sept. 14: $35
Materials fee of $6 payable to instructor in class.

Sandi Rechenmacher is a nutritional consultant and veteran Food for Life instructor. She presents an introduction to the world of whole foods plant-based nutrition that allows our body to reconnect with the way it was designed by nature to heal itself and enjoy a pain-free living.

The Power of Food for Cancer Prevention and Survival
Certain dietary patterns seem to have an effect in helping cancer survivors. This class offers a unique opportunity to acquire knowledge about the link between diet and cancer, experience the benefits of plant-based nutrition, and learn the practical cooking skills needed to help you on your journey to better health.

Thu., Oct. 1
6 – 8 pm
New Leaf Market, Culinary Classroom
1101 Fair Ave., Santa Cruz
Register by Sept. 14: $30
Register after Sept. 14: $35
Materials fee of $6 payable to instructor in class.

Diabetes Prevention & Treatment
Uncontrolled, diabetes can lead to complications from head to toe. Research studies have demonstrated that a plant-based nutrition approach reduces the risk of diabetes and can greatly benefit those who have been diagnosed with the disease. The goal of this class is to empower people who have diabetes and those concerned about developing diabetes, along with their friends and family members with new information and skills. This class offers a cooking demonstration, and provides samples of delicious, health-promoting dishes, along with a take-home packet of easy and affordable recipes.

Thu., Oct. 15
6 – 8 pm
New Leaf Market, Culinary Classroom
1101 Fair Ave., Santa Cruz
Register by Sept. 14: $30
Register after Sept. 14: $35
Materials fee of $6 payable to instructor in class.

Food for Brain Development and Healthy Aging
In this class students will understand that poor memory is not just ‘a part of one’s golden years’ and will learn how to boost their nutrition to a whole new level, eliminating sources of harmful brain fats and toxic metals, all the while incorporating powerful antioxidant foods at every meal. Focus will be given to the discussion of mental and physical exercises that protect your mind and strengthen your memory. The payoff is huge! This class offers a cooking demonstration, and provides samples of delicious, brain-powering foods along with resources to help ‘keep us as sharp as a tack.’

Thu., Oct. 22
6 – 8 pm
New Leaf Market, Culinary Classroom
1101 Fair Ave., Santa Cruz
Register by Sept. 14: $30
Register after Sept. 14: $35
Materials fee of $6 payable to instructor in class.
Cabrillo Extension and members of the Water Conservation Coalition of Santa Cruz County are offering a series of workshops for home and garden. These classes offer expert instruction on water-saving techniques and conservation principles to help preserve and protect our most valuable resource. Due to the collaboration with Soquel Creek Water District, the City of Santa Cruz Water Department and the Scotts Valley Water Department we are able to significantly reduce the registration fees for the 5 workshops below. Space is limited, so register early!

Green Home, Garden and Water Conservation

The A to Z of Rainwater Harvesting Systems
Rainwater harvesting is a popular alternative for homeowners and gardeners who want to become more self-sufficient by collecting rainwater while reducing their water bills. Rainwater can be used to water gardens and for emergency water supply. In this class we will discuss the fundamentals of designing a domestic rainwater harvesting system, how to optimize capture and usage, filtration and distribution. Graywater systems will also be discussed.

There will be a lunch break followed by a field trip to visit two nearby residential rainwater harvesting system projects.

Sat., Oct. 17
9 am – 3 pm
Room: 609
Register by Sept. 14: $20
Register after Sept. 14: $25

Bobby Markowitz is a licensed landscape architect specializing in rainwater harvesting design. His passion about rainwater harvesting has come out of his 30 years experience in landscaping.

Laundry-to-Landscape Hands-on Installation Workshop
This class gives participants information and a hands-on experience installing a laundry to landscape system, which re-purposes water which was previously considered waste water and can now be redirected for landscape and garden irrigation.

Classroom Instruction at the first half of the day will cover code requirements, graywater compatible products and plants, graywater parts and materials identification, calculating irrigation field size and plant water requirements, mulch basin construction, creating a design for your system, and maintaining your graywater system. After a one hour lunch break we will travel to the workshop installation site, a local resident/volunteer’s home complete an installation.

Don’t forget to bring a lunch, sunscreen, and a water bottle!
Please note: The Workshop starts at 9am, but please arrive by 8:45am to check in! Hands-on Installation demonstration will be from 1-4pm.

Sat., Sept. 26
9:00 AM – 4:00pm
Room: 609 & Off-site
Register by Sept. 14: $20
Register after Sept. 14: $25

Jim Heaney has been employed at the County of Santa Cruz Planning Department for the past 14 years as a Building Plans Examiner and a Building Inspector. In addition, Jim is part time faculty at Cabrillo College, where he has been teaching the Commercial and Residential Building Codes, the Uniform Plumbing and Mechanical Codes over the last 12 years.

“All information was clearly explained, photos were helpful, loved the physical displays. Great instructor!”
— Laundry to Landscape student

“We may redesign our garden and also put in rainwater catchment systems... makes sense and Golden did a good job in encouraging that.”
— Water Neutral Landscaping student
Water Neutral Landscapes - Putting it All Together to See the Big Picture

Do you want landscaping that is more resilient for today and the climate changes ahead and less dependent on municipal or well water? Here is your opportunity to learn how many of the individual principles used to "design for water" can be integrated with a whole systems approach and a unified plan. This class touches on all of the applications that are covered in our Green Home and Garden series - not in detail, but to address how they may be integrated. Learn how rain water in soil and cisterns, graywater, plants that require less water, pervious surfaces, and gardening and irrigation practices can be integrated into a water neutral landscape. The class will include a site visit to state-of-the-art examples of these principles.

Sat., Nov. 7
9 am – 3 pm
Room: 609 & off-site
Register by Sept. 14: $20
Register after Sept. 14: $25

Golden Love is a licensed landscape contractor and lifelong avid gardener. With 30 years experience in sustainable landscaping, Love is an expert in rainwater harvesting and graywater systems. He specializes in local landscapes that eliminate the use of municipal or well water through the use of alternatives.

Replace Your Lawn - Landscaping Strategies

If maintaining your lawn has gotten to be too much — too much water, fertilizer, pesticides, and herbicides, too much time, too much mowing, or just plain too much bother — then you'll want to take this class! Learn to use alternative grasses and grass like plants to create beautiful 'lawns' that are low care and water-conserving. In this one-day class, you will be guided, step-by-step, through the entire lawn-replacement process: from initial considerations of cost and difficulty, through selecting the right plants for your site, to soil preparation and planting, and finally, to the required maintenance.

Sat., Oct. 10
10 am – 1 pm
Room: 609
Register by Sept. 14: $20
Register after Sept. 14: $25

Bobby Markowitz – see Bio

To register call 479-6331 or visit us online at www.cabrillo-extension.org
Cabrillo College Extension is proud to partner with the Cabrillo College Small Business Development Center to present seminars to help you build your business!

**Build Your Business!**

**Writing Your Best Business Plan**
This seminar will help you identify the most appropriate business planning format for starting or expanding a business, marketing basics, and a strategic plan to put your business on the road to success. Learn how to establish realistic goals and objectives, determine startup costs, as well as various methods of financing your startup.

_**Writing a Business Plan is the first step to obtaining free of charge counseling from the SBDC.**_

Sat., Oct. 10
9:30 am - 12 noon
Room: 1302

**OR**

Tue., Sept. 8
2 – 4:30 pm
Santa Cruz Police Department–Community Room
155 Center Street, Santa Cruz

**OR**

Tue., Nov. 10
2 – 4:30 pm
Cruzio Internet Conf. Room –
877 Cedar St. #150, Santa Cruz

**Fee:** $35

_**Keith Holtaway** has been a Santa Cruz resident and entrepreneur for the past 35 years. He has been a small business consultant specializing in business planning for start-ups, turn-around strategies for struggling businesses, and obtaining financing for business growth._

**Solving the Social Media Puzzle: Helping You Put the Pieces Together**

The advent of mobile devices and the infiltration of social media into everyday life has significantly changed how people expect to engage with businesses online, both on websites and on social media.

Get the big picture of how your customers are engaging online. Learn what customers expect from websites today, how to make informed decisions on which social media sites are best for your business and how to integrate them into your marketing strategies. Attend this seminar and learn how to put all the pieces of the online puzzle together to grow your business.

_**Lydia Snider** is a local specialist in helping non-profits, small businesses and individuals leverage the power of social media. A former educator, Lydia started a very successful business that was launched using social media to spread the word and increase sales. Lydia had one of the first Facebook pages and is dedicated to helping businesses use social media wisely and profitably._

Tue., Sept. 29
OR
Sat., Oct. 24
2 – 4:30 pm
Cruzio Internet Conf. Room
877 Cedar St. #150, Santa Cruz

**Fee:** $35

The SBDC was founded in 1985 and has served over 5,000 business owners, created over 2,200 jobs and has helped local businesses obtain over $79 million in capital investment. The SBDC provides free of charge, confidential advice to help your business get a healthy start, assist with expansion and increase your profits. The SBDC has fifteen advisors who will meet with you, at no cost, for business planning, increasing sales, analyzing financial statements, implementing bookkeeping systems and developing expansion plans.

Specialists are available for Retail, Restaurants, Childcare and Agricultural operations.

The Cabrillo College SBDC has won national and state awards for excellence in operations and business growth of their clients. 100% of clients served stated they would recommend SBDC services to others! How can the SBDC help your business?
Please call 831-479-6136 or go to www.centralcoastsbdc.org for more information.

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**Build a Better Business Program Series**
Recordkeeping for Small Business
This class will reveal the mysteries of account- ing in plain language and give you everything a non-accountant saddled with keeping “the books” needs to know. Concepts and processes covered in this class will include: the bookkeeping cycle, accrual vs. cash vs. tax accounting, and the chart of accounts, journals and general ledger.
Double entry and single entry bookkeeping will be explained without the pain of “debit and credit” journal entries. Learn accounting concepts, to operate your small business more profitably.
This is an excellent prerequisite for those wishing to maintain their accounting records either manually or using computerized systems.
Sat., Sept. 26
9 am – 1 pm
Room: 432
Register by Sept. 14: $48
Register after Sept. 14: $56
Cathy Van Loon – See bio

QuickBooks Basics
Information systems professionals, personal consulting services, massage therapists, personal trainers, and sports trainers need QuickBooks, too! Take your home-based industry from hobby to business. Learn and apply basic accounting concepts, business structure, and sound record-keeping procedures to your consulting/service business. Prepare Invoices, track your receivables, and predict timely collection, accept credit/debit card payments. Gain familiarity with basic Financial Statements and how they help you grow your business. Know you are financially successful and document those all-important tax deductions.
The class is taught in a computer lab to ensure student hands-on experience with the software. Purchase of QuickBooks Pro is not required, but purchasing “QuickBooks Pro for Dummies” is recommended for those who do not own the software.
Students must bring a USB Memory Disk of at least 1 GB of memory to class. Mac users are welcome to bring their own laptops with QuickBooks already installed.
2 Sat., Oct. 3 & 10
9 am - 1 pm
Room: 318
Register by Sept. 14: $98
Register after Sept. 14: $109
Cathy Van Loon, MA, is an Intuit Certified QuickBooks Pro Advisor and has been teaching QuickBook at Cabrillo since 2003 and other accounting courses since 1985.

Starting Your Own Nonprofit
If you are thinking of starting a nonprofit business this class will demystify and explain the nonprofit start-up process for you. After learning the advantages and restrictions of running a nonprofit you will be able to decide if a nonprofit start-up is the best choice for you.
You’ll learn about the privileges and restrictions nonprofits face, how to deal with government agencies, alternatives to a nonprofit and an understanding of the application and approval process.
Instructions on the new streamlined IRS exemption process will be included.
Sat., Sept. 12
10 am - 1 pm
Room: 432
Fee: $62
Josh Wagner runs the Santa Cruz consulting firm PlanRight, which provides a user-friendly approach to nonprofit start-up. PlanRight serves hundreds of client organizations around the country.

“Excellent content. Skills I can use at work”
— Cristina, student Business & Career class
Project Management for the Rest of Us

Many of us are called upon to manage project work with only a vague sense about how to do it effectively or efficiently. Instead, we bumble through with clunky spreadsheets and a wide range of different expectations about how and what to manage when it comes to project work. Or, we feel overwhelmed at the very thought of learning and then using a whole new set of tools, just so that we can plan the work, when we really feel that we should simply be doing the work.

Come to this one-day workshop to learn a quick and easy set of tools that you can apply right away to make your project planning much more engaging, meaningful and complete. In this course you will:

• Understand what a project is and is not
• Understand the stages of project development and how to lead effective meetings
• Practice describing a project goal and objectives
• Translate goals and objectives into a project scope
• Engage and secure sponsorship for your project
• Engage the right stakeholders at the right time with a communication plan
• Practice leading an effective project team meeting
• Learn to anticipate and mitigate risks
• Build a collaborative action plan that includes task interdependencies

Mon., Sept. 21
8:30 am - 3:00 pm
Room: 1522
Register by Sept. 14: $95
Register after Sept. 14: $110
Claire Laughlin - see bio

Attract and Retain the Right Employees: Strategies for Developing a Recruiting and Retention Plan That Works!

We all want to attract and retain the right employees, but as a small business with limited resources, it can be a daunting task. Come to this power packed 2 hour seminar to:

• Learn more about what it takes to define a recruitment and retention plan for your business
• Explore best practices in recruitment and retention
• Review the core strategies employed by “Great Workplaces”
• Discuss ways that you can strengthen your recruitment and retention strategies, no matter the current size of your business.

Thu., Nov. 19
9 - 11 am
Room: 1522
Register by Sept. 14: $32
Register after Sept. 14: $38
Claire Laughlin is a consultant and trainer for Cabrillo’s Corporate Training department. This and other classes that Claire teaches are designed to leverage the power of the intersection between creativity, group dynamics, collaborative process, and easy-to-use tools.

Building a Conscious Company Culture

One of the most powerful differentiators of effective organizations is their ability to create and maintain a positive organizational culture. When employees love their job, organizations prosper, and profits increase. Lead your organization’s effort to increase employee satisfaction and their passion for organizational success. Come to this dynamic 2 hour seminar to:

• Learn about the “bottom line” impact of culture in your workplace
• Discuss the how of creating a culture from the ground up
• Explore the Conscious Culture (TM) model and apply it to your workplace

Tue., Dec. 8
9 -11 am
Room: SAC 202
Register by Sept. 14: $32
Register after Sept. 14: $38
Russ Elliot has been bringing his expertise in human resources and coaching to organizations across the country for more than 30 years. His work has extended from the manufacturing plant floor to technology and financial companies including Toyota, NUMMI, Texas Instruments, Easton-Bell Sports and Bridge Bank.
Don’t Miss the Boat! Learn to Leverage Social Media

Social Media for Content Producers: Brand Building, Content Strategy & Audience Engagement

The Social Media for Content Creators workshop is designed for intermediate level marketing, PR and communication professionals, journalists, and educators who are interested in becoming strategic, skilled practitioners in social media content creation and distribution. The format of the workshop is ideal for people who thrive in intense, fast-paced environments.

In this workshop you will learn:

• To identify the key components of social media content strategy with a focus on audience, content, organizational goals, and metrics
• The keys to building brand awareness in your social media messaging with stories, and via social influencers and advocates
• To develop content that is authentic, interactive and meaningful with consistent voice and targeted to your audience and the platform
• To create engaging content that resonates using visual journalism techniques and infographics
• To design innovative social media campaigns that inspire action
• Gain valuable insight into platform demographics and the nature of interactions across the social platforms with best practices for posting on social platforms and hands-on practical exercises
• To analyze your social media campaigns with measurement tools that are in alignment with your goals
• To leverage your overall content strategy throughout your organization or company.

At the completion of this workshop you will have designed a ready to implement strategic social media content plan.

Fri., October 16 OR Tue., Nov. 3
1:30 – 4:30 pm 6 – 9 pm
Room: 515
Register by Sept. 14: $52
Register after Sept. 14: $58
Dianthe Harris – see bio

Introduction to Facebook

If you are new to Facebook this workshop is for you. This hands-on course is dedicated to helping those who do not currently have a personal or business Facebook page and wish to set up their own. Topics include:

• Creation of Facebook profile
• Editing your profile and customizing who sees what
• Setting privacy levels
• Posting statuses, links, photographs to your timeline
• Finding and interacting with Facebook friends
• Understanding how to customize your News Feed so you see the information you want
• Sending messages and chatting with friends
• Best practices to keep your data secure

Fri., Sept. 25 OR Tue., Oct. 20
1:30 – 4:30 pm 6 – 9 pm
Room: 515
Register by Sept. 14: $52
Register after Sept. 14: $58
Dianthe Harris – see bio

LinkedIn 101

LinkedIn is a professional networking site that provides users with unique access to a broad range of professionals, in and outside of academia, as well as vital information about careers and job opportunities. In this hands-on workshop, attendees will learn to:

• Create a powerful professional profile
• Effectively use LinkedIn tools and features
• Begin to build a professional community
• Maximize career exploration opportunities.

Attendees will have opportunity to share their LinkedIn profiles and to receive feedback and advice in a small group setting.

Bring a copy of your resume to class as that is the content you will be using when creating your LinkedIn account.

Tue., Oct. 6 OR Fri., October 30
6 – 9 pm 1:30 – 4:30 pm
Room: 515
Register by Sept. 14: $52
Register after Sept. 14: $58
Dianthe Harris specializes in communication strategies and execution, including messaging and content creation, project management, partner and strategic alliance relationship management, and team building for cultural and behavior change.
Become a Notary Public – Includes 2014 Laws
Establishing yourself as a Notary Public, earn additional income and provide a service to your community. It’s not just a clerk’s job anymore. Successful notaries provide a valuable service to their company, friends and private clients. Ambitious Notaries gain the skills it takes to become a Loan Signing Agent making $200 to $400 per signing.

Our 6-hour state approved seminar gives you the knowledge to pass the exam and practice as an effective Notary. You’ll receive 2 practice tests and you’ll take the official Notary exam directly following the seminar.

Must be 18 years of age. Serious conviction may disqualify applicant.

Register for the exam from 4 – 4:30 pm. Exam is from 4:45 – 6 pm. For the exam, bring a $40 check payable to Secretary of State, current driver’s license or state-issued ID (you must be a legal resident of California), a 2 x 2 passport color photo, and a few #2 pencils. LiveScan fingerprints required after you pass the exam.

There will be a short break for lunch. It is suggested that you bring your lunch, as there is no Saturday food service on campus.

Please arrive early. Due to State Regulation, no one will be admitted after the class begins. You must also be on time when returning after the break. No refunds for late arrivals.

Sat., October 3
8 am – 6 pm
Room: 454
Register by Sept. 14: $95
Register after Sept. 14: $110
plus $30 text payable at class
Carrie Christensen – see bio

Renew Your Notary Commission – Includes 2014 Laws
Need to renew your notary commission? A three-hour refresher course is required. You must also be live scanned and pass the official Notary exam again. We’ll feature the new state laws passed this year and give you a brush-up on general law to make sure you haven’t fallen into any bad habits.

Your commission must be current to be eligible for a renewing seminar.

Must be 18 years of age. Serious conviction may disqualify applicant.

Register for the exam from 4 – 4:30 pm. Exam is from 4:45 – 6 pm. For the exam, bring a $40 check payable to Secretary of State, current driver’s license or state-issued ID (you must be a legal resident of California), a 2 x 2 passport color photo, and a few #2 pencils. LiveScan fingerprints required after you pass the exam.

There will be a short break for lunch. It is suggested that you bring your lunch, as there is no Saturday food service on campus.

Please arrive early. Due to State Regulation, no one will be admitted after the class begins. You must also be on time when returning after the break. No refunds for late arrivals.

Sat., October 3
12:45 – 6 pm
Room: 454
Register by Sept. 14: $50
Register after Sept. 14: $58
plus $30 text payable at class
Carrie Christensen is the Director of Notary Public Seminars, Inc., a leading notary public & real estate course provider for more than 15 years. She teaches the course at colleges, universities and vocational schools throughout California.

Getting to the ROOT of the Problem
In this fast paced and competitive environment, getting to the root of the problem quickly, accurately, and decisively is critical to survival and success! Finding the root cause of a problem is the key to making sure the right steps will be taken to resolve it once and for all. Learn how to find creative solutions and how to make faster, high quality decisions.

Topics will include how to:
• Identify problems and their root causes
• Apply basic problem-solving tools
• Avoid common errors
• Develop and evaluate solutions
• Communicate effectively about problems

Tue., Oct. 27
9 – 11 am
Room: SAC 202
Register by Sept. 14: $32
Register after Sept. 14: $38

NEW!

Rae Ann Ianniello is a workshop leader, college instructor, published author, and human resource consultant. She has over 20 years of business experience and has held positions such as Director of Business Development, Human Resource Manager, Corporate Trainer, and Strategic Consultant.
Using Video to Promote and Grow Your Business

Many business owners are reluctant to use video because they think it’s difficult to do, time consuming and you need expensive equipment to do it. None of this is true so keep reading!

Marketing with online videos can engage viewers, create large audiences, and help showcase products. A wide range of traditional or online businesses such as hospitality, non-profits, sports and fitness, trades and construction, real estate: you name it, they all use videos.

You will be taught video shooting skills, downloading from camera to computer, and basic editing using iMovie for Macintosh. Once you have completed your short video, you will export it, and learn how to upload it to the web. Interview techniques, lighting, audio, voice-over and adding music will be also be taught. By the end of the course, you will have a short video that you create yourself!

Basic knowledge of computers is a prerequisite for this class. You will need a basic, inexpensive camera (some phone cameras are ok) for shooting video, and a minimum 32GB flash drive.

5 Tue., Sept. 22 – Oct 20
6:30 – 9:00 pm
Room: 317

Register by Sept. 14: $142
Register after Sept. 14: $160
$20 materials fee payable to the instructor at class for a handbook of the lessons with graphics and additional supporting documents.

Cindy Lepore Hart is a videographer and photographer. She combines her education, business, social media, digital media, and video skills to offer dynamic workshops.

How to Become a Cabrillo Extension Instructor

Do you have professional or creative practice experience that you can share with others? Would you like to earn extra income as an instructor? The Cabrillo Extension program is always looking for new class ideas. Learn from a seasoned pro everything you need to know to get started in a lucrative part-time profession. No teaching credential needed.

Sat., October 24
2 – 5 pm
Room 405
Register by Sept. 14: $50
Register after Sept. 14: $58
plus $30 materials fee payable to instructor in class

David Cook has been teaching Community Education workshops around the country for over 15 years.

Foreclosures: Less Risk/ More Rewards

Many people want to buy residential properties in foreclosure at substantial discounts but don’t know how to uncover title or debt to establish equity. Warren has taught hundreds of people over 20 years how to make such purchases with minimal risk and cash. His three hour seminar illustrates the four-part foreclosure process with handouts and emphasizes how to buy the best discounted properties at trustees’ sales. This seminar has proven to be a rewarding investment of your time and money. Topics include:

• The complete foreclosure process
• How to uncover the best discounted property
• Risks and rewards of purchasing property
• How to step through the total research process to establish actual equity through governmental support available in all California counties.

Sat., Oct. 17
10 am – 1 pm
Room: 435
Register by Sept. 14: $48
Register after Sept. 14: $54

Warren Racine has been a licensed Real Estate agent/broker for over 40 years. He has taught thousands of people how to uncover title and debt to establish equity in residential properties in foreclosure. He has been teaching his workshops throughout California for over 30 years.
Landlord Made Easy
If you are a landlord, or are thinking about becoming one, this class will provide you with the basics of managing real estate. Learn how to legally advertise, screen applicants, develop procedures and build excellent tenant relationships. We will cover the ins and outs of a proper lease, the necessary addendum, and what you can and can’t put into a lease. Know the documentation needed to protect you, the property and the tenant. We’ll go over basic Fair Housing laws and legal requirements with tips and tricks to lead to an easier landlording experience.
Bring your lunch if you want to participate in one-on-one Q & A time.
Sat., October 24
9 am – 3:30 pm
Room: 432
Register by Sept. 14: $90
Register after Sept. 14: $98
plus $5 material fee payable to instructor in class.
Kathleen Richards, MBA, MPM, RMP, owner of Portola Property Management, has been a professional property manager for over 10 years. She is President of Monterey and California State Chapters of National Association of Residential Property Managers.

How to Become a Mystery Shopper
Would you like to get paid to go shopping, eat out, play golf, and more? Would you like to participate in programs that bring about improvements for both the company and the consumer? Learn how mystery shopping works, how to avoid the scams, what types of reports are used, the do’s and don’ts of getting hired and how you can get into the “shopper’s network.” You will leave the class fully prepared to begin your exciting new journey. Plus you will have the added advantage of learning from a hands-on shopper who can give you first-hand information and referrals.
Wed., Oct. 14
6 – 9 pm
Room: 429
Register by Sept. 14: $42
Register after Sept. 14: $48
$20 materials fee payable to instructor in class for a comprehensive book.
Elaine Moran has been a mystery shopper for over 20 years. She currently gives classes and workshops at over 20 colleges and authored the book “How to Become a Mystery Shopper, Your Complete Guide to Secret Shopping”.

Starting Your Own Nonprofit
If you are thinking of starting a nonprofit business this class will demystify and explain the nonprofit start-up process for you. After learning the advantages and restrictions of running a nonprofit you will be able to decide if a nonprofit start-up is the best choice for you. You’ll learn about the privileges and restrictions nonprofits face, how to deal with government agencies, alternatives to a nonprofit and an understanding of the application and approval process.
Instructions on the new streamlined IRS exemption process will be included.
Sat., Sept 12
10 am – 1 pm
Room 432
Fee: $62
Class fee includes workbook
Josh Wagner runs the Santa Cruz consulting firm PlanRight, which provides a user-friendly approach to nonprofit start-up. PlanRight serves hundreds of client organizations around the country.
QuickBooks Pro for the Small Business Owner

QuickBooks Pro is one of the most widely used accounting programs for small businesses. This class will lead you through the set-up and use of the software for basic accounting functions including writing and printing checks, tracking income and expenses, generating financial statements, accounts payable and receivable, invoicing and more.

The class is taught in a computer lab so that students may gain hands-on experience with the software. Purchase of QuickBooks Pro is not required, but purchasing “QuickBooks Pro for Dummies” is recommended for those who do not own the software.

Students without bookkeeping experience are recommended to take Recordkeeping class on September 26th.

Students must bring a USB Memory stick of at least 1 GB of memory to class. Mac and PC users are welcome to bring their own laptops with QuickBooks already installed.

4 Sat., Oct. 3 - 24
9 am - 1 pm
Room: 318
Register by Sept. 14: $195
Register after Sept. 14: $214
Cathy Van Loon – see bio

Advanced QuickBooks

This advanced class is designed for those who are experienced with QuickBooks and who are looking for insight on how to deal with the more difficult issues that advanced users often face. Some of the topics covered are: inventory, accounting issues and solutions, tracking and managing sales tax, working with and resolving payroll issues, effective use of remote access, job costing, time tracking and much more.

The class is a hands-on course. Students must have previous experience with QuickBooks Pro software.

Sat., Nov. 21
9 am - 1 pm
Room: 318
Register by Sept. 14: $65
Register after Sept. 14: $76
Cathy Van Loon, MA, is an Intuit Certified QuickBooks Pro Advisor and has been teaching QuickBook at Cabrillo since 2003 and other accounting courses since 1985.

Recordkeeping for Small Business

This class will reveal the mysteries of accounting in plain language and give you everything a non-accountant saddled with keeping “the books” needs to know. Concepts and processes covered in this class will include: the bookkeeping cycle, accrual vs. cash vs. tax accounting, and the chart of accounts, journals and general ledger. Double entry and single entry bookkeeping will be explained without the pain of “debit and credit” journal entries. Learn accounting concepts, to operate your small business more profitably. This is an excellent prerequisite for those wishing to maintain their accounting records either manually or using computerized systems.

Sat., Sept. 26
9 am – 1 pm
Room: 432
Register by Sept. 14: $48
Register after Sept. 14: $56
Cathy Van Loon – see bio

“I have gained the knowledge to help support our family business by doing bookkeeping.”

—QuickBooks Pro student
Introduction to Medical Insurance Billing

One of the physicians’ most valued employees is the one who does the insurance billing. Learn medical billing techniques and how to follow up and collect on billed claims. In this course you will learn:

• How to bill Medicare, Medicaid (MediCal in California), TRICARE and CHAMPVA
• To complete the new CMS 1500 claim form
• Updated information on the new Medicare contractor, Noridian Healthcare Solutions
• Learn how to keep current on changes on rules and regulation of government plans
• How to read an Explanation of Benefits (EOB)
• How to look up diagnosis codes, procedure codes and modifiers

Sat. & Sun., Sept. 19 & 20
9 am - 3 pm
Room: 1606
Fee: $125
plus $59 material fee payable to instructor in class

Medical Insurance Billing, Part II

For those students who have completed the intro course or those who are already Billers & want to further their knowledge in medical billing. You will learn:

• The difference between PPO’s, HMO’s, IPA’s and other managed care issues
• The ins and outs of contracting with managed care plans
• HCPCS Level II coding – when to use these codes
• Analyze and solve difficult billing problems, denial management
• HIPAA – Health Insurance Portability & Accountability Act (patient privacy)
• Open discussions on various issues of concern to medical billers

Prerequisite: Experience as a medical biller or taken Intro to Medical Insurance Billing

Mon. & Tue., Sept. 21 & 22
6:30 - 9 pm
Room: 1606
Fee: $85
plus $39 material fee payable to instructor in class

CPT, ICD9, ICD10 & HCPCS Coding

In this course the student will learn the difference between CPT, ICD9, ICD10 and HCPCS codes and when to use them for billing claims:

• Indicating the appropriate diagnosis codes on the claim form
• Code the primary reason for the visit each time patient is seen
• Learn about the ICD10 codes that go into effect, October 2015
• Appropriate procedure codes for the insurance companies
• Learn billing for supplies, material, injections & dental claims

Sat. & Sun., Sept. 26 & 27
9 am - 3 pm (Saturday) and 9 am – 1 pm (Sunday)
Room: 1606
Fee: $85
plus $39 material fee payable to instructor in class

If you are looking for another career or supplementary income, our Certificate Program in Medical Insurance Billing can make you a valued professional in the fast-growing health care field. Participation in the Certificate Program is not required. Courses may be taken individually as long as you meet the prerequisites.

Certificate Program

• Introduction to Medical Insurance Billing
• Advanced Medical Insurance Billing, Part II
• CPT, ICD9, ICD10 & HCPCS Coding
• Workers’ Compensation & Personal Injury
• Computerized Medical Insurance Billing (A Home Study Course)

Course materials and texts are NOT included in the registration fee. Material fees are payable to instructor at the 1st meeting of each course. Please see each course description for the appropriate fees.

Students will receive a Certificate of Attendance from the instructor at the end of each course. Those who complete the Certificate Program will also receive a Certificate of Completion issued by the college.

TAKE THE ENTIRE MEDICAL BILLING CERTIFICATE PROGRAM FOR JUST $375

See individual materials fees payable directly to instructor in class.

Kris Patterson is the owner of a successful Medical Billing and Consulting firm and has taught Medical Insurance Billing classes for over twenty years.
Workers’ Compensation & Personal Injury
Learn how to bill California Workers’ Compensation and Personal Injury cases. Some of the areas this workshop will cover are:

- Overview California’s Workers’ Compensation
- Workers’ Compensation Appeals Board Liens
- Learn tips for screening patients up-front
- Maximizing reimbursement
- Turning objection letters into payments
- Negotiating with attorneys on lien cases
- Automobile insurance carriers and personal injury

Prerequisite: Experience as a medical biller or have taken Introduction to Medical Insurance Billing Parts I & II.

Mon. & Tue., Sept. 28 & 29
6:30 - 9 pm
Room: 1606
Fee: $85
plus $39 material fee payable to instructor in class

Computerized Medical Insurance Billing Orientation
(A Home Study Course)
First, meet the instructor for a 15-minute orientation to receive course material and information on obtaining your username and password. (Windows 98 or above required)

You’ll learn how to set up a medical practice using your own computer.

This course must be completed within 1 month. (Most students complete the course material within 6 to 8 hours). You will have the assistance of an instructor via email.

In this hands-on course you will set-up the following:

- Practice & Provider information
- Practice superbill
- Patient/Guarantor information
- Insurance companies to be billed
- Post charges, payments and adjustments
- Print insurance claims, patient statements & management reports
- Create database for electronic claim submission

Prerequisite – Experience as a medical biller or completion of previous classes.

Tue., Sept. 29
6 – 6:15 pm
Room: 1606
Fee: $45
plus $89 material fee payable to instructor in class - Includes workbook & tutorial software

Start Your Own Medical Billing Service
Many medical practices receive most of their income from insurance companies. Thus, medical billing services are in demand. In this class you will learn:

- How to obtain clients & setting your fees
- What other services a billing service could offer
- Marketing your services
- Where to obtain HIPAA compliant software
- Sample HIPAA Business Associate Agreement & Independent Contractor Agreement
- How to obtain updates from insurance companies
- Sole Proprietorship, Partnership, Corporation & LLC’s discussed

Sun., Sept. 27
1:30 - 3 pm
Room: 1606
Fee: $65
plus $29 material fee payable to instructor in class

Medical Front Office Certificate Program
This program has been designed for those interested in becoming a Medical Front Office/Medical Receptionist/Intake Coordinator. This class will prepare you to begin a rewarding career and to become an integral part of the medical office team.

Topics covered include:

- Basic Medical Benefit Terms and Plans
- Eligibility and Insurance Benefit Verification
- Appointment Scheduling (Manual and Computerized)
- Improving Telephone Skills
- Patient Arrival, Check-In and Departure
- Handling Medical/Office Forms
- HIPAA/Patient Privacy & Confidentiality
- Medical Terminology (specific to the front office)

This two-part course will be offered under the following format: Part one will be lecture, part two will be a home-study computer course (using your own computer) concentrating on computerized appointment scheduling and new patient set-up. Students are given one month to complete part two of this course.

Wed. & Thu., Sept. 23 & 24
6:30 - 9 pm
Room: 1606
Fee: $105
plus $79 material fee payable to instructor in class - Includes workbook & tutorial software

TAKE THE ENTIRE MEDICAL BILLING CERTIFICATE PROGRAM FOR JUST $375
See individual materials fees payable directly to instructor in class.
Supervisory Academy Training Series

Being a successful supervisor can be a challenge: You have a lot of responsibility, and usually, very little supervisory training. Designed to deliver results, The Cabrillo College Supervisory Academy is a 12-week program that helps you develop your skills and become a better supervisor. Choose which modules are best for you, or attend all 12!

Throughout this 12-week program, you will learn and practice the skills that will make your job easier and your team more efficient. Come to know yourself better as a supervisor and make effective choices about your leadership development. Learn to build trust with your team, improve communication with all levels of your organization, make better decisions, lead effective meetings, and motivate your employees toward better performance.

Mon., Sept. 28 – Dec. 21  OR  Tues., Sept. 29 – Dec. 15
6:00 – 9:00 pm  OR  9:00 am – 12 Noon
Classes are held on the Aptos Campus in the 1500 Bldg., 2nd Floor, Room 1522
Take ALL TWELVE MODULES for just $595 or $58 per module

<table>
<thead>
<tr>
<th>COURSE MODULES</th>
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<tbody>
<tr>
<td><strong>Being a Great Supervisor</strong></td>
</tr>
<tr>
<td>Mon., Sept. 28  OR  Tue., Sept. 29</td>
</tr>
<tr>
<td>6 – 9 pm  OR  9 am – 12 Noon</td>
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<tr>
<td>Being a supervisor is a lot of responsibility, and it involves the fundamental ability to get things done through others. As a leader in your organization, you help set the tone, and you have the potential of making a very positive impact. In this introductory course you will:</td>
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<tr>
<td>• Understand the roles and responsibilities of effective supervisors</td>
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<td>• Assess your own supervisory skills and strengths</td>
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<tr>
<td>• Set goals for your supervisory development</td>
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| **Diagnosing Your Team’s Effectiveness** |
| Mon., Oct. 12  OR  Tue., Oct. 13 |
| 6 – 9 pm  OR  9 am – 12 Noon |
| Leading a team has its challenges but it’s an inescapable reality of today’s organizations. When we understand the principles of teamwork, we can harness the power of interdependence and individuality to create a powerful work team that achieves the right results. Come to this class to: |
| • Make the leap from team member to team leader |
| • Understand the stages of team development and how to navigate through each |
| • Assess your team’s effectiveness by applying the five elements of successful teams |

| **Leading with Purpose** |
| Mon., Oct. 5  OR  Tue., Oct. 6 |
| 6 – 9 pm  OR  9 am – 12 Noon |
| Some of our greatest frustrations as supervisors come from managing employees with distinctly different work styles than our own. When unexplored, these work style differences can grate on our nerves and become the source of conflict. When we understand and build appreciation for our differences, however, the team can be so much stronger! Come to this class to: |
| • Learn more about 4 styles that show up at work |
| • Assess your own style, along with potential blind spots and weaknesses. |
| • Develop a plan to work better together with your co-workers and direct reports. |

| **Creating a Climate of Trust** |
| Mon., Oct. 19  OR  Tue., Oct. 20 |
| 6 – 9 pm  OR  9 am – 12 Noon |
| As a supervisor, your ability to create and sustain a climate of trust is critical to your team’s satisfaction and success. But how can you demonstrate that you’re worthy of your direct reports’ trust, and, perhaps more importantly, how do you transform a climate that is currently NOT high in trust, into the opposite? Come to this class to: |
| • Explore the high cost of low-trust work groups |
| • Define trust, and identify the specific behaviors that support it |
| • Assess your part in creating a trusting work place |
Setting Clear Goals and Performance Expectations
Mon., Oct. 26 OR Tue., Oct. 27
6 – 9 pm 9 am – 12 Noon
Tackling employee performance issues is an expected part of the supervisory role. Many performance issues stem from poorly defined goals and lack of purposeful feedback. Effective performance management starts with clear expectations and is reinforced through coaching and support! Come to this course to:
• Understand and practice the critical process of setting clear performance expectations.
• Discern between performance management and performance evaluation.

Coaching for Results
Mon., Nov. 2 OR Tue., Nov. 3
6 – 9 pm 9 am – 12 Noon
Coaching, a crucial leadership skill for successful supervisors, combines building relationships, providing support and monitoring progress. Coaching allows you to address performance issues before they escalate, and it empowers your employees to develop the skills they need to succeed. In this class you will:
• Identify the impact effective coaching has on you, the employee and the climate at work
• Learn and practice the precursors to coaching: being curious and asking good questions
• Develop a detailed plan to coach a specific person

Delegating for Development
Mon., Nov. 16 OR Tue., Nov. 10
6 – 9 pm 9 am – 12 Noon
One of the primary responsibilities of a supervisor is to delegate effectively. In this class, you will:
• Learn how effective delegation entails much more than merely pushing a task off
• Practice effective delegation
• Strategize to ensure tasks are completed appropriately, and that employees are learning the skills needed to succeed

Solving Problems and Making Decisions
Mon., Nov. 23 OR Tue., Nov. 17
6 – 9 pm 9 am – 12 Noon
In the past few decades, psychologists and business people alike have discovered that successful problem solvers tend to use a similar type of process to identify and implement the solutions to their problems. In this workshop, you will:
• Ask key questions that aid in problem identification
• Practice conversations that assertively announce decisions to the team and generate commitment

Motivating Others
Mon., Nov. 30 OR Tue., Nov. 24
6 – 9 pm 9 am – 12 Noon
Understanding what motivates people and how to motivate others is a key skill in our ability to effectively lead. Many of us resort unconsciously to the old carrot-and-stick methods with very limited success. Come to this course to:
• Understand your role in creating the motivational climate at work
• Practice key motivational techniques
• Build a plan for motivating employees

Leading Meetings that Matter
Mon., Dec. 7 OR Tue., Dec. 1
6 – 9 pm 9 am – 12 Noon
Unfortunately, many of the meetings we organize and attend prove to be a waste of time, energy and money! This class ensures that the meetings you lead will be purposeful and productive. In this class you will:
• Design a meeting process that gets results using the RPR method.
• Set effective “rules of engagement” that bring out the best in your meeting participants
• Capture action items effectively

Presenting with Confidence
Mon., Dec. 14 OR Tue., Dec. 8
6 – 9 pm 9 am – 12 Noon
For most of us, speaking in public creates mild but manageable anxiety. Having something to say and being able to say it well empowers all involved! In this course you will:
• Learn 5 ways to quickly organize your thoughts when you are asked to present
• Discern between 3 common speaking purposes and know how each influences your content
• Play with delivery skills that will help your audience get the most from your message

Quality Interviews and Selecting the Best Candidates
Mon., Dec. 21 OR Tue., Dec. 15
6 – 9 pm 9 am – 12 Noon
Have you ever looked around the office and wondered how certain people were chosen for the position they hold? If so, you know that hiring the wrong person can impact the business results and office morale. The problem is that traditional interviewing methods do not tell us what we need to know about potential job candidates. In this workshop you will:
• Discuss common obstacles to effective employee recruitment & development
• Learn the basics of behavioral interviewing
• Practice writing and asking interview questions
• Evaluate your open positions through the lens of core competencies
The Leadership Academy is designed to help you express your inner leader in a positively powerful way!

According to Kouzes and Posner, authors of "The Leadership Challenge", Leadership is… "the art of mobilizing others to WANT to struggle for shared aspirations."

We take this to heart as we design our leadership training courses to support you in becoming a truly inspirational leader who models the way and who has the skills and tools needed to build and sustain long-term credibility.

Come to Cabrillo Extension’s NEW Leadership Academy and transform into the leader you want to be!

**Mon., October 5 – November 2  1:00 – 4:30 pm**  
**Take ALL FIVE MODULES for just $295 or $68 per module**  
**Classes are held in the 1500 Bldg., 2nd Floor, Room 1522**

### COURSE MODULES

#### 5 Practices of Exemplary Leaders  
**Mon., Oct. 5  1:00 – 4:30 pm**

What makes a great leader? Your answers are very likely to overlap with the answers discovered by Kouzes and Posner in the 25+ years of research they have conducted that has become, “The Leadership Challenge.” Topics include:

- “Personal best” leadership experience.
- Compare your experience with the 5 Practices of Exemplary Leaders.
- The importance of the 5 Practices to you, your organization, and success.
- The importance of credibility as a leader.

#### Driving Change and Innovation  
**Mon., Oct. 26  1:00 – 4:30 pm**

The best leaders not only seek continuous improvement, they create a learning climate in which everyone plays an active role in improvement efforts. Topics include:

- The critical connection between improvement and organizational climate.
- Reflect on past failures and articulate the lessons within.
- Identify opportunities for improvement.
- Work collaboratively to develop an improvement plan.

#### Developing as a Leader  
**Mon., Oct. 12  1:00 – 4:30 pm**

To be a great leader is a very personal journey. It starts with a rich understanding of the role of a leader, and continues as you clarify your personal values. Topics include:

- The stages of leadership development.
- The basis of leadership credibility.
- Personal values vs. work values.
- Make a plan to enhance your values in action.

#### Inspiring and Influencing Others  
**Mon., Oct. 19  1:00 – 4:30 pm**

Your ability to inspire and influence others is due in part to understanding the needs, values and motivations of others. You will:

- Inspire a shared vision.
- Bring your vision to life.
- Practice drafting and delivering a shared vision.
- Receive feedback and refine your message.

### Claire Laughlin:

*is a consultant and trainer for Cabrillo’s Corporate Training department. This and other classes that Claire teaches are designed to leverage the power of the intersection between creativity, group dynamics, collaborative process, and easy-to-use tools.*
The Leadership Challenge® Workshop is a unique, intensive and highly interactive experience that has served as a catalyst for profound leadership transformation in organizations of all sizes and in all industries. Immensely practical and hands-on, The Leadership Challenge® Workshop is designed to inspire, engage, and help you as a leader to develop the skills you need to meet whatever leadership challenges lay ahead.

The core curriculum is structured around seven components, including five independent modules that focus specifically on each of The Five Practices of Exemplary Leadership®. Each module describes the practice, reviews the Leadership Practices Inventory (LPI) items related to that practice, and ends with techniques that asks participants to reflect on how to apply what they’ve learned to a current leadership challenge of their own. With a plan of action in-hand for taking the key learnings from the workshop back to the workplace, you will be prepared to implement your new leadership practices back on the job immediately.

What’s included:

- Two days of intensive training designed to help you put your LPI (Leadership Practices Inventory) feedback to use immediately in your development as a leader.
- All program materials
- The Leadership Practices Inventory Online 360 Assessment: includes LPI Self and up to 20 LPI Observers (direct reports, manager, co-workers, etc.). Participants receive confidential feedback.
- A personal coaching session after the 2-day training, provided by Claire Laughlin, designed to help you make progress on your personal action plan and get more out of your LPI results.
- Light continental breakfast each morning, lunch, and afternoon snacks.
- Camaraderie and connection with other local leaders.
- A truly memorable experience, with lessons that stick.

“2-Day Workshop
Thurs. & Fri., March 31 & April 1, 2016
Cost: $799
Register by February 29th for an early bird discount of just $749.

Visit our website at http://cabrillo.edu/services/extension/leadershipchallenge.html to learn more about the LPI and what it measures, and a link to a 5-minute video that describes the program.
We can all use a little boost now and then! If your career feels stalled or you experience frustrations at work, you may need a “tune up!” This Personal Development Training Series is designed to help you address many of the issues and behaviors that can slow you down in your career or contribute to feelings of dissatisfaction at work. It can also provide a boost for an already thriving career! The 8 sessions that are part of this series are designed as stand alone courses. Take one, take all, or mix and match the titles that are best for you from this series and our Supervisor and Leadership Training Academies.

Tuesdays, September 15 – November 3
1:30–4:30 pm

Classes are held on the Aptos Campus. See individual rooms below.

Take ALL EIGHT MODULES for just $395 or $54 per module

**Powerful Communication: Being Clear, Concise and Kind**

**Tue., Sept. 15**
**1:30 – 4:30 pm**
**Room: 1522**

Today's workplace demands “fluency” in business communication. We must continually adapt our communication to the needs of various audiences including senior leaders, internal and external customers, co-workers and direct reports. No matter who the audience, we must always pay attention to the quality of our communication so that we are purposeful, clear, concise and kind.

In this course you will…

- Understand common barriers to communication.
- Understand and apply 3 primary purposes of communication to enhance clarity.
- Learn a simple method for ensuring that we are striking the right balance between clarity and kindness.

**Managing and Resolving Conflict**

**Tue., Sept 22**
**1:30 – 4:30 pm**
**Room: 1522**

Conflict is a part of life. How confident and competent we are at resolving conflict can have a profound impact on our success at work and in life. In this course you will…

- Understand what conflict is and why your ability to engage in effective conflict is so vital to your success.
- Learn about 5 common approaches to conflict and the pros and cons of each.
- Apply a simple process for resolving the most ingrained conflicts.

**The Art of Assertiveness, Tact and Diplomacy**

**Tue., Sept. 29**
**1:30 – 4:30 pm**
**Room: 1522**

Assertiveness plays an important role in our everyday lives. Being assertive allows us to reach our goals. It also influences our relationships with others. Combined with the ability to be tactful and diplomatic, it can accelerate your career! Come to this class to…

- Understand the connection between assertiveness and self-confidence
- Engage in a series of exercises that will help you feel and sound more assertive
- Practice communicating in a variety of situations.

**Dianthe Harris** specializes in communication strategies and execution, including messaging and content creation, project management, partner and strategic alliance relationship management, and team building for cultural and behavior change.
Managing Stress
Tue., Oct. 6
1:30 – 4:30 pm
Room: 1522

It's now common knowledge that stress is a serious and dangerous health risk factor and can be linked to many of our most serious health challenges. But did you know that stress is also the cause of billions of dollars in lost productivity and revenue in our workplaces? When we can reduce our stress, work, relationships and everything in life can become more enjoyable.

In this course you will...

• Define “good” and “bad” stress and understand the causes of each.
• Identify what causes stress for you and practice managing your reactions
• Learn and apply the Triple A approach to managing and reducing stress

Building Rapport & Emotional Intelligence
Tue., Oct. 13
1:30 – 4:30 pm
Room: 1522

The relationships we build at work are critical to our success. Ensuring that we find and cultivate a professional network will help us to identify mentors, seek and receive feedback that helps us grow, and stay informed about opportunities for growth. Yet many of us take our business relationships for granted. Come to this class to...

• Understand the role of building rapport in successful relationships.
• Identify 3 kinds of relationships that you should actively cultivate at work.
• Learn and practice important ways to ask for help and/or feedback

Managing Time and Priorities
Tue., Oct. 20
1:30 – 4:30 pm
Room: 1522

Today’s work world moves quickly. We are expected to be “on” 24/7, and there is always more to do than there is time to do it. Without effective time management strategies, you are likely to end the day feeling overwhelmed and unfulfilled. Instead, take control of your time and priorities! Come to this class to...

• Identify your top priorities using a values-based approach
• Assess how you spend your time at work using the urgent/ important matrix
• Understand common barriers to effective time management and make a plan to overcome your barriers

Working on a Team
Tue., Oct. 27
1:30 – 4:30 pm
Room: 1522

Working with a team can be a challenge but in today’s workforce it is a given. When we understand some basic principles of team development and teamwork, we can transform our working relationships by harnessing the power of our differences and creating a powerful work team. Come to this class to...

• Learn about 3 types of teams and the challenges and opportunities of each
• Understand different stages of team development and how to be an effective team
• Practice critical communication skills that support collaboration and problem-solving

Navigating Personal Change
Tue., Nov. 3
1:30 – 4:30 pm
Room: 1522

Life is constantly changing and change can lead to feelings of overwhelm. To be effective at work, you must develop appropriate and healthy responses to change. What changes are you facing at work? What changes do you want to proactively make in your life? How do you react under stress? How do your habits keep you feeling stuck and resisting the changes you need to make? In this workshop, you will...

• Understand the impact of change on your mind, body and emotions
• Become aware of the stages of change, what to expect in each stage and how to manage your personal stress reactions
• Make a plan for self-care and self-empowerment in the face of change
Business Writing Essentials

In today’s world, we communicate constantly: e-mail, text, Facebook, tweets - the list goes on. But in this busy world, the quality of our communication makes a difference. For better or worse, people make judgments about our competence and credibility based on our written and oral communication. Come to this class to...

- Learn techniques to quickly organize your thoughts and translate them into writing
- Learn and practice essential skills for effective e-mail communication
- Review common e-mail mistakes and ways to ensure that you don’t make them!
- Learn common grammatical and word choice errors and receive a cheat sheet to improve your writing

Fri., Oct. 2 OR Fri., Oct. 23
9 am – 12 noon
Room: 1604
Register by Sept. 14: $52
Register after Sept. 14: $58

Dianthe Harris specializes in communication strategies and execution, including messaging and content creation, project management, partner and strategic alliance relationship management, and team building for cultural and behavior change.

Power-Packed Writing: E-Mail, Reports and Marketing Materials

In this class, you will focus your writing efforts and make noticeable improvements in the quality of your e-mail, reports and marketing materials. Attendees will take away a template for a standard business report and a checklist to review before you send any marketing materials to press. Please bring samples of your writing to class, and we’ll use those as a starting point to learn and practice...

- Writing with purpose
- Reducing wordiness
- Powerful sentence and paragraph construction
- Identifying common grammatical errors
- Key tips for making your reports stand out.

Fri., October 9
9 am – 12 noon
Room: 1604
Register by Sept. 14: $52
Register after Sept. 14: $58

“Excellent content clearly presented. Relevant to my job”
—Student Business and Career class

Dianthe Harris was very engaging and facilitated responses in a natural way”
Writing Essentials
Master the essentials of writing, and become the stellar wordsmith you always wanted to be! In this course, you’ll develop the skills you need to excel at business communications, express yourself clearly online, and take your creative literary talents to a new level.

Whether you’re hoping to get a better job, write for a blog, or publish your short story, this course will give you the writing tools you need for success. It’s also a perfect choice for students who speak English as a second language.

With the knowledge and hands-on practice you gain from this course, you’ll be able to express yourself clearly and persuasively in writing—both in your personal life and in the business world.

Writing Effective Grant Proposals
Preparing successful grant proposals to receive funding from corporations or foundations requires careful research, meticulous preparation, and graceful writing. Grant administrators tell us that many grant requestors have no real understanding of the proposal writing process and as a result, their worthy causes lose out.

If you learn how to avoid the errors that lead to the rejection of your proposal, you will be better prepared to help the causes you most admire. This course will walk you through all of the essential steps—including an important discussion of what you must do when the grant arrives!

Learn how to put everything together so you can assemble, write, and submit complete grant proposals to foundations, corporations, and wealthy individuals for any number of your important projects.

Fundamentals of Technical Writing
Do you have a knack for explaining complex subjects in a way that makes them easy to understand? If so, you should consider entering the well-paying field of technical writing. Learn how to translate complex information into easily understood language, and how to become a wizard at marrying the art of publishing with the science of technology. You’ll learn the secrets of successful technical writers, desktop publishing and formatting techniques, key tips for developing graphics and templates, and documentation management. You’ll also learn how to get your first job as a technical writer, plus tricks of the trade that enable you to create high-quality documentation with less work.

Grammar Refresher
Whatever your goals, a grasp of English grammar is important if you want to improve your speaking and writing skills. This course will help you gain confidence in your ability to produce clean, grammatically correct work. You’ll explore the basics of English grammar—like sentence structure and punctuation—as well as more sophisticated concepts—like logic and clarity. A patient instructor, memorable lessons, vivid examples, and interactive exercises will give you ample opportunity to put what you learn into practice. Reacquaint yourself with old, forgotten rules, meet some new ones, and discover your own grammatical strengths.

These online classes start once each month for ease and convenience. Classes this term begin September 16, October 14, November 11, & December 9.

For more information, or to register: Visit us at: www.ed2go.com/cabrillo
Creating a Climate of Trust
As a supervisor, your ability to create and sustain a climate of trust is critical to your team’s satisfaction and success. But how can you demonstrate that you’re worthy of your direct reports’ trust, and, perhaps more importantly, how do you transform a climate that is currently not high in trust, into the opposite? Come to this class to…
- Explore the high cost of low-trust work groups
- Define trust and identify specific behaviors
- Assess your part in creating a trusting workplace

Mon., Oct. 19 OR Tue., Oct. 20
6 – 9 pm 9 am – 12 pm
Room: 1522
Fee: $58

Setting Clear Goals and Performance Expectations
Tackling employee performance issues is an expected part of the supervisory role. Simply telling or employees what to do and how to do it often isn’t enough! Effective performance management starts with clear expectations, and is NOT deferred to an annual performance appraisal! Come to this course to...
- Discern between performance management and performance evaluation.
- Understand and practice the critical process of setting clear performance expectations.

Mon., Oct. 26 OR Tues., Oct. 27
6 – 9 pm 9 am – 12 Noon
Room: 1522
Fee: $58

Motivating Others
“I just wish I knew how to motivate my employees!” This familiar refrain speaks to the nebulous nature of motivation and why it frustrates us as supervisors. Understanding what motivates people and how to motivate others is a key skill in our ability to effectively lead. Many of us resort unconsciously to the old carrot-and-stick methods with very limited success. Come to this course to...
- Understand your role in creating the motivational climate at work
- Review key motivational theories that explain the science behind what we do and don’t do
- Practice key motivational techniques such as the 4-D cycle, goal setting and measurement, coaching and recognition.
- Build a plan for motivating employees

Tue., Nov. 24 OR Mon., Nov. 30
9 am – 12 pm 6 – 9 pm
Room: 1522
Fee: $58

Getting to the ROOT of the Problem
In this fast paced and competitive environment, getting to the root of the problem quickly, accurately, and decisively is critical to survival and success! Finding the root cause of a problem is the key to making sure the right steps will be taken to resolve it once and for all.
Learn how to find creative solutions and how to make faster, high quality decisions.

Topics will include how to:
- Identify problems and their root causes
- Apply basic problem-solving tools
- Avoid common errors
- Develop and evaluate solutions
- Communicate effectively about problems

Tue., Oct. 27
9 – 11 am
Room: SAC 202
Register by Sept. 14: $32
Register after Sept. 14: $38

Building a Positive Workplace: Employee Recognition that Works
We all know that recognizing others is an important part of leadership, and yet we often get fooled into thinking that recognition efforts must be formal and consistent across an organization. In this creative half-day class you will...
- Examine the pros and cons of formal and informal recognition plans.
- Learn more about the key elements of a great place to work and discuss ways to implement those elements in your own workplace.

Mon., November 2
1:00 - 4:30 pm
Room: 1522
Fee: $68
Conducting Quality Interviews and Selecting the Best Candidates
Have you ever looked around the office and wondered how certain people were chosen for the position they hold? If so, you know that hiring the wrong person can impact the business results and office morale. The problem is that traditional interviewing methods do not tell us what we need to know about potential job candidates. Dynamic behavioral interview techniques can help us find the right people for the right jobs. In this course you will...
- Discuss common obstacles to effective employee recruitment & development
- Learn the basics of behavioral interviewing
- Practice writing and asking behavioral interview questions

Tue., Dec. 15 OR Mon., Dec. 21
9 am – 12 pm OR 6 – 9 pm
Room: 1522
Fee: $58

Supplement the courses above with these additional online courses:

Understanding the Human Resources Function
No matter what role we play in an organization, human resources affect us all. This course is designed to help people 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. In particular, attention is given to the hiring process, including ways to locate quality employees in a competitive labor market.

Employment Law Fundamentals
Learn the basics of employment law so you can legally hire, evaluate and manage employees as a manager, supervisor, small business owner, human resource specialist, or corporate executive. Learn the difference between an employee and independent contractor; the basic types of employee benefits; effective hiring, evaluation, and termination procedures; methods to resolve employment disputes in and out of court; discrimination and union laws; and workplace safety rules.

Achieving Success with Difficult People
Do you know people whose behavior makes completing even the simplest tasks difficult? Would you like to learn how to have more successful relationships with difficult bosses, co-workers, students, neighbors or family members? Join this class and get helpful information for understanding yourself, solving people problems, and improving your relationships and personal and professional productivity.

These online classes start once each month for ease and convenience. Classes this term begin September 16, October 14, November 11, & December 9.

For more information, or to register: Visit us at: www.ed2go.com/cabrillo

Presenting with Confidence
For most of us, speaking in public creates mild but manageable anxiety. Having something to say and being able to say it well empowers all involved! In this course you will...
- Learn 5 ways to quickly organize your thoughts when you are asked to present
- Discern between 3 common speaking purposes and know how each influences your content
- Review important tips and tricks
- Play with delivery skills that will help your audience get the most from your message

Tue., Dec. 8 OR Mon., Dec. 14
9 am – 12 pm OR 6 – 9 pm
Room: 1522
Fee: $58

Leading Meetings that Matter
Unfortunately, many of the meetings we organize and attend prove to be a waste of time, energy and money! This class ensures that the meetings you lead will be purposeful and productive. In this class you will...
- Design a meeting process that gets results using the RPR method.
- Set effective “rules of engagement” that bring out the best in your meeting participants
- Capture action items effectively

Tue., Dec. 1 OR Mon., Dec. 7
9 am – 12 pm OR 6 – 9 pm
Room: 1522
Fee: $58
MONEY AND INVESTMENT

Introduction to Smart Investments
Whatever your dreams for happiness, financial freedom makes them even more attainable. This introductory investment class will give you the tools to help you define your goals with a realistic and definite timeline. You will also learn of many financial investments available to you such as:

- Stocks - Primary and Secondary Markets, Dividends and Growth
- Bonds - Municipal, Corporate and Government
- Mutual funds
- Tax Advantaged Investment

4 Tue., Sept. 15 – Oct. 6
7 - 9 pm
Room: Hort 5010
Register by Sept. 14: $64
Register after Sept. 14: $75
Galaham Zuanich – see bio

Planning for Health Care in Retirement
One of the most valuable things you can take into retirement is the confidence of knowing that your health care is covered. This class will give you insight into healthcare costs. We will look into Medicare and learn what it covers and what it costs.

Tue., Dec. 8
7 - 9 pm
Room: Hort 5010
Register by Sept. 14: $18
Register after Sept. 14: $25
Galaham Zuanich is an associate vice president with a major investment firm and has been a financial advisor for nine years. He has a BS in Commerce Finance.

Where Does All My Money Go?
Ever get frustrated that you never seem to get ahead? Are you and your family constantly arguing about money? Do you ever wonder where your money went last month? Do you have trouble saving money? Do you wish you had financial security? Want to work on paying down your debt but don’t know where to find the money?

This course will teach you the very basics of how to get control of your finances rather than letting them control you. It is the help you need before learning about investing, debt elimination, retirement or college planning. There aren’t many places that you can go to learn these principles, so take advantage of this opportunity to learn online.

This class is taught online. For more information or to register, please see page 42.

Retirement Planning: A Common Sense Approach
The objective of this course is to educate the community on the issues surrounding retirement. We will cover retirement concerns that include: having enough money to retire, knowing how much you need to retire, and retiring on time.

We will also explore the risks you face in retirement and discuss strategies to avoid these risks.

4 Tues., Oct. 20 – Nov. 10
7 - 9 pm
Room: Hort 5010
Register by Sept. 14: $64
Register after Sept. 14: $75
Galaham Zuanich – see bio

Retirement Planning: Receive the Most from Your Social Security
Did you know that you have options in receiving Social Security? Some options may result in you receiving more money from Social Security retirement benefits. In this course we will explore the options that you have in deciding when and how to begin taking Social Security benefits. By the end of this class you will be able to determine what is the best course of action for you and your family.

Tue., Nov. 24
7 - 9 pm
Room: Hort 5010
Register by Sept. 14: $18
Register after Sept. 14: $25
Galaham Zuanich – see bio

Keys to Successful Money Management
If you’re interested in discovering how most wealthy people amassed their fortunes, this is the course for you. Contrary to popular opinion, most of us don’t achieve true wealth through luck or an accident of fate. Just about anybody can build wealth. All it takes is organization, discipline, and a firm knowledge of how to proceed. If you’re serious about accumulating a sizable nest egg and living the life of your dreams, this course will supply you with the knowledge and skills you’ll need to succeed.

This class is taught online. For more information or to register, please see page 42.
Money and Investment

Motorcycle Safety Training

Our award-winning “Motorcycle Safety” class is the only CMSP-approved class in Santa Cruz County. This course fills the DMV requirement for under 21 riders. Riders over 21 also benefit from taking this course. Class size is extremely limited, and classes fill early. Please register online at www.cabrillo-extension.org or call 479-6331 for cost and next available classes.

Our program received CMSP (California Motorcycle Safety Program) Awards in 2008-2009 for Excellence of our Rider Coaches and in Range Safety.

Doug Green is the site manager.

College: How to Get In and Pay the Bill

Are you concerned or confused about your child’s path to college? If you are a parent with a middle or high school student, this class will show you how to help your student prepare for college while in high school, search for colleges that fit, understand what admission committees are looking for, write that dreaded essay and create an excellent resume. Paying for college is the one of the largest expenditures most parents will face in their lifetimes. In this class we will discuss strategies that can help you plan for and reduce college costs.

High school students are encouraged to attend Session 1 with their parent(s) at no extra cost.

2 Tue., Sept. 22 & 29
6:45 – 8:45 pm
Room: 432
Register by Sept. 14: $54
Register after Sept. 14: $62

Stephen Shapiro, CPA, CFP, has advised individuals on financial matters for over 20 years and has led financial workshops since 1989.

Maureen Casey, MA is a credentialed California instructor and Administrator and a principal at Casey Educational Consulting. She is a college counselor at Bellarmine Preparatory and Educational consultant specializing in middle school through college age students and families offering college preparatory academics and guidance.

“\textit{I learned a ton! I’m Excited to put my investment skills to work}”

— Intro to Smart Investments student

Foreclosures: Less Risk/ More Rewards

Many people want to buy residential properties in foreclosure at substantial discounts but don’t know how to uncover title or debt to establish equity. Warren has taught hundreds of people over 20 years how to make such purchases with minimal risk and cash. His three hour seminar illustrates the four-part foreclosure process with handouts and emphasizes how to buy the best discounted properties at trustees’ sales. This seminar has proven to be a rewarding investment of your time and money.

Sat., Oct. 17
10 am – 1 pm
Room: 435
Register by Sept. 14: $48
Register after Sept. 14: $54

Warren Racine has been a licensed Real Estate agent/broker for over 40 years.

To register call 479-6331 or visit us online at www.cabrillo-extension.org
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If you can’t take the time to go to school, our online classes are there to help you study and learn at home. The instructor-facilitated online courses are informative and highly interactive, and our instructors are famous for their ability to create warm and supportive communities of learners. These not-for-credit classes are available to anyone with a computer, internet access and e-mail.

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How to Get Started:
Visit our Online Instruction Center: www.ed2go.com/cabrillo Select your class and follow the prompts.

Start Dates: A new section of each class begins on the following dates: August 12, September 16, October 14, November 11 & December 9.

NEW CLASSES ARE MARKED WITH AN *

Requirements:
All courses require Internet access and e-mail. Some courses may have additional requirements. Please visit our Online Instruction Center for more information.

Over 400 courses are available on our redesigned web site to make it easier for students to find and enroll in the title(s) they are looking for. Here is just a sample:

- The Internet ($95)
  - Navigating the Internet
  - Web 2.0 Blogs, Wikis & Podcasts
  - Introduction to Creating Word Press Web Sites

- Web Page Design ($95)
  - Designing Effective Websites
  - Introduction to Dreamweaver CS5
  - Introduction to CSS and XHTML
  - Achieving Top Search Engine Positions
  - Advanced Web Pages

- Web Graphics and Multimedia ($95)
  - *Intro & Intermediate Flash CS5
  - Intro & Intermediate Photoshop CS5
  - Adobe Acrobat 9

- Web and Computer Programming ($95)
  - Visual Basics 2008
  - Introduction to PHP & MySQL
  - Introduction to Java Programming
  - Introduction to Ajax Programming
  - Introduction to Python 3 Programming

- Basic Computer Literacy ($95)
  - Intro & Int. Windows Vista
  - Computer Skills for the Workplace
  - Introduction to Windows 7

- Computer Applications ($95)
  - *What’s New in Microsoft Office 2010
  - Microsoft Excel 2010
  - Word, Excel, Access, Publisher & Outlook 2010
  - Introduction to CorelDRAW X5

- Graphic and Multimedia Design ($95)
  - Introduction to Illustrator CS5
  - Intro & Intermediate InDesign, Photoshop, Flash CS5

- PC Troubleshooting, Networking, & Security ($95)
  - Wireless Networking
  - Advanced PC Security

- Database Management & Programming ($95)
  - Introduction to Database Development
  - Introduction to MS Access 2010
  - Introduction to SQL
  - Introduction to Programming

- Computer Certification Prep ($149)
  - CompTIA Security+ Certification Prep
  - Advanced A+ Certification Prep
  - Intermediate A+ Certification: Operating Systems

- Digital Photography & Digital Video ($95)
  - *Photoshop Elements 10 for the Digital Photographer
  - Making Movies with Windows Vista
  - Introduction to Digital Scrapbooking
Languages ($95)
Speed Spanish I, II, III
Spanish for Medical Professionals
Instant Italian
Conversational French
Conversational Japanese
Easy English
Grammar for ESL
Spanish for Law Enforcement

Writing & Publishing ($95)
Beginning Writer's Workshop
Write & Publish Your Nonfiction Book
Writerific: Creativity Training for Writers
Effective Business Writing
Writing Young Adult Fiction
Keys to Effective Editing

Entertainment Industry Careers ($95)
Your Screenwriting Career
Breaking into Sitcom Writing
Get Paid to Travel

Grant Writing & Nonprofit Management ($95)
A to Z Grant Writing
Writing Effective Grant Proposals
Introduction to Nonprofit Management
Marketing Your Nonprofit
Nonprofit Fundraising Essentials

Start Your Own Business ($95)
Marketing your Business on the Internet
Start & Operate Your Own Home Business
Introduction to Interior Design
Start Your Own Arts and Crafts Business
Writing and Selling Self-Help Books Small Business Marketing on a Shoestring

Sales & Marketing ($95)
Principles of Sales Management
Marketing Your Business on the Internet
Managing Customer Service

Accounting ($95)
Accounting Fundamentals I & II
MS Accounting Professional 2008
Introduction to Crystal Reports
Intro to Peachtree Accounting 2012
Introduction to QuickBooks 2012

Business Administration ($95)
Distribution and Logistics Management
High Speed Project Management
Going Green at the Workplace

Test Prep ($95)
GED, GRE & GMAT Preparation
LSAT Preparation: Part I & Part II
SAT/ACT Preparation: Part I & Part II

Personal Development ($95)
12 Steps to a Successful Job Search
Resume Writing Workshop
Keys to Effective Communication
Protect Your Money, Credit, and Identity

Personal Finance & Wealth Building ($95)
Keys to Successful Money Management
Real Estate Investing I & II
Debt Elimination Techniques That Work
Introduction to Stock Option
The Analysis and Valuation of Stocks

Health Care, Nutrition, & Fitness ($95)
Medical Coding & Transcription
Handling Medical Emergencies
Become a Physical Therapy Aide
Become an Optical Assistant
Explore a Career as an Administrative Medical Assistant
Start Your Own Edible Garden
Going Green at Home

Personal Enrichment ($95)
Merrill Ream Speed Reading
Genealogy Basics
Mastering Public Speaking

Art, History, Psychology, & Literature ($95)
Enjoying European Art Online
Drawing for the Absolute Beginner

Children, Parents and Family ($95)
Homeschool With Success
Mastering Digital Photography: Photographing People
Ready, Set, Read!
Response to Intervention: Reading Strategies That Work
Singapore Math Strategies
Teaching Students With Learning Disabilities: Understanding Adolescents
ReadyMATH

Law & Legal Careers ($95 - $160)
Introduction to Criminal Law
Employment Law Fundamentals
Business Law for Small Business Owners

Health Care - Continuing Education ($95 - $210)
Certificate in Spirituality, Health, and Healing
Certificate in Complementary and Alternative Medicine
Medical Math
HIPAA Compliance
Certificate in Holistic and Integrative Health
Certificate in Integrative Mental Health
Spanish for Medical Professionals Certificate in Gerontology
Food for Life is an award-winning Physicians Committee for Responsible Medicine (PCRM) program designed by physicians, nurses, and registered dietitians that offers cancer, diabetes, weight management, employee wellness, kids classes, etc., which focus on the lifesaving effects of healthful eating. Each class includes nutrition science-based information about how certain foods and nutrients work to promote health, along with cooking demonstrations of delicious, simple and nutritious recipes that can be recreated easily at home.

**Advanced Kickstart for Serious Weight Loss - Healthy Strategies**

This class will help students understand how a plant-based diet may help them reach their health goals. This class is about losing weight, maintaining a healthy weight, or simply embracing an overall healthful diet. We will present the idea of not restricting amounts of foods, but rather choosing the right foods has been the guiding principle for losing weight and staying healthy. This class offers a chance to discover which foods are optimal for weight management, learn about various health topics, and get practical cooking skills that lead to better health. Attendees enjoy a cooking demonstration and taste delicious, healthy dishes in a supportive group setting.

Note: Class meetings are 3-weeks apart to allow students time to experiment with meal preparation and diet and evaluate weight loss in the time between both classes.

- 2 Thu., Sept. 17 & Oct. 8
- 6 – 8 pm
- New Leaf Market, Culinary Classroom
- 1101 Fair Ave., Santa Cruz
- Register by Sept. 14: $60
- Register after Sept. 14: $70
- Materials fee of $6 payable to instructor in class.

**The Human Microbiome & Fermented Veggies - The Power of Food for Digestive Health**

In this class students will learn how the microbiome influences our moods (brain fog, depression) and energy levels, creates exceptional immune support, assists with weight loss, and can help prevent common digestive troubles. Students will discover how to deliciously strengthen this symbiotic and vital relationship between one's body and one's 'bugs.' There will be a live sauerkraut/fermented food demonstration and sampling, not to miss!

- Thu., Sept. 24
- 6 – 8 pm
- New Leaf Market, Culinary Classroom
- 1101 Fair Ave., Santa Cruz
- Register by Sept. 14: $30
- Register after Sept. 14: $35
- Materials fee of $6 payable to instructor in class.

**The Power of Food for Cancer Prevention and Survival**

Certain dietary patterns seem to have an effect in helping cancer survivors. This class offers a unique opportunity to acquire knowledge about the link between diet and cancer, experience the benefits of plant-based nutrition, and learn the practical cooking skills needed to help you on your journey to better health.

- Thu., Oct. 1
- 6 – 8 pm
- New Leaf Market, Culinary Classroom
- 1101 Fair Ave., Santa Cruz
- Register by Sept. 14: $30
- Register after Sept. 14: $35
- Materials fee of $6 payable to instructor in class.

**Diabetes Prevention & Treatment**

Uncontrolled, diabetes can lead to complications from head to toe. Research studies have demonstrated that a plant-based nutrition approach reduces the risk of diabetes and can greatly benefit those who have been diagnosed with the disease. The goal of this class is to empower people who have diabetes and those concerned about developing diabetes, along with their friends and family members with new information and skills. This class offers a cooking demonstration, and provides samples of delicious, health-promoting dishes, along with a take-home packet of easy and affordable recipes.

- Thu., Oct. 15
- 6 – 8 pm
- New Leaf Market, Culinary Classroom
- 1101 Fair Ave., Santa Cruz
- Register by Sept. 14: $30
- Register after Sept. 14: $35
- Materials fee of $6 payable to instructor in class.

**Sandi Rechenmacher** is a nutritional consultant and veteran Food for Life instructor. She presents an introduction to the world of whole foods plant-based nutrition that allows our body to reconnect with the way it was designed by nature to heal itself and enjoy a pain-free living.
Kickstart Your Health: The Power of Plant-Based Nutrition

Come test-drive a plant-based diet and see how this approach can help you feel better and more energetic than ever! Have you ever considered experimenting with a vegan diet to lose weight, maximize your health, be kinder to the planet, or help animals? If so, then you’ll want to join us in this series of classes which offer a pragmatic and fun way to taste a variety of flavorful plant-based dishes and savor some fabulous recipes. Over the course of 6-weeks you’ll learn the latest science in plant-based nutrition and while you are trying it out, you can shed some unwanted pounds, cut your cholesterol, get your blood sugar and blood pressure in control, and boost your mood and energy.

Family nurse practitioner, Susan Lavelle, will provide practical tips for getting started and discuss key nutrients in a plant-based diet, along with sharing recipes and cooking demonstrations at every class.

If you are ready to fine-tune your health, increase your energy, conquer food cravings, and enhance your knowledge about the power of a plant-based diet, you won’t want to miss this opportunity.

A materials fee of $35 is payable to the instructor at the 1st class to cover food, handouts and other materials and supplies. Optional book will be available for purchase from the instructor for a discounted price.

6 Mon. Sept. 21 – Oct. 26
6 – 8 pm
HW1119 (Inside the Stroke Center)
Register by Sept. 14: $165
Register after Sept. 14: $178

Materials fee of $35 payable to instructor in class.

Susan Lavelle is a registered nurse practitioner at Cabrillo College’s Student Health Services. She is also a certified PCRM Food for Life Instructor and passionately promotes healthy dietary choices and lifestyle to prevent disease and achieve optimal health.

Hiking: The Path Less Traveled

Explore the greenbelts and State Parks of Santa Cruz County in this fun and challenging hiking class. You will become familiar with the Santa Cruz Hiking system, learn some natural history, flora and fauna, and at the same time get some great exercise. Participants should have at least average fitness levels and be able to hike five miles on moderately steep terrain. Each week will feature a different hike on trails not commonly known. This class is not for beginning hikers.

Students will receive upon registration information about basic dress and supplies to bring.

9:30 am – 12:30 pm
First class meets at Tennis Courts in Parking Lot K
Register by Sept. 14: $98
Register after Sept. 14: $114

Phil Kaplan has taught in the Kinesiology Department at Cabrillo for 25 years and has been teaching hiking classes for the past 15 years.

Chi Aura Integration

Chi-Aura Integration is a complementary alternative healing method using the vital life force. Chi-Aura is a set of skills used to read the health of the body and facilitate healing and balance. This method can be used by individuals for selfhealing or by the practitioner in relationship with their patients. By learning how to relax into a state of mind that is able to “read” the energy field of the body and to work hands-on with the out-of-balance conditions which lead to illness, the nurse to patient relationship can be greatly enhanced by incorporating these skills.

This 2-day workshop will teach techniques that will elicit the relaxation response and help develop the “Awakened Mind State”.

Chi-Aura Integration is relevant to nursing because it develops the nurse’s ability to improve their effectiveness in treating clients. This course is approved for 18 CEUs for Nurses, 14 CEUs for massage therapists, and 15 CEHs for acupuncturists.

A free downloadable manual will be made available to students before class.

Sat. & Sun., Nov. 14 & 15
9 am – 5:30 pm
Room 406
Register by Sept. 14: $145
Register after Sept. 14: $158

Timothy Dunphy has taught Chi-Aura Integration for over 22 years in the US and Europe, enhancing participant’s personal growth and their therapeutic relationship to others.
Cabrillo Extension and Positive Discipline Community Resources are teaming up to provide specialized parenting classes geared towards building relationships that help our young teenagers pursue successful career paths. We offer parents, teachers and caregivers the opportunity to learn through an experiential approach about the teenage world so as to better understand their thoughts, feelings and decisions. Learn how to see mistakes as opportunities for learning, focus on solutions instead of punishment, and stress encouragement instead of praise. This approach builds mutually respectful relationships that help people develop into those who do the right thing even when no one is looking. Workshops can be taken as a series or separately.

The New Territory of the Teenage Years
Feel like your child has changed overnight and no longer listens to anything you have to say? This class explains why that is by offering parents greater knowledge of this new developmental phase. By exploring what we want for our children and the importance of “connecting before correcting” parents will gain a clearer perspective on how to navigate what lies ahead. Learn about the changes occurring in the teenage brain and the importance of brain function for clear communication. This class also teaches some simple and effective tools to encourage your teen’s participation.

Sat., Oct. 10
10 am – 1 pm
Room: 1522
Register by Sept. 14: $28
Register after Sept. 14: $32
Stephanie Tam Rosas – see bio

Countdown to Launch - Prepare Them for Their Future
Learn how you can help prepare your teenager for their future as you move from the pilot’s seat into the co-pilot’s seat. This class will explore the changing role parents must play as their teenagers individuate. It also addresses how to develop your teen’s sense of intrinsic motivation so that they become active agents in preparing for their future. Understand your own triggers, the importance of self-care, and how to avoid parenting from a place of unresolved issues of your own past. Further develop communication skills, learn how to make effective agreements, and help build accountability and responsibility.

Sat., Oct. 24
10 am – 1 pm
Room: 1522
Register by Sept. 14: $28
Register after Sept. 14: $32
Stephanie Tam Rosas – see bio

Parents and Teens Together, Setting the Course!
The final class in the series invites the teenagers to attend with their parents. Having both parents and teenagers in class is an opportunity to explore ways to work in partnership on mutual goals. Together we will develop our emotional vocabulary and how to communicate effectively and respectfully. We’ll practice how to have family meetings and making agreements on issues of importance. Both parents and teenagers will learn about each other, how to communicate given each other’s personalities, and how to see change as a continuum with opportunities for the future.

Sat., Nov. 7
10 am – 1 pm
Room: 1522
Register by Sept. 14: $28
Register after Sept. 14: $32
Stephanie Tam Rosas, M.A., is a Certified Positive Discipline Parent Educator. Her current counseling work gives her great insight into the world of teens and how to best communicate with them. She is on the Board of Positive Discipline Community Resources and has worked in Santa Cruz County with at-risk youth, teen moms, foster youth, and those experiencing domestic violence.

Workshops can be taken as a series or separately. REGISTER FOR ALL 3 PARENTING WORKSHOPS BY SEPTEMBER 14th FOR JUST $75! AFTER SEPTEMBER 14th, THE TUITION IS $85.
Positive Discipline for LGBTQ Families—Lesbian, Gay, Bisexual, Transgender and Questioning

Through experiential activities and guest speakers, participants will unlearn the gender binary model and its limitations. We will learn about the experience of transgender and gender non-conforming children at different developmental stages and the challenges they, their families and their schools face today. Based on the Adlerian principles of mutual respect, belonging and significance as essential for thriving in life, we will explore how to:

- Listen and unconditionally support all children regardless of their gender identity and expression
- Respectfully challenge gender stereotypes children learn early in life
- Create caring, respectful and gender inclusive atmosphere in families, classroom and school community for all children to thrive.
- Learn and understand the changing language and definitions of sexuality and the gender spectrum
- Gain experience with Positive Discipline concepts and tools to increase communication and respect for the gender and sexuality journey
- Hear other parents who have experience supporting their child in the process of becoming who they are.

3 Thu., Oct. 15 - 29
6:30 – 9:00 pm
Room: 1606
Register by Sept. 14: $75
Register after Sept. 14: $85

Jane Weed-Pomerantz is a Certified Positive Discipline Lead Trainer, board president Positive Discipline Community Resources, former Mayor of Santa Cruz City and a Board of Supervisors Appointee to Childcare Planning Council.

Positive Discipline for Parents, Caregivers & Teachers of Special Needs Children

Every child deserves to lead a happy and fulfilling life! This class is designed for families, teachers or caregivers of children who have Autism Spectrum Disorders, Sensory Disorders, ADD, ADHD, Down Syndrome, Learning Disabilities, etc. Are you searching for a place where you can connect and share experiences with other families? Have you been struggling with:

- How to inspire and encourage more communication from your child?
- How to bring forth your child’s greatest potential while accepting their disability?
- Understanding the belief behind the behavior of your child, and learning how to respond in a respectful and dignified manner?

4 Thu., Oct. 1 - 22
9:30 am – 12:30 pm
Room: 1522
Register by Sept. 14: $85
Register after Sept. 14: $92

Julianne Boyajian is a mother of a 7-year-old boy with Special Needs and is a Certified PD Parent Educator and a Reiki Practitioner.

Elizabeth Hendren has been an Autism Consultant for the past 5 years using relationship based approaches to educate children on the spectrum.

College: How to Get In and Pay the Bill

Are you concerned or confused about your child’s path to college? If you are a parent with a middle or high school student, this class will show you how to help your student prepare for college while in high school, search for colleges that fit, understand what admission committees are looking for, write that dreaded essay and create an excellent resume. Paying for college is one of the largest expenditures most parents will face in their lifetimes. In this class we will discuss strategies that can help you plan for and reduce college costs.

High school students are encouraged to attend Session 1 with their parent(s) at no extra cost.

2 Tue., Sept. 22 & 29
6:45 – 8:45 pm
Room: 432
Register by Sept. 14: $54
Register after Sept. 14: $62

Stephen Shapiro, CPA, CFP, has advised individuals on financial matters for over 20 years and has led financial workshops since 1989.

Maureen Casey, MA, is a college counselor at Bellarmine Preparatory and Educational consultant specializing in middle school through college age students and families.
Minecraft Hacking Club (ages 10-13)

Ever wanted to create your own in-game items for Minecraft, like blocks, tools, or armor? At the Minecraft Hacking Club, you’ll be able to invent all these things and more, coding your own customized version of Minecraft! By creating a Minecraft mod (short for “modification”) you can forge your own powerful, never-before-seen tools and armor; cook up your own food creations; and even shape your own Minecraft world generation! Minecraft mods are made through Java coding, but don’t worry, you don’t need to have any coding experience to join.

Each month-long course repeats a four-session curriculum; therefore, repeat students will be revisiting familiar material.

4 Thurs., Sept. 17 - Oct. 8 OR Oct. 15 - Nov. 5 OR Nov. 12 - Dec. 10 (no class Nov. 26)
3:30 – 5 pm
Room: 1603
Register by Sept. 14: $142 each session
Register after Sept. 14: $150 each session

Minecraft Jr. Coding Club (ages 6-8)

Want your own robotic Minecraft pal? In this club, we’ll use ComputerCraftEdu, a special educational mod that adds programmable computers and robotic “turtles” that can move, mine, and build according to your instructions! ComputerCraftEdu is designed to be accessible and fun, so that you can learn the basics of computer programming right away and without even leaving the Minecraft world!

Students need no prior experience to apply and each month-long course repeats a four-session curriculum; therefore, repeat students will be revisiting familiar material.

4 Tue., Sept. 15-Oct. 6 OR Oct. 13-Nov. 3
3:30 – 5 pm
Room: 1603
Register by Sept. 14: $142 each session
Register after Sept. 14: $150 each session

Robotics Camp! (ages 9-12)

Using the highly popular LEGO Mindstorms robotics kits, students learn engineering concepts as they customize the robot’s structure, as well as coding concepts to program the robot’s behavior. Build and program these awesome robots and more, then send them on missions! Build all these cool robots:

REGISTER EARLY! This camp is limited to only 10 students each session.

4 Wed., Sept. 16-Oct. 7 OR Oct. 14-Nov. 4 OR Nov. 11–Dec. 9 (no class Nov. 25)
3:30 – 5 pm
Room: 1603
Register by Sept. 14: $142 each session
Register after Sept. 14: $150 each session

Video Game Design (ages 9-12)

MakersFactory’s popular Video Game Design Club is back, re-imagined! If your student has a passion for playing and designing video games, check out the Video Game Design Club! The club includes a self-led curriculum: students decide what to work on each week and have free creative reign over the game. Students gain valuable skills using GameMaker Studios, one of the most popular game design software suites. We will publish the student’s games to a website so that they can show their family and friends! Students will work from a “template” game that changes and updates every few months so that students can design games in a variety of genres.

REGISTER EARLY! This camp is limited to only 10 students each session.

3:30 – 5 pm
Room: 829
Register by Sept. 14: $142 each session
Register after Sept. 14: $150 each session

Instructor Team:

Joe Allington, BA in Computer Science: Game Design, specializes in two-dimensional design with Adobe Illustrator, three-dimensional design with Blender/Rhinoceros, and alternate-dimensional design with Pathfinder.

Andy Stoller, BA in Physics, works in summer camps and classroom environments focusing on high-tech, hands-on, and computer-savvy teaching and curriculum development.
Video Game Design 1.0 (ages 14-17)
This class is a unique journey to help students make the transition from being a video game consumer to a video game developer. Students will learn different skills and theories to conceptualize, develop prototypes, create, and tune a single level in one particular genre. In order to ensure that it is accessible to all levels of computer programming expertise, we will be sticking to the side scrolling genre, and helping students to focus on creating an experience at their own level of development. Familiarity with an editing tool like Tiled is recommended but not required.

**Please bring a thumb drive to class.**

5 Sat., Sept. 26 – Oct. 24
10 am-1 pm
Room: 829
Register by Sept. 14: $190
Register after Sept. 14: $200

Amir Ashkan Nourkhala is a student at UCSC pursuing a degree in Computer Science and Video Game Design and has been a gamer since early childhood.

Figure Drawing for Teens (ages 14-17)
This course provides an introduction to figure drawing: gesture, sighting and measuring, proportional guidelines, anatomical information and lots of practice. Students will work from clothed male and female models, with short and long poses. Emphasis will be on developing an understanding of the figure as a specific form and on building drawing vocabulary.

Students may enroll in one, two or three sessions (3, 6, or 9 classes). All skill levels welcome! Parents of teens are welcome to register as well!

**Session One:** 3 Tue., Sept. 15, 22 & 29
**Session Two:** 3 Tue., Oct. 13, 20 & 27
**Session Three:** 3 Tue., Nov. 10, 17 & 24
6 - 8 pm
Room V2015
Fee: $75 per session
Register for all 3 sessions for just: $195 plus $10 per session for model fee
Students provide their own materials; a list of required materials will be provided.

Claire Thorson teaches figure drawing and painting at Monterey Peninsula College and Cabrillo College. She is a native of California, loves the coast, and has a studio in Elkhorn. Her drawings and paintings travel the territory from figuration to abstraction.

Accelerated Learning Techniques for Students (ages 11 – 17)
In today’s rapidly changing society, knowing how to learn is one of the most valuable skills we can have. Unfortunately, most of us were never actually taught how to learn. Because of this, many people find learning to be an unpleasant chore rather than a fun and exciting adventure. Well, no more! Learning is fun, especially when you know how to do it quickly and efficiently.

It doesn’t matter if you are a straight A student or barely passing, you can do better in less time! This interactive and entertaining funshop will teach you how to learn faster and have fun while doing it. You will learn the tools and techniques necessary to unlock the amazing potential of your brain and start achieving more than you ever thought possible.

This “funshop” will focus on the skills necessary to help you right now! As well as prepare you for the transition to either high school or college.

2 Sat., Sept. 12 & 19
9 am – 12 Noon (ages 11-14)
1:30 – 4:30 pm (ages 15-17)
Room: Hort 5005
Register by Sept. 14: $68
Register after Sept. 14: $75

Dr. Joe McCullough is the Physics Program Chair at Cabrillo College where he has been teaching for the last 14 years. He is also a certified trainer and best-selling author of Accelerated Learning Techniques for Students.

Baseball Camp - Pre-Season Special! (ages 7-14)
Coming join us as we offer an all-new Winter Pre-Season weekend camp. Our camps are designed to address all of the areas for a great experience: skills, one on one instruction, game play and great fun.

We insure that all of our campers will leave with a sound knowledge and skill level. At no time, will any camper will be in an environment either beneath or above their skill level. These sessions will be preparing all participants for their upcoming season. It is of the utmost importance that we provide a safe and meaningful experience.

Please bring a hat, mitt, sport appropriate attire daily. We will adjust with inclement weather.

2 Sat. & 2 Sun., December 12, 13 and 19, 20
9am – 12noon
Baseball Field
Fee: $180
The Day Our Rebel Died: The 60th Anniversary of James Dean’s Last Day
A Day-long Bus Adventure an Anniversary Commemoration at Cholame where James Dean was killed in an automobile accident on September 30, 1955.

James Dean was our rebel. For those in high school in the mid-1950s, as the character Jack Stark in the movie “Rebel Without a Cause,” Dean represented the tormented teenager whom we believed ourselves to be. Though his three major films were released soon after his death, the films amplified the loss we felt. The clothes that Dean wore in Rebel became our uniform: jeans, white t-shirt and red windbreaker with upturned collar.

In the comfort of our deluxe motor coach, we will travel south through the Salinas Valley with historical visits along the way. We will join a gathering of other James Dean aficionados at the James Dean Memorial for an outdoor commemoration and barbecue complete with 50s music.

Come join us on a chartered bus as we flay open the town and dissect it for you.

We will be taking a number of off-bus strolls of exploration.

Lunch: There will be a no-host tri-tip barbecue at Jack Ranch Café, the location of the James Dean 60th Anniversary Commemoration. You may purchase lunch at the barbecue, or you are welcome to bring your lunch if you have dietary concerns.

Transportation: Deluxe motor coach with restroom and video. We will watch some clips of “Rebel Without a Cause” during the day.

Course is not appropriate for children under 21.

Registrants will receive maps and supplemental materials
Sat., Sept. 26
10:00 am to 6:00 pm (There will be 2 pick-up spots. See below.)

Two pick up locations:
10:00 am – Cabrillo College Aptos Campus
10:30 am – Cabrillo College, Watsonville Campus

Register by Sept 14: $95
Register after Sept 14: $110

Sandy Lydon – see bio

Another “Actual Hollister”
You think the New Yorker Magazine knows Hollister? Come Experience “Another Actual Hollister” through the Eyes and Mind of a Haybaler Homeboy.

Have you read the New Yorker’s version of Hollister? Now see the town through the eyes of Homeboy Sandy Lydon during a day-long bus adventure.

If you haven’t seen the article, please visit our webpage listing for a direct link.

Maybe Hollister is in the Central Valley when seen from New York, but Sandy Lydon knows better. And so do you. Often dismissed as that place “where the motorcycles took over” and there are “earthquakes every day” and it’s “hotter than hell in the summer” we will separate the myths from reality and show you a complexity and diversity you never imagined. Most Hollisterites don’t even know the incredible history of this quirky town, much less folks out in New York.

Come join us on a chartered bus as we flay open the town and dissect it for you.

We will be taking a number of off-bus strolls of exploration. Participants should bring a lunch and liquids as we’ll be having a picnic.

Transportation: Deluxe motor coach with restroom and video. We will watch some clips of Hollister’s iconic moments.

Course is not appropriate for children under 21.

Registrants will receive maps and supplemental materials
Sun., October 11
9:30 AM to 6:00 PM (There will be 3 pick-up spots. See below.)

Three pick up locations:
9:30 – Cabrillo College Aptos Campus
10:00 – Cabrillo College, Watsonville Campus
10:30 – San Juan Bautista

Register by Sept 14: $95
Register after Sept 14: $110

Sandy Lydon grew up Hollister and graduated from Hollister High School and is proud to be a Haybaler. He never strayed far. Even after joining the Cabrillo faculty in 1968 he continued to research and write about the history of San Benito County and has led many field trips to its far corners. He also subscribes to the New Yorker and when the July 20th issue arrived with the article about “the actual” Hollister, he knew he had to prepare a response.
Backyard Astronomer
Learn how to identify the stars and constellations seen in our local skies in this fun hands-on workshop. Using the Cabrillo planetarium and observatory you will see the wonders of the universe and learn about astronomy history, methods, equipment, and recent discoveries. We’ll show some of the newest images from the Hubble of Mercury and talk about the 400+ newly discovered planets.

Participants should dress warmly for outdoor observation on the hill. In case of rain or fog, class will assemble in the planetarium. This class is appropriate for students aged 10 to adult.

2 Fri., October 23 & 30
6:30 – 9:30 pm
Room 707
Register by Sept. 14: $58
Register after Sept. 14: $65
Karl von Ahnen has been an amateur astronomer and telescope user since age 12. He has served as lab instructor-assistant in the Cabrillo Astronomy Department and is the Technical Director of the Minolta Planetarium.

The Bears of the World
Much of what passes for fact about bears in reality is not so: bears do not hibernate; most bear species (even your grizzly bear) have no difficulty climbing and even spending a considerable part of their time well above ground in tree tops and bears, even polar bears, are not strict carnivores.

Join us for a fun evening of “bare” facts as we examine bears from their prehistoric fossil origins (if you believe grizzlies are formidable, wait until you take a look at cave bears!). We examine our world, tropical bear species, as well as our own loved bear of Monterey County Los Padres National Forest. You’ll learn a great deal if you bear with us.

Thu., August 20
7 – 9:30 pm
Room: 403
Fee: $32
Bruce Elliott – see bio

Biology of Whales and Dolphins, and the Lives of Monterey Bay
Our program will being with a 3-hour boat trip onto the Monterey Bay on the comfortable Blue Ocean whale watching boat to search for seasonal whale and dolphin species over the famous Monterey sub-marine canyon. After the boat excursion, we will adjourn ashore for a 1.5 hour lunch break, then reconvene in the Seminar Room of the adjacent Moss Landing Marine Laboratory for a 2-hour illustrated review of pacific west coast cetacean species, aspects of their biology and a review of their often tragic relationship with mankind. Both the morning sea conditions during September, and the presence of cetacean species should be optimum and comfortable.

Bring your binoculars and/or camera to enjoy close-up observations and unique photography opportunities while learning about the individual species.

A location map and letter are available on our Class Resources webpage.

Sat., Sept. 26
8:45 am – 3:15 pm
Participants will meet in Moss Landing at Blue Ocean Whale Watching
Per person: $85
Per couple: $150
Youth 16 and under: $58
Bruce Elliott – see bio

Carrizo Plains
California’s newest high desert reserve is nestled between the Temblor and Caliente mountain ranges of eastern San Luis Obispo County.

This quiet tableland of plains, rugged canyon and sprawling Soda Lake hosts populations of recently reintroduced pronghorn antelope and Tule elk (absent from the area since the beginning of the century), as well as smaller predatory mammals, kit fox, jackrabbit and the endangered kangaroo-rat and antelope squirrel. In the winter, the desert basin hosts thousands of birds, waterfowl, sandhill cranes, mountain plover and raven.

A location map and letter are available on our Class Resources webpage.

Sat., Dec. 5
9 am – 6 pm
San Luis Obispo County
Register by Sept. 14: $64
Register after Sept. 14: $72
Bruce Elliott is a retired senior Biologist Supervisor for the California Dept. of Fish and Game. Bruce has conducted dozens of natural history themed presentations at Cabrillo College over the last 30 years.
Acoustic Rhythm Guitar for Complete Beginners
Learn to play the acoustic guitar in a supportive group environment. No musical experience required—we'll start from the beginning! Learn fundamental techniques and concepts and put them to practice with easy-to-learn folk songs from the American roots music tradition. This class will prepare you for playing guitar with others (if you choose).

Students must bring their own acoustic guitar to class.

5 Tue., Sept. 15 – Oct. 13
6:30 – 7:30 pm
Room: V5137
Register by Sept. 14: $85
Register after Sept. 14: $98
plus $15 for written materials and audio CD payable to instructor at class.

Luke Abbott - see bio

Acoustic Rhythm Guitar for Not-Quite-Beginners
If you already know some basic open chords (G, D, C, A, F) and can strum simple songs up to speed, you're ready for this class. We'll refine techniques, review essential music concepts, learn to use a capo, sprinkle in some bass runs, and more. This class is focused on the folk/country/bluegrass repertoire and style, which provides a useful foundation for both playing alone and with others.

5 Tue., Sept. 15 – Oct. 13
7:45 – 8:45 pm
Room: V5137
Register by Sept. 14: $85
Register after Sept. 14: $98
plus $10 for written materials and audio CD payable to instructor at class.

Luke Abbott - see bio

Playing Melodies on the Guitar
Strumming is great, but what about playing melodies on the guitar? What about improvising instrumental solos or breaks? Learning to play melodies and leads is not only musically rewarding, it’s a hands-on way to learn about some nuts and bolts of music, without getting swamped in theory. We’ll assume you can already strum some simple songs.

5 Tue., Oct. 27 – Nov. 24
6:30 – 7:30 pm
Room: V5137
Register by Sept. 14: $85
Register after Sept. 14: $98
plus $15 for written materials and audio CD payable to instructor at class.

Luke Abbott - see bio

Playing Guitar with Others
Playing alone can be fun, but playing music as a group is where the real magic happens. In this safe, supportive environment of fellow learners, you will get experience playing songs as a group, and even "leading" songs or playing instrumental solos *if* you’re interested. We’ll be singing and strumming folk songs from the American roots music tradition, in the “jam” format common in bluegrass and old-time circles. Rather than arranging the music ahead of time, it’s arranged on the fly through convention and non-verbal communication. It’s so much fun!

5 Tue., Oct. 27 – Nov. 24
7:45 – 8:45 pm
Room: V5137
Register by Sept. 14: $85
Register after Sept. 14: $98
plus $10 for written materials and audio CD payable to instructor at class.

Luke Abbott has been teaching and performing guitar (and other instruments) for over ten years. His family’s ToneWay Music Method has helped thousands of people all over the world to play music fluently.
Healthy Harmonica
Breathing is our foundation when playing the harmonica. We will take the simplest of pop, folk, and blues melodies and invigorate them with simple, but powerful, techniques to make any song deeply expressive.

No previous ability to read or play music--only a desire to have fun and feel more alive!

Students will need a “C” major diatonic harmonica. Instructor will have them available in class for $12 if you don’t have one.

Wed., Oct. 21
6 – 7:30 pm
Room S14
Register by Sept. 14: $30
Register after Sept. 14: $35
plus $15 for course materials payable to instructor at class

Dave Broida - see bio

Beginning Blues Harmonica
Beginning Blues Harmonica will get you jammin’ the blues immediately! Emphasis in this class will be on playing and having fun as you are introduced to many of the tricks and techniques to make the harmonica cry, laugh, wail and scream.

No previous musical experience or harmonica training is required--only a love of the blues and the desire to play the harmonica!

Students will need a “C” major diatonic harmonica. Instructor will have them available in class for $12 if you don’t have one.

Wed., Oct. 21
7:45 – 9:45 pm
Room S14
Register by Sept. 14: $45
Register after Sept. 14: $52
plus $15 for course materials payable to instructor at class

Dave Broida has been teaching and performing for 20 years. He plays professionally throughout northern California and teaches throughout the state.

Memoir Writing: Exploring Memories and Meaning
In this workshop you will explore some of the poignant memories and stories that have shaped your life. With innovative exercises for eliciting memories and writing memoirs, you will discover stories that may surprise you with their power for self-discovery. As you reflect upon the events that make up your life, you will notice the continuous thread that weaves through your experiences, deepening an understanding of who you are, and offering a sense of clarity, meaning, and purpose for your life.

Sat., Oct. 10
9:30 am – 4 pm
Room Horticulture 5001
Register by Sept. 14: $65
Register after Sept. 14: $76

Lauren Mari-Navarro is a Licensed Clinical Social Worker and has been working with people undergoing life transitions for over 18 years. Lauren has had training in the Progoff Journal Method, “Mining Your Life for Meaning” writing process.

The Writer’s Journey
Many of us hold a deep dream of wanting to write. We want to write so we can understand ourselves more deeply and so that we can be seen. We sense that there are stories living inside of us that need to be told, but in our busy lives, we have not been able to create the time, space or circumstances in which to do so.

This one-day workshop will give you that time. During our day of writing together and reading aloud, you will tap into your creativity, explore your wild mind, and learn the basic tools you need to develop a rich, vital writing life.

The Writer’s Journey is rooted in writing practice, developed by Natalie Goldberg in her classic book, Writing Down the Bones. The class is appropriate for both beginning and experienced writers.

Students should bring a lunch.

Sat., Sept. 19
9 am - 4 pm
Room Horticulture 5001
Register by Sept. 14: $78
Register after Sept. 14: $90

Laura Davis is the author of 7 non-fiction books, including The Courage to Heal, Becoming the Parent You Want to Be and I Thought We’d Never Speak Again. She teaches weekly writing workshops and has been mentoring and supporting writers for the past 16 years.
Parking Fees
Everyone parking on the Cabrillo campus must have either a semester permit or day pass. Day passes cost $4 and are available in vending machines located in student lots. These vending machines are well marked. Parking in student spaces only.
Registration is Easy!

- The fastest way is to use our online registration at: www.cabrillo-extension.org, which is available 24 hours a day, 7 days a week.
- Or, fill out the form below and fax it to: 831-477-5239.
- Or, charge by phone using Visa or MasterCard. Call 831-477-6331.
- Or, fill out the form below and mail it with your check or credit card information to: Cabrillo College Extension, 6500 Soquel Dr., Aptos, CA 95003

Discount for Early Registration

On discounted classes you will see both early and late fees listed. Please choose the appropriate fee. Discounts do not apply to some classes. Late registrants may find a class already filled, or that delaying their registration caused a class to be canceled.

Refunds

There's no fine print in our refund policy. Classes canceled by Cabrillo will be refunded in full. We will gladly process your request for a refund or transfer if it is received in our office at least five (5) business days prior to the beginning of the class. There is a 10% service fee, subject to a $5 minimum. We cannot accept requests for refunds or transfers, regardless of the reason, if they are received less than five (5) business days prior to the class start date.

If you find at the last minute that you are unable to attend a class, you may send someone in your place by notifying the Extension office by phone or email.

Youth Programs and Motorcycle Safety School have different refund policies.

Office Hours

Monday-Friday 9 am – 5 pm

The Cabrillo Extension program strives to deliver a wide variety of programs and services to supplement the college’s instructional program. Classes offered through the Extension program are responsive to community need and interest, although they do not generate college credit, grades, transcripts, nor are they transferable. These fee-supported classes are presented for information and enjoyment and do not necessarily reflect the views of the Cabrillo College District. The college does not endorse any product or the services of any presenter.

Mail this portion to: Cabrillo College Extension 6500 Soquel Drive Aptos, CA 95003 or fax it to: (831) 477-5239

Name ________________________________

Address ________________________________

City ____________________________ State, Zip ____________________________

Work phone ____________________________ Home phone ____________________________ Cell phone ____________________________

Email Address ________________________________

☐ Check enclosed (Payable to Cabrillo College) ☐ Charge my credit card ☐ Visa ☐ MasterCard

Card # ____________________________

Expiration Date ____________________________ Signature ____________________________

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FALL EXTENSION 2015

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Adobe Lightroom and Photoshop,
Great Photos with Cellphone Camera & many more.

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Beer Pairing, Pumpkins,
Croissants, Thanksgiving Desserts,
Holiday Candy Making and
many more.
See page 14-17.

FallArts!
Enjoy a line up of unique classes, including: Wood Working,
Glassblowing, Encaustic Painting,
Stone Carving, Stained Glass and
Soul Collage
See page 1-11.

Parenting Workshops
All new workshops for LGBTQ families and for those with special needs children.
See page 46-47.

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Community Education classes are fee-supported. The Extension catalog is not printed or distributed at taxpayer expense.