Picture yourself in Spring classes
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Online Course Information

Most online courses are available for 30 days. The course is entirely self-paced. You do not need to download special software or wait for future lessons. Within that 30 day session you can access and work on any course 24 hours a day and work as little or as much as you like --whatever suits you best. You can even skip a few days. To budget your time, plan on an average of 5 hours per week of online instruction. This includes reading the course materials and following suggested links. If needed, free extensions are offered on all courses to allow ample time for completion.

Once you register, you will be contacted by the instructor before class begins with a User ID and Password and instructions to access the course. The instructor works with you one-on-one via email (so you don’t have to worry about your email address getting out to others).

NEW!

Calligraphy I – Gothicized Italic
Age 12 and Up
Explore the ancient art of beautiful writing. Learn to write with a broad-edged pen and create attractive cards, envelopes, and quotes. Study the shapes and stroke sequences of the Gothicized Italic alphabet, and train your eye and hand to work together to create beautiful letters and flourishes.
M/S fee of $18 payable to instructor at first class for a calligraphy pen. Specify at registration if you need a pen, and if you are left or right-handed.
Instructor: Amy Jones has been making beautiful letters for over 25 years. Amy sells her artwork at various local shows, teaches regularly for DACC Community Education, and is a member of the Southwest Calligraphy Guild. She is a calligrapher and loves to share her enthusiasm for this craft with her students to encourage their creative expression.
Course # AC103 ........... 8 hrs ........ $51
When: Thurs Jan 29 – February 19
Time: 6:30 p.m. – 8:30 p.m.
Where: DACC Central DAHL, RM 184

Celtic Earrings
Age 16 and Up
This Celtic knot wire design earring is elegant and easy to make. Basic instruction will be taught on wire choices and types, use of tools, and wire wrapping techniques. Tools will be provided (for use in classroom only) or students may bring their own.
M/S fee of $20 payable to instructor at class
Instructor: Marty Arndt is a self-taught wire and jewelry design artist. She has been creating this type of jewelry since 2006. Marty has been a Community Education instructor since 2007, teaching a variety of courses, which are always popular.
Course # AC117 .......... 3 hrs .......... $21
When: Tues Jan 27
Time: 5:30 p.m. – 8:30 p.m.
Where: DACC East Mesa DAEM, RM 107

NEW!

Crystal Heart Wire Pendant
Age 16 and Up
You just gotta have heart! This lovely heart pendant adorned with crystals is exactly what the doctor ordered for the upcoming summer. Learn choices and types of wire and how to use various tools. Tools will be provided (for classroom use only), or you may bring your own.
M/S fee of $25 payable to instructor at class
Instructor: Marty Arndt is a self-taught wire and jewelry design artist. She has been creating this type of jewelry since 2006. Marty has been a Community Education instructor since 2007, teaching a variety of courses, which are always popular.
Course # AC150 .......... 3 hrs .......... $21
When: Tues May 5
Time: 5:30 p.m. – 8:30 p.m.
Where: DACC East Mesa DAEM, RM 107

Pearl Knotting
Age 16 and Up
 Pearls, Pearls, Pearls – they go with everything! Enjoy learning the history, value, and types of pearls while creating an heirloom-quality, knotted pearl necklace using a simple method. Leave the course with your own set of pearls. Tools will be provided (for classroom use only), or you may bring your own.
M/S fee of $30 payable to instructor at class
Instructor: Marty Arndt is a self-taught wire and jewelry design artist. She has been creating this type of jewelry since 2006. Marty has been a Community Education instructor since 2007, teaching a variety of courses, which are always popular.
Course # AC117 .......... 3 hrs .......... $21
When: Tues Jan 27
Time: 5:30 p.m. – 8:30 p.m.
Where: DACC East Mesa DAEM, RM 107

NOTE
Course starting dates vary. Check course descriptions for specific dates.
Pottery for Adults
Age 14 and Up
A class for the beginner or experienced! Go from where you are and encourage the artist in you to emerge. Topics covered include hand building, throwing on the wheel, sculpture, decorating, glazing, etc. Instead of a raku firing, we will be doing a saggar firing.

M/S fee of $10 payable to instructor at first class meeting. Bring to first class a small bucket, hand-size sponge, old washrag/towel, paring knife and fork, spray bottle, small trash bag, clothespin, and pen. Students should wear closed-toe shoes to class. An optional tool list will be available at the first class meeting.

Instructor: Jan Archey has a vast amount of experience in working with clay and has the longest running career for teaching in Community Education. She enjoys sharing her knowledge and encouraging her students to try something different. Jan loves to teach and to be able to teach something she loves is the best!

Course # AC118 . . . . . . 18 hrs. . . . . . . . . $101
When: Sat Feb 7 – Mar 14
Time: 8:30 a.m. – 11:30 a.m.
Where: NMSU Williams Hall, Ceramics Studio

Simple Slide Charm Bracelet
Age 16 and Up
Make a sterling silver charm bracelet with a unique slide closure that is flexible and fun to make and wear. Learn basic instruction on professional charm wrapping. Tools will be provided (for use in classroom only) or students may bring their own.

M/S fee of $25 payable to instructor at class
Instructor: Marty Arndt is a self-taught wire and jewelry design artist. She has been creating this type of jewelry since 2006. Marty has been a Community Education instructor since 2007, teaching a variety of courses, which are always popular.

Course # AC148 . . . . . . 2 hrs. . . . . . . . . $15
When: Tues Mar 3
Time: 5:30 p.m. – 7:30 p.m.
Where: DACC East Mesa DAEM, RM 107

Three Beaded & Friendship Wire Rings
Age 16 and Up
Understated elegance is the basis for both of these rings. Learn the basics of making a ring using a ring mandrel. Use sterling silver wire and semi-precious beads for the three beaded ring. The friendship ring is a mixture of sterling silver & 14K gold filled wire. Tools will be provided (for classroom use only), or you may bring your own.

M/S fee of $40 payable to instructor at class
Instructor: Marty Arndt is a self-taught wire and jewelry design artist. She has been creating this type of jewelry since 2006. Marty has been a Community Education instructor since 2007, teaching a variety of courses, which are always popular.

Course # AC134 . . . . . . 3 hrs. . . . . . . . . $21
When: Tues Mar 10
Time: 5:30 p.m. – 8:30 p.m.
Where: DACC East Mesa DAEM, RM 107

Wire Angel Earrings
Age 16 and Up
Wear these sparkly and beautiful earrings and feel like an angel on earth. Learn basic wire techniques and tool usage. Tools will be provided (for classroom use only), or you may bring your own.

M/S fee of $15 payable to instructor at class
Instructor: Marty Arndt is a self-taught wire and jewelry design artist. She has been creating this type of jewelry since 2006. Marty has been a Community Education instructor since 2007, teaching a variety of courses, which are always popular.

Course # AC144 . . . . . . 2 hrs. . . . . . . . . $15
When: Tues Apr 14
Time: 5:30 p.m. – 7:30 p.m.
Where: DACC East Mesa DAEM, RM 107

Wire Prayer Bracelet
Age 16 and Up
This sterling silver prayer bracelet has seven sterling center beads to remind each of us to say a prayer of gratitude every day. Basic instruction will be taught on wire choices and types, use of tools, and wire wrapping techniques. Tools will be provided (for classroom use only), or you may bring your own.

M/S fee of $40 payable to instructor at class
Instructor: Marty Arndt is a self-taught wire and jewelry design artist. She has been creating this type of jewelry since 2006. Marty has been a Community Ed. instructor since 2007, teaching a variety of popular courses.

Course # AC151 . . . . . . 3 hrs. . . . . . . . . $21
When: Tues Apr 7
Time: 5:30 p.m. – 8:30 p.m.
Where: DACC East Mesa DAEM, RM 107

Wire Swirl Chandelier Earrings
Age 16 and Up
Learn the basic instruction on types of wire, fashion, and design while making earring component parts of sterling silver wire, findings, beads, and Swarovski crystals. Tools will be provided (for classroom use only) or you may bring your own.

M/S fee of $18 payable to instructor at class
Instructor: Marty Arndt is a self-taught wire and jewelry design artist. She has been creating this type of jewelry since 2006. Marty has been a Community Education instructor since 2007, teaching a variety of courses, which are always popular.

Course # AC155 . . . . . . 2 hrs. . . . . . . . . $18
When: Tues Apr 14
Time: 5:30 p.m. – 7:30 p.m.
Where: DACC East Mesa DAEM, RM 107

Wrap Any Stone
Age 16 and Up
Using only two wires, learn how to wrap any odd-shaped, tumbled stone into a beautiful pendant. Your pendant will be completed within the timeframe of the course...and you can wear it home! Tools will be provided (for classroom use only), or you may bring your own.

M/S fee of $25 payable to instructor at class
Instructor: Marty Arndt is a self-taught wire and jewelry design artist. She has been creating this type of jewelry since 2006. Marty has been a Community Education instructor since 2007, teaching a variety of courses.

Course # AC156 . . . . . . 3 hrs. . . . . . . . . $25
When: Tues Apr 14
Time: 5:30 p.m. – 9:00 p.m.
Where: DACC East Mesa DAEM, RM 107
NEW!

Certificate in Customer Service

Your customers hold the key to the future success of your organization. Find out what your customers know by engaging and interacting with them. Learn how to gather feedback, information, and get answers from your customers. With our low- and no-cost methods of customer research, discover new techniques for collecting information to improve your organization’s products or services, promotion and marketing, and even bottom-line finances. Whether you work in a for-profit or non-profit environment, this 8-Stage Needs Assessment model will give you a step-by-step proven approach to researching and selecting new services, products or activities.

Certificate Course Package # CERT 104 (32 hrs)
Reduced package price of $248 includes Keys to Customer Service and Extraordinary Customer Service, the two courses required for this certificate.
Course descriptions appear under the “Personal Enrichment” heading starting on page 18.

Certificate in Non-Profit Administration

Non-profits today need to be run like a business in many respects. You have competition, a need to generate income and a surplus, and staff need to be even more productive. Get the best training on revenue generation for non-profits and program evaluation for non-profits, with our Certificate in Non-Profit Administration. You will come away with the latest and best information from instructors who train people in non-profits.

Certificate Course Package # CERT117 (48 hrs)
Reduced package price of $598 includes Revenue Generation for Non-Profits and Program Evaluation for Non-Profit Professionals, the two courses required for this certificate.
Course descriptions appear under the “Personal Enrichment” heading starting on page 18.

Certificate in Self-Publishing and eBooks

A book can help you expand your business in the way no form of advertising can. This practical certificate is designed to help entrepreneurs, businesses, and organizations self-publish as well as gain a complete understanding of this often-complicated marketplace. Learn how to understand your publishing options and best pathways given your business and personal objectives. Then discover what makes a great eBook and how you go about creating, formatting, publishing, and marketing your eBook. Most importantly, you will create a marketing plan so you can map out the steps from start to finish.

Certificate Course Package # CERT120 (48 hrs)
Reduced package price of $498 includes Growing Your Business with Self-Publishing, Self-Publishing eBooks, and Marketing eBooks, the three courses required for this certificate.
Course descriptions appear under the “Personal Enrichment” heading starting on page 18.

e-Marketing Essentials Certificate

Come get a fundamental yet advanced introduction to eMarketing, including improving e-mail promotions, analyzing your Web site traffic, doing search engine optimization, and how to successfully employ online advertising. Relevant for any type of organization, including businesses, companies, non-profits, and government agencies. No eMarketing experience or expertise is necessary. If you are already at an advanced level, your instructors are experts and can provide the latest, most advanced information and answer your toughest questions.

Certificate Course Package # CERT109 (48 hrs)
Reduced package price of $498 includes Boosting Your Web Site Traffic, Improving e-Mail Promotions, and Online Advertising, the three courses required for this certificate.
Course descriptions appear under the “Personal Enrichment” heading starting on page 18.

Inbound Marketing Certificate

Inbound marketing is a way to help potential customers find you through organic search, which is a process of using your Web site in a way that it attracts visitors naturally through search engines, the blogosphere, and social media. Inbound marketing is more effective than outbound marketing, where you push sales messages to your potential customers. Inbound marketing is the way we will market in the 21st century. Discover how to attract customers to your site, what kind of content to share with them, how to use landing pages and forms to collect names and e-mail addresses, and how to implement lead-nurturing campaigns that result in sales.

Certificate Course Package # CERT118 (48 hrs)
Reduced package price of $498 includes Introduction to Inbound Marketing, Content Marketing, and Advanced Inbound Marketing, the three courses required for this certificate.
Course descriptions appear under the “Personal Enrichment” heading starting on page 18.

Managing Social Media Platforms Certificate

Different social networks have distinct characteristics, different features, and are used to develop a two-way communication and marketing strategy for your organization. Get a skill set for working and managing different social media platforms. Then find out what you can be doing, what you should be doing, and take back a plan to integrate social networks into your communication and marketing. You will get a firm foundation in Twitter, LinkedIn, and Facebook platforms. Come away with both an understanding of these social networks and practical, how-to techniques to integrate social networks such as Twitter, LinkedIn, and Facebook into...
your organization or business. Your instructors are outstanding practitioners who also speak, write, and train others on social networks.

Certificate Course Package # CERT114 (48 hrs)
Reduced package price of $498 includes Facebook for Business, LinkedIn, and Twitter, the three courses required for this certificate.
Course descriptions appear under the “Personal Enrichment” heading starting on page 18.

Mobile Marketing Certificate
The way consumers are interacting with brands and connecting to the world is changing because of mobiles. Find out about location-based marketing, mobile payments, QR codes, applications, and mobile coupons. Learn how mobile marketing can increase your capabilities to retain current customers and gain new ones. Then get step-by-step instructions on how non-technical users can build, deploy, and market smartphone applications across Android, iPhone, and BlackBerry platforms. Finally, get the knowledge needed to implement a mobile marketing plan for your organization. Explore proximity marketing, mobile marketing metrics, and developing a mobile marketing campaign.
Certificate Course Package # CERT110 (48 hrs)
Reduced package price of $558 includes Introduction to Mobile Marketing, Creating Cell Phone Apps for Your Business, and Advanced Mobile Marketing, the three courses required for this certificate.
Course descriptions appear under the “Personal Enrichment” heading starting on page 18.

Personal Trainer Certification
Come join this fun profession and be a part of what Fortune Magazine & ABC NEWS.com states as the 4th hottest job in the U.S. at a national average of $34 an hour. Employers like 24 Hour Fitness, LA Fitness, and Gold’s Gym are just a few of the club groups that seek out our graduates. Whether you are making a career move or for your own personal knowledge, get all the information you need to become a Certified Personal Trainer. This challenging course is taught over a 5-week period for better retention and skill competency. The National Exam is held on the 6th week. This course is formatted as a 60-hour program and is comprised of 15 hours of lecture, 15 hours of hands-on practical training, and a 30-hour internship that networks many graduates right into a job. The course prepares you for success with key topics that include biomechanics, exercise physiology, fitness testing, equipment usage, and health assessment. CPR/AED is needed to receive the certificate. W.I.T.S. is the only major certifying body in the country providing comprehensive practical training and internship components. Students should purchase the book prior to the start of the course – Fitness Professional’s Handbook – 6th Edition by Edward Howley and Dixie Thompson and start reading immediately. ISBN-13: 9781450411172. An eBook format is also available. ISBN-13: 9781450423946. Call 1-888-330-9487 to order. Register online at: http://www.witseducation.com/ certifications/ptcert-nmdacc.html
Course # CERT101 . . . . . 60 hrs . . . . . . $628
When: Tues & Thurs, Mar 10 – Apr 16
Time: 6:00 p.m. – 9:00 p.m.
Where: DACC Workforce Center, RM 106

Social Media for Business Certificate
Get in on this exciting and growing way to communicate, market, and serve your customers and clients. For businesses, non-profits, government, and other organizations. From Facebook to Twitter, blogging, YouTube, LinkedIn, and more, discover the new principles of communication that apply across all networks, how these specific social networks work, and the possible uses for your organization. Whether you are new to social networks or already involved, you will come away with both an understanding of social networks and practical, how-to techniques to integrate social networks into your organization or business.
Certificate Course Package # CERT111 (48 hrs)
Reduced package price of $498 includes Integrating Social Media in Your Organization, Introduction to Social Media, and Marketing Using Social Media, the three courses required for this certificate.
Course descriptions appear under the “Personal Enrichment” heading starting on page 18.

Free Orientation to Learn More About Personal Trainer Certification!
Meet one of our veteran teachers online to get a clear picture of what to expect in the course and what great rewards await you after completion of this certification. Ask questions and participate in a live chat with an instructor. This online meeting is a great way to enjoy the fact finding mission while enjoying the comfort of your home.

WHEN:
Jan 21 at 12 pm EST – http://bit.ly/1kl3zEK
Feb 11 at 4 pm EST – http://bit.ly/1gGmA9J
March 4 at 12 pm EST – http://bit.ly/1nDyQNK

W.I.T.S. is an approved CEU provider for the Board of Certification for Athletic Trainers (BOC), the American Occupational Therapy Association (AOTA), National Certification Board for Therapeutic Massage & Bodywork (NCBTMB), Veterans Training and Education, the International Association of Continuing Education and Training (IACET). The American Council on Education has recommended 3 undergraduate academic credits for this course.
Certifications

Video Marketing Certificate
Video marketing is the latest new marketing trend. Shoppers who viewed product videos were 144% more likely to add the product to their cart. Video with good SEO has a 53% higher chance of showing up on page one of Google searches. When done correctly, video can tell a story, and stories connect people. Video also leads to an emotional ‘trigger’ that plain text cannot.

Certificate Course Package # CERT113 (32 hrs)
Reduced package price of $398 includes Video Marketing and YouTube for Business, the two courses required for this certificate
Course descriptions appear under the “Personal Enrichment” heading starting on page 18.

Computer Education

NEW!
Computer Privacy and Security for Beginners
Age 15 and Up
Afraid of snoopers and spies? Ever wanted to send an encrypted message to a friend? Learn the basics of protecting your information and communications. Discover how to use encrypted files and portable devices. Learn how to send a secure message with popular email services, the importance of secure computers, and much more! Part lecture and part hands-on practice.

Students should bring a USB Flash drive and are welcome to bring personal laptops
Instructor: Omar Carrillo has worked with computers for a number of years both personally and professionally. He enjoys sharing his knowledge with his students and seeing their knowledge grow.
Course # CE115D1.......3hrs.......$24
When: Sat Mar 7
Time: 9:00 a.m. – 12:00 p.m.
Where: DACC Central DAMA, RM 105
Course # CE115D2.......3hrs.......$24
When: Sat Mar 14
Time: 9:00 a.m. – 12:00 p.m.
Where: DACC Central DAMA, RM 105

How to Setup, Protect, and Maintain your Windows 8 PC
Ever wonder how some people never seem to have any issues with their Windows PC? Learn the magic formula from an IT professional. You will be guided through installing and setting up your PC with the latest Windows 8 Operating System and desired software. Learn the minimum hardware requirements for today’s software and operating systems and how to choose the right hardware configuration if you need to make a new purchase. Install the Windows Operating System from “bare metal”, protect and secure your PC, and keep it all running smoothly for the life of the equipment.

Online Course # UGOT160D1............$178
When: Feb 2 – 27
Online Course # UGOT160D2............$178
When: Apr 6 – May 1

How to Use the Internet – The Basics
Are you a “newbie” to the technological world of the Internet? A self-paced, basic, online course that is easy to follow in the comfort of your home. Gain an introduction to Cyberspace and learn the vocabulary of the internet, netiquette, email techniques, search engine reviews, and tips on how to surf. It’s never too late to learn how to use the Internet! Good for Senior Citizens to work one-on-one with the instructor.

Online Course # OLE 114D1.............$47
When: Feb 10 – Mar 12
Online Course # OLE 114D2.............$47
When: Mar 24 – Apr 23
Online Course # OLE 114D3.............$47
When: Apr 22 – May 22

Photo Editing – Basics
Want to remove those wrinkles from your latest photograph? Learn to do interesting things with your digital/scanned pictures in this online course. Create high-quality photographs and digital images for a variety of applications. Practice basic editing techniques, play with advanced editing skills, and prepare images to be Web-ready. One-on-one interaction with the instructor is available.

For Building Key
See Page 29

Online Course # OLE 127D1.............$47
When: Jan 12 – Feb 11
Online Course # OLE 127D2.............$47
When: Feb 16 – Mar 18
Online Course # OLE 127D3.............$47
When: Mar 19 – Apr 18
Online Course # OLE 127D4.............$47
When: Apr 20 – May 20

NEW!
Switch to Linux with Zorin-OS
Age 14 and Up
Microsoft ended support for Windows XP. Without new patches and updates, your computer will become increasingly vulnerable to malware. You don’t need to buy a new computer, learn how to migrate easily to Linux. Join the fun in this hands-on course.

Instructor: Daniel Kim, who is too cheap to buy standard software, has been using PCs since 1984. He has been producing office documents, databases, 3D models, and instructional videos for more than 15 years, using mainstream and open source applications. Daniel is not a programmer, so no “computer-speak” here!
Course # CE116.............8 hrs............$51
When: Mon Feb 2 – Mar 30
No Class Mar 24
Time: 7:00 p.m. – 8:00 p.m.
Where: DACC Workforce Center, RM 104

3D Graphics for Everyone with SketchUp
Age 10 and Up
SketchUp is a free 3D design software that is used by architects, set designers, engineers, and builders. It is powerful enough to be used in the creation of sets for Avatar and other movies, but easy enough to use at home. Come learn the basics of 3D graphics using SketchUp.

Instructor: Daniel Kim, who is too cheap to buy standard software, has been using PCs since 1984. He has been producing office documents, databases, 3D models, and instructional videos for more than 15 years, using mainstream and open source appli-
CULINARY ARTS

Culinary Roots of Chicano Culture
Age 18 and Up
Learn how to enjoy traditional Mexican foods, using nutritional ingredients. Discover the cultural process of making dishes from several parts of Mexico, including the indigenous communities of Michoacán and the southwestern United States. New recipes will be featured in this course.
M/S fee of $35 payable to instructor at first class meeting
Instructor: Wendy Harvey has MAs in Anthropology and Spanish from NMSU and has studied cultural anthropology with an emphasis on traditional foods. Wendy has lived in Mexico, England, and the US and traveled to many parts of Europe and Brazil. She enjoys the foods and cultures of indigenous communities in central Mexico and the states of Michoacán, Guanajuato, Puebla, Oaxaca, and Chiapas.
Course # CA116 . . . . . . . . 16hrs . . . . . . . . . $83
When: Sat Jan 17 – Mar 7
Time: 1:00 p.m. – 3:00 p.m.
Where: DACC Central DAHL, RM 184

Wine Appreciation
Age 21 and Up
Join us for an introductory course into the history, production, varietal types, and characteristics of various wines and their country of origin. Students must be 21 or older since wine will be tasted at each session.
M/S fee of $35 pay to instructor at first class meeting
Instructor: Robert Senecal graduated from the U. S. Naval Academy and has a MA in Human Behavior from USIU. Bob earned a California teaching credential in 1994 and founded the Southern California Wine Appreciation Society in 1989. He has served on the Board of Directors for Los Amigos Del Vina since 1999 and loves wine. He enjoys sharing his passion for wine with his students.
Course # CA107 . . . . . . . . 12hrs . . . . . . . . . $63
When: Mon Jan 26 – Mar 2
Time: 7:00 p.m. – 9:00 p.m.
Where: DACC Central DAMA, RM 114M

HEALTH & RELAXATION

NEW!
Animal or Plant Based?
Choosing Your Healthiest Diet
Age 18 and Up
Mediterranean? Alkaline? Paleo? Vegan? Are you puzzled by the variety of different food plans available? Cut through the confusion by examining key scientific research and clinical evidence that can guide you to better food choices and strategies for optimizing safety, weight loss, and health benefits. Informational booklet included.
M/S fee of $5 payable to instructor at first class meeting
Instructor: Marie Mathewson, Ph.D., L.M.T., (NM #5997) is a lifelong student of holistic health, exercise, and meditation, including 18 years of study and practice in the arts of Qigong and Asian styles of body and energy work. Marie also spent some years working as a private chef and caterer, and offers workshops and coaching in healthy food choices based on the principle that “food is medicine”. Currently in private practice in Las Cruces offering a variety of wellness services, she is a member of American Massage Therapy Association and is board certified by the National Certification Board for Therapeutic Massage and Bodywork. Marie is an enthusiastic instructor, with courses that are always in high demand.
Course # OLE 139D1 . . . . . . . . . . . . . . . . . . $47
When: Jan 7 – Feb 6
Course # OLE 139D2 . . . . . . . . . . . . . . . . . . $47
When: Feb 9 – Mar 11
Course # OLE 139D3 . . . . . . . . . . . . . . . . . . $47
When: Mar 12 – Apr 11
Course # OLE 139D4 . . . . . . . . . . . . . . . . . . $47
When: Apr 14 – May 14

NEW!
Eat More Veggies! Live Well!
Age 18 and Up
Health professionals and nutritional scientists recommend diets low in animal-based foods for protection against chronic degenerative diseases such as osteoporosis, arthritis, and diabetes. Learn about the superstars of the veggie world, along with steps for transitioning to a healthier 70-90% plant-based diet. Informational booklet included.
M/S fee of $5 payable to instructor at first class meeting
Instructor: Marie Mathewson, Ph.D., L.M.T., (NM #5997) is a lifelong student of holistic health, exercise, and meditation, including 18 years of study and practice in the arts of Qigong and Asian styles of body and energy work. Marie also spent some years working as a private chef and caterer, and offers workshops and coaching in healthy food choices based on the principle that “food is medicine”. Currently in private practice in Las Cruces offering a variety of wellness services, she is a member of American Massage Therapy Association and is board certified by the National Certification Board for Therapeutic Massage and Bodywork. Marie is an enthusiastic instructor, with courses that are always in high demand.
Course # HR149 . . . . . . . . 2hrs . . . . . . . . . $15
When: Mon Jan 26
Time: 6:00 p.m. – 8:00 p.m.
Where: DACC East Mesa DAEM, RM 221

Assisting Aging Parents
Be prepared to handle the challenges of aging while learning to cherish the transition. Some aspects are joyful, some bittersweet, some frustrating, some frightening. Learn what to expect, what to watch for, how to deal with physical and emotional challenges, and where to find resources to help.
Course # HR7150 . . . . . . . . 2hrs . . . . . . . . . $15
When: Mon Feb 23
Time: 6:00 p.m. – 8:00 p.m.
Where: DACC East Mesa DAEM, RM 221

Caregiving Tips
Are you facing the care of an elderly person in your life? Gain tips on living arrangements, housing and transportation, health and nutrition, body changes and medication, government programs, insurance, and legal affairs. Utilize this online opportunity to learn at your convenience in the privacy of your own home.
Online Course # OLE 139D1 . . . . . . . . . . . . . . . . . . . . . . . . . $47
When: Jan 7 – Feb 6
Online Course # OLE 139D2 . . . . . . . . . . . . . . . . . . . . . . . . . $47
When: Feb 9 – Mar 11
Online Course # OLE 139D3 . . . . . . . . . . . . . . . . . . . . . . . . . $47
When: Mar 12 – Apr 11
Online Course # OLE 139D4 . . . . . . . . . . . . . . . . . . . . . . . . . $47
When: Apr 14 – May 14
NEW!

Energy Tools to Clear and Protect Your Aura Field
Age 16 and Up

Techniques will be presented to clear and protect your aura/energy field, take back what has been lost or given away, release what is not yours, and prevent energy drains or leaks from happening in the first place. This is a great class for healers and anyone with energy sensitivities to get to know their aura space more intimately.

Instructor: Connie Reuschlein, The Light-body Tailor, learned her fundamental healing techniques from a Brazilian healer in the early 1990s. She has continued to grow in her knowledge of energetic healing arts and the process of spiritual mastery through research, practice, and meditation. Connie holds a BS degree in Computer Information Systems, designs Web sites, creates botanical skincare products, and offers workshops and classes on a variety of subjects.

Course # HR145 . . . . . . . 3 hrs . . . . . . . . $21
When: Sat Feb 28
Time: 9:00 a.m. – 12:00 p.m.
Where: DACC Workforce Center, RM 123

NEW!

Expand Your Gift of Energy Healing
Age 16 and Up

Want to take your spiritual healing abilities to new levels? Develop greater confidence and playfulness? Or simply re-awaken your healing gifts? This is your opportunity to take leaps in the magical realms of energy medicine. No matter which modality you use, this course will alter you forever.

Students should bring a sack lunch and water bottle to class.

Instructor: Connie Reuschlein, The Light-body Tailor, learned her fundamental healing techniques from a Brazilian healer in the early 1990s. She teaches light-energy healers new ways of perceiving and influencing the client’s energetic anatomy. Her goal is to help healers achieve profound results quickly and to help take quantum leaps into their evolving lightbodies, while moving fully into their unique, authentic selves.

Course # HR146 . . . . . . . 6 hrs . . . . . . . . $39
When: Sat Mar 14
Time: 9:00 a.m. – 3:00 p.m.
Where: DACC Workforce Center, RM 123

Dementia Care
As baby boomers age, the 21st century workforce is challenged to care for an exponentially growing population of persons with dementia. This course provides essential knowledge and understanding about neurological diseases that affect cognition and memory, and practical application of effective skills for supporting persons with dementia. Nearly all disciplines benefit from the expertise in Dementia Care Specialists, as do families of persons with dementia. Come away with increased knowledge on how to care for persons with dementia. Expertise in this growing area of human services also enhances your resume.

Instructor: Pamela Atwood, MA, CDP, QDCP, & CLL is Director of Life Enrichment & Dementia Care at Hebrew Health Care, Inc., of West Hartford, Connecticut. Pamela has worked with older adults professionally for more than 20 years, and earned a Master’s Degree in Gerontology and Human Development from Saint Joseph College in West Hartford. She is accredited through the National Council of Certified Dementia Practitioners and is recognized as a Qualified Dementia Care Provider by the Alzheimer’s Foundation of America

Online Course # UGOT145D1 . . . . . . . . . . $152
When: Feb 2 – 27
Online Course # UGOT145D2 . . . . . . . . . . $152
When: Apr 6 – May 1

Develop Your Sensitivity to Aura bodies
Age 16 and Up

Join the fun in this playful, hands-on course to learn how to see and sense each other’s auras or emanations surrounding our body. Through experimentation on yourself and each other, discover what you need to do to perceive auras.

Students should bring a sack lunch and water bottle to class

Instructor: Connie Reuschlein, The Light-body Tailor, learned her fundamental healing techniques from a Brazilian healer in the early 1990s. She teaches light-energy healers new ways of perceiving and influencing the client’s energetic anatomy. Her goal is to help healers achieve profound results quickly and to help take quantum leaps into their evolving lightbodies, while moving fully into their unique, authentic selves.

Course # HR136 . . . . . . . 6 hrs . . . . . . . . $39
When: Sat Apr 11
Time: 9:00 a.m. – 3:00 p.m.
Where: DACC Workforce Center, RM 123

Dementia for Family Care Givers

Designed for family care givers dealing with Alzheimer’s disease, Vascular Dementia, Lewy-Body Dementia or other conditions which cause significant memory problems. Learn basic information about dementia and cover essential elements to address throughout the illness, common health complications, and tips from professional care providers who deliver person-centered care. Use of materials and internet will facilitate learning and maximize competence in care giving beyond the end of the course. Your instructor is an authority on dementia.

Instructor: Pamela Atwood, MA, CDP, QDCP, & CLL is Director of Life Enrichment & Dementia Care at Hebrew Health Care, Inc., of West Hartford, Connecticut. Pamela has worked with older adults professionally for more than 20 years, and earned a Master’s Degree in Gerontology and Human Development from Saint Joseph College in West Hartford. She is accredited through the National Council of Certified Dementia Practitioners and is recognized as a Qualified Dementia Care Provider by the Alzheimer’s Foundation of America

Online Course # UGOT108D1 . . . . . . . . . . $498
When: Feb 2 – Mar 27
Online Course # UGOT108D2 . . . . . . . . . . $498
When: Apr 6 – May 29
NEW!

Meditation – Connecting with Your Guardian Angels
Age 16 and Up
Guardian Angels are divine beings whose mission is to protect and guide us. They are simply waiting for us to call upon them so that they may manifest themselves. In this class, we will practice connecting with our Guardian Angels through meditation, discovering who they are, and feeling the beautiful energy of these benevolent beings.

M/S fee of $15.00 payable to instructor at first class meeting. Students should bring a yoga mat, comfortable clothing, and a blanket or towel to keep warm. Herbal tea will be provided.

Instructor: Jenny Karampoiki, was raised in the Far East where meditation is an inseparable part of life. She has studied a variety of meditation techniques from teachers around the world and experienced the benefits of meditation practices. Jenny enjoys sharing her knowledge with her students to help them discover inner peace.

Course # HR147D1 .... 10.5hrs .... $53
When: Sat Jan 17 – Feb 28
Time: 9:00 a.m. – 12:00 p.m.
Where: DACC Workforce Center, RM 123

Fluid Movement Tai Chi
Age 12 and Up
Complimented with dynamic stretching techniques that align the total body, this short, four minute Tai Chi form is easy to learn and therefore, an excellent course for the beginner. Balanced with deep, rhythmic breathing, you will experience an increase in energy, focused mindfulness, and a calmness of spirit. Why not give yourself the gift of health and well-being for a lifetime?

Students should wear loose, comfortable clothing to class

Instructor: Cher Guerrero has been teaching Tai Chi for DACC Community Education for a number of years. Cher’s life-long experiences in several venues of body and mind integration provide foundational basics for physical movement, therapeutic application, and staff development in a variety of settings. She enjoys sharing her enthusiasm with her students and watching them grow.

Course # HR147D2 .... 10.5hrs .... $53
When: Sat Mar 7 – May 2
NO CLASS Mar 28 & Apr 4
Time: 9:00 a.m. – 10:30 a.m.
Where: DACC East Mesa DAEM, RM 222

NEW!

Transcendental/Metaphysical Q & A with the Lightbody Tailor
Age 16 and Up

Many are searching for answers to what they consider too peculiar for normal discussion. Dialogue and mutual support will be offered to help you understand your process of receiving your divine gifts and moving into the higher realms of perceptions. Subjects range from dreams, astral travel, viewing auras, and receiving divine guidance.

Instructor: Connie Reuschlein, The Lightbody Tailor, learned her fundamental healing techniques from a Brazilian healer in the early 1990s. She has continued to grow in her knowledge of energetic healing arts and the process of spiritual mastery through research, practice, and meditation. Connie holds a BS degree in Computer Information Systems, designs Web sites, creates botanical skincare products, provide private alternative healing consultations and offers workshops and classes on a variety of subjects.

Course # HR148 .... 3 hrs .... $21
When: Sat Feb 7
Time: 9:00 a.m. – 12:00 p.m.
Where: DACC Workforce Center, RM 123

Happy and Healthy Pregnancy

Without a doubt, having a baby is a life-changing experience. And it can sometimes feel overwhelming as you prepare for the many changes you’ll face. By learning all about pregnancy, childbirth, and the basics of newborn care, you’ll feel better prepared and ready for the challenges ahead.

The goal of this class is to help you feel more confident and calm in the many choices you have throughout your pregnancy and birthing time. The first step to a happy and healthy pregnancy is a happy and healthy you. Designed to inform, encourage, and support you during this amazing time of life.

Online Course # ETG204 .... $79

Lose Weight and Keep it Off

Do you want to lose weight and keep it off? Now you can! Discover how to establish a healthy approach to weight loss and weight maintenance. You’ll master how to set and achieve weight-loss and weight-maintenance goals that make sense for you. By the end of this course, you’ll know how to set appropriate and effective goals for eating, exercise, and many other elements that affect your weight. You WILL have the skills you need to lose weight and keep it off for a lifetime!

Online Course # ETG164 .... $75

Marriage and Relationships: Keys to Success

Meeting the right person is important, but knowing how to stay in love matters even more. Learn how to build a solid foundation for your relationship that will last far beyond “I do.” Start by reviewing the basic stages for building your relationship and great tips for “tune-ups” that help keep love alive. By the end of this course, you’ll understand how to nurture your relationship and build a partnership that lasts.

Online Course # ETG205 .... $79

For Building Key
See Page 29
Navigating Divorce
Getting through a divorce is a daunting, emotional, and disorienting process. Learn how to move through the divorce process step-by-step to gain a sense of control and stability, and emerge on the other side as a healthier and happier person. Through a combination of exercises, reflections, and real-world examples, this course will help you steer through the rough sea of divorce. With the new skills and perspective you’ll gain, you’ll be well equipped to chart a new direction in your life.
**Online Course # UGOT162D2**  
When: Apr 6 – May 1  
$152

**NEW!**
Success with Aging Parents
Know more about taking care of your loved one. Geared towards family and friends of an elderly person, including spouses/significant others, parent-child, elder-other relative, friends, even long-distance caregivers. Get essential information that caregivers or care partners need to know as you care for an older adult. Learn how to prepare for changes in personal relationships when taking on caregiving roles. Improve your understanding of resources and the long-term care services and supports available. Come away with a developed confidence in techniques in assisting others with variety of needs. This course will also be useful for health program students and emerging professionals.

**Instructor:** Pamela Atwood, MA, CDP, QDQP, & CLL is Director of Life Enrichment & Dementia Care at Hebrew Health Care, Inc., of West Hartford, Connecticut. Pamela has worked with older adults professionally for more than 20 years, and earned a Master’s Degree in Gerontology and Human Development from Saint Joseph College in West Hartford. She is accredited through the National Council of Certified Dementia Practitioners and is recognized as a Qualified Dementia Care Provider by the Alzheimer’s Foundation of America.

**Online Course # UGOT162D1**  
When: Feb 2 – 27  
$152

**Online Course # UGOT162D2**  
When: Apr 6 – May 1  
$152

#### Tai Chi – Simplified Chinese Yang Style

**Age 12 and Up**
Experience for yourself the integration of body, mind, and spirit through Tai Chi. A beginning level course that will allow you to explore this ancient art. A journey of a thousand miles begins with one step – let this be yours!

**Students should wear loose, comfortable clothing to class**

**Instructor:** Cher Guerrero has been teaching Tai Chi for DACC Community Education for a number of years. Cher’s life-long experiences in several venues of body and mind integration provide foundational basics for physical movement, therapeutic application, and staff development in a variety of settings. She enjoys sharing her enthusiasm with her students and watching them grow.

**Course # HR113**  
When: Wed Jan 28 – Apr 22  
NO CLASS Mar 25  
Time: 5:30 p.m. – 7:00 p.m.  
Where: Good Samaritan Creative Arts Room

**American History**
Do you know the history of this country? What our founding documents say? The philosophy of its leaders or the meanings of its symbols? Discover this and much more in this online course as you discover, or rediscover America – all in the comfort of your own home.

**Instructor:** Pamela Atwood, MA, CDP, QDQP, & CLL is Director of Life Enrichment & Dementia Care at Hebrew Health Care, Inc., of West Hartford, Connecticut. Pamela has worked with older adults professionally for more than 20 years, and earned a Master’s Degree in Gerontology and Human Development from Saint Joseph College in West Hartford. She is accredited through the National Council of Certified Dementia Practitioners and is recognized as a Qualified Dementia Care Provider by the Alzheimer’s Foundation of America.

**Online Course # OLE101D1**  
When: Jan 5 – Feb 4  
$47

**Online Course # OLE101D2**  
When: Feb 9 – Mar 11  
$47

**Online Course # OLE101D3**  
When: Mar 12 – Apr 11  
$47

**Online Course # OLE101D4**  
When: Apr 13 – May 13  
$47

**Civil War**
A wonderful, self-paced online course for Civil War enthusiasts. Designed for those who want to learn more about this era. Explore diaries, letters, and newspapers. Re-enact battles and read follow-up commentary. View photographs. Find your ancestors in the Civil War. Yankee or Rebel – you will enjoy this adventure.

**Online Course # OLE103D1**  
When: Jan 12 – Feb 11  
$47

**Online Course # OLE103D2**  
When: Feb 16 – Mar 18  
$47

**Online Course # OLE103D3**  
When: Mar 19 – Apr 18  
$47

**Online Course # OLE103D4**  
When: Apr 20 – May 20  
$47

#### Discover Digital Photography
Get an introduction to the technology that has catapulted the photographic world into the 21st century. Explore a broad overview of the basics of digital photography, including equipment, software, and practical uses. Discuss different types of digital cameras, from phones and tablets to digital SLRs, all of which offer a wide array of photographic options. Learn how to decide what type of equipment fits your needs, and you’ll have hands-on exercises so you can explore the areas that interest you.

**Instructor:** Cher Guerrero has been teaching Tai Chi for DACC Community Education for a number of years. Cher’s life-long experiences in several venues of body and mind integration provide foundational basics for physical movement, therapeutic application, and staff development in a variety of settings. She enjoys sharing her enthusiasm with her students and watching them grow.

**Online Course # ETG167**  
When: Jan 7 – Feb 6  
$75

**Dancing With the Stars**
Is it cloudy where you live? No worries! Learn about and dance with the stars and constellations in this online course. You don’t have to worry about the weather or city lights or fancy clothes. Put on some comfortable clothes, log on to the course, and enjoy dancing with the stars!

**Instructor:** Cher Guerrero has been teaching Tai Chi for DACC Community Education for a number of years. Cher’s life-long experiences in several venues of body and mind integration provide foundational basics for physical movement, therapeutic application, and staff development in a variety of settings. She enjoys sharing her enthusiasm with her students and watching them grow.

**Online Course # ETG167**  
When: Jan 7 – Feb 6  
$75

**Online Course # OLE105D1**  
When: Jan 7 – Feb 6  
$47

**Online Course # OLE105D2**  
When: Feb 9 – Mar 11  
$47

**Online Course # OLE105D3**  
When: Mar 12 – Apr 11  
$47

**Online Course # OLE105D4**  
When: Apr 14 – May 14  
$47

**Drawing for the Absolute Beginner**
Have you always been interested in drawing, but never really knew how to get started? If so, then this is definitely the course for you! Gain a solid foundation and understanding of the basics to drawing and become the artist you’ve always dreamed you could be! Gain a solid understanding of the many
tools of the trade. Become intimately familiar with paper types, drawing styles, rendering techniques, and the basic principal of perspective, layout, design, lighting, volume, and space. Even discover how best to get in touch with your right brain. If you have an interest in learning what it’s like to draw or would love to increase your current knowledge in the field of art and illustrating, then this course aims to fulfill all of your needs.

Online Course # OLE 109D1 . . . . . . . . . . . . $47
When: Mar 2 – Apr 1

Charts and forms and how to acquire in - as this course is self-paced. Learn about:
• Comparing computer software
• Organizing your data
• Mailing lists and photographs
• Search engine tips
• Surname sites
• Popular genealogical sites

World Genealogy – Course 4
Searching the world for your ancestors can be a bit intimidating. Use skills learned in previous courses to do research on and off line in more than 50 countries around the world. Seeking genealogical information, participants will work one-on-one with the instructor, at a self-paced speed.

Online Course # OLE 112D1 . . . . . . . . . . . . $47
When: Mar 9 – Apr 10

Online Course # OLE 112D4 . . . . . . . . . . . . $47
When: Apr 13 – May 13

Where to Find Specific Genealogical Information on the Internet – Course 2
Find the “unusual” and “miscellaneous” information you need in this second step of your genealogical search. Discover new research tools and where to look in vital records for births, adoptions, marriages, and deaths. Use census, tax, land records, maps, gazettes, atlases, city directories, county histories, and military records to trace lineage. Specific tips will be provided for searching Native American, African American, Hispanic, and religious groups.

Online Course # OLE 110D1 . . . . . . . . . . . . $47
When: Feb 10 – Mar 12

Online Course # OLE 110D2 . . . . . . . . . . . . $47
When: Mar 24 – Apr 23

Online Course # OLE 110D3 . . . . . . . . . . . . $47
When: Apr 22 – May 22

Getting Started in Voice Over
The demand for voice over (VO) talent has boomed over the last decade, driven by more demand for content online, an increased demand for audiobooks, and much easier production requirements than ever before. And the demand for that talent continues to grow. All you need is a plan. Understand what tools and skills you will need to acquire to take advantage of this swelling need for voice over artists.

Instructor: David H. Lawrence XVII has had a career in radio and TV, including ABC’s epic series LOST, CBS’ legendary CSI and military thriller The Unit, NBC’s spy comedy Chuck, Good Luck Charlie and ANT Farm on Disney, Touch and The Finder on FOX, and is best known as the creepy evil puppet master Eric Doyle on NBC’s smash hit Heroes. He is excited to share his knowledge with is students.

Online Course # UGOT159D1 . . . . . . . . . . $248
When: Feb 2 – 27

Online Course # UGOT159D2 . . . . . . . . . . $248
When: Apr 6 – May 6

Advanced Genealogical Research Using the Internet – Course 3
The third step in your genealogical search uses specific sources for a variety of needs. Learn how to access and utilize ship passenger lists, immigration and naturalization, American migration trails, and homestead applications. Find mental patients, prisoners, school students, teachers, Free Masons, and female ancestors as well as records from CCC and WPA workers, U.S. Marshals, F.B.I. and Secret Service officials, and divorces. Tips will be provided for using family Bibles, journals, and diaries. You can study handwriting, plan family reunions, make scrapbooks, and much more with the valuable information you locate.

Online Course # OLE 111D1 . . . . . . . . . . . . $47
When: Feb 25 – Mar 27

Online Course # OLE 111D2 . . . . . . . . . . . . $47
When: Mar 31 – Apr 30

Online Course # OLE 111D3 . . . . . . . . . . . . $47
When: May 4 – June 3

Eyes of March
Ages 5 – 12, designed for parent, grandparent, older sibling, or mentor to “play” online with a child

There are many things for the “eyes” of March to see. St. Patrick’s Day is in March. But do you know about St. Patrick? Let your eyes visit sites about this famous man and his connection to shamrocks and the Blarney stone. What is the Emerald Isle? Where do leprechauns live? What is the connection between rainbows and the pot of gold? The Eyes of March can show you.

Online Course # OLE107D1 . . . . . . . . . . . . $47
When: Feb 2 – Mar 4

Online Course # OLE107D2 . . . . . . . . . . . . $47
When: Mar 9 – Apr 10

Online Course # OLE109D4 . . . . . . . . . . . . $47
When: Apr 13 – May 13

Online Course # OLE109D3 . . . . . . . . . . . . $47
When: Mar 2 – Apr 1

Online Course # OLE109D2 . . . . . . . . . . . . $47
When: Feb 2 – 27

Online Course # OLE109D1 . . . . . . . . . . . . $47
When: Jan 5 – Feb 4

Online Course # OLE109D2 . . . . . . . . . . . . $47
When: Feb 5 – Mar 7

Online Course # UGOT159D1 . . . . . . . . . . $248
When: Feb 2 – 27

Online Course # UGOT159D2 . . . . . . . . . . $248
When: Apr 6 – May 6

For Building Key
See Page 29
Go West, Young Girl, Go West!

What was pioneer life like for a cowgirl? Look at many female pioneers and their lifestyles. What motivated some of them to endure the rugged life? See what their travel was like and how life became once they reached their destination. Explore books, videos, musicals, television shows, movies, and the internet to gain a better understanding of this time in history known as The Western Expansion and the women who were a part of it. Students of all ages and both sexes will find this course interesting!

**Online Course # OLE 113D1** ............. $47
- **When:** Jan 5 – Feb 4
- **Online Course # OLE 113D2** ............. $47
- **When:** Feb 5 – Mar 7
- **Online Course # OLE 113D3** ............. $47
- **When:** Mar 9 – Apr 10
- **Online Course # OLE 113D4** ............. $47
- **When:** Apr 13 – May 13

Intermediate Bird Watching

**Age 16 and Up**

Improve your birding skills and develop a deeper appreciation for birds through classroom sessions and field trips. This course focuses on vocalizations, form and function, and bird behavior. Field trips on April 11, 18, and 25, 2015 will explore some of the diverse habitats of region, from wetlands to desert foothills.

**Instructor:** Mesilla Valley Audubon Society has been teaching beginning and intermediate bird watching courses for many years. We have a great group of experiences birders who help teach the class and lead field trips. They are eager to share their knowledge and enthusiasm for birds with their students.

**Course # HL103** ............. 6hrs ............. $43
- **When:** Tues Apr 7 – Apr 21
- **Time:** 6:30 p.m. – 8:30 p.m.
- **Where:** DACC East Mesa DAEM, RM 222

Introduction to Digital Scrapbooking

Learn to use digital editing techniques to show off your photos and memorabilia! Using Photoshop Elements 11 or 12, learn how to make the most of your scrapbooking talents and artistic ideas when you combine traditional and digital scrapbooking. Starting with simple projects, quickly learn how to build pages, use artistic journaling, and produce sophisticated illusions. Photoshop Elements 11 lets you build your own clip art, create frames, and develop multi-layer pages with an endless array of layouts and designs. See how to draw and create your own art, build collages and scrapbooks to share, and work with both color and black and white. If you need to restore or age images—the tools are all available to you. Join us and take your scrapbooking to a new level!

**Online Courses # ETG147** ............. $75
- **Online Course # OLE 118D1** ............. $47
- **When:** Feb 10 – Mar 12
- **Online Course # OLE 118D2** ............. $47
- **When:** Mar 24 – Apr 23
- **Online Course # OLE 118D3** ............. $47
- **When:** Apr 22 – May 22

Lighthouses of the Atlantic Coast

Explore the lighthouses along the Atlantic Coast from the comfort of your home. Take a virtual tour of lighthouses located in eastern New York, Maine, New Hampshire, Massachusetts, Vermont, Rhode Island, Connecticut, eastern Virginia, North Carolina, South Carolina, Georgia, eastern Florida, and Puerto Rico. Learn about the history and architecture of lighthouses in this region, and view various photographs.

**Online Course # OLE 117D1** ............. $47
- **When:** Jan 5 – Feb 4
- **Online Course # OLE 117D2** ............. $47
- **When:** Feb 5 – Mar 7
- **Online Course # OLE 117D3** ............. $47
- **When:** Mar 9 – Apr 10
- **Online Course # OLE 117D4** ............. $47
- **When:** Apr 13 – May 13

Lighthouses of the Great Lakes

Ever wonder what the lighthouses in this region look like? Wonder no more! Take a virtual tour of lighthouses located in western New York, Pennsylvania, Ohio, Indiana, Illinois, Michigan, Wisconsin, and Minnesota. Learn about the history and architecture of lighthouses in this region, and view various photographs. No seasickness....that’s a guarantee!

**Online Course # OLE 119D1** ............. $47
- **When:** Feb 25 – Mar 27
- **Online Course # OLE 119D2** ............. $47
- **When:** Mar 31 – Apr 30

Lighthouses of the Gulf Coast

Do you have an interest in lighthouses....or the Gulf Coast? Take a virtual tour of lighthouses located in Texas, Louisiana, Mississippi, Alabama, and western and southern Florida. Learn about the history and architecture of lighthouses in this region, and view various photographs. Day or night....the tour is at your fingertips.

**Online Course # OLE 118D1** ............. $47
- **When:** Feb 10 – Mar 12
- **Online Course # OLE 118D2** ............. $47
- **When:** Mar 24 – Apr 23
- **Online Course # OLE 118D3** ............. $47
- **When:** Apr 22 – May 22

Look to the Sky

Asteroids, comets, eclipses...oh my! Discuss the possibility of asteroids hitting the earth. View rocks and ice and rock balls that rouse curiosity. Eclipses are simply amazing to see up close. Take some time now, and look to the sky in this online course!

**Online Course # OLE 121D1** ............. $47
- **When:** Jan 12 – Feb 11
- **Online Course # OLE 121D2** ............. $47
- **When:** Feb 16 – Mar 18

REGISTRATION: Phone—575.527.7527 • Fax—575.527.7701 • Office—2345 E. Nevada Ave., Las Cruces • dacc.nmsu.edu/comed/
**Hobbies & Leisure**

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**Luck o’ the Irish**

The next best thing to traveling the Emerald Isle is learning about it...virtual style! Explore famous places, Irish saints and legends, tales, ballads, songs, and recipes. Utilize the one-on-one personal instruction from the comfort of your own home to gain a real understanding. If you are planning a trip to Ireland, this online course is a must before leaving.

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**Mummies**

Mummies have always been an intriguing topic. Join us in this unique online adventure as we linger in museums to meet a variety of “mummies” in different parts of the world. You will meet mummies you never knew existed from the comfort of your own home.

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**National Parks**

National Parks anyone? This is the next best thing to traveling/camping at each one. Take a virtual tour of national monuments, battlefields, military parks, historical parks and sites, lakeshores, memorials, parkways, preserves, reserves, recreation areas, rivers, scenic trails, seashores, and more. This online course is a must prior to physically visiting any of these sites. Sit back, relax, and enjoy some of the wonderful sights our country has to offer.

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**Over and Under the Sea**

Do you have an interest in the seas? Virtually visit beaches, coral reefs, and the animals related to these habitats. Explore a variety of activities on your own or one-on-one with the instructor. Leave your snorkel and goggles in the box and sign up now.

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<tbody>
<tr>
<td>OLE 125D1</td>
<td>Feb 25 – Mar 27</td>
<td>$47</td>
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<tr>
<td>OLE 125D2</td>
<td>Mar 31 – Apr 30</td>
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<tr>
<td>OLE 125D3</td>
<td>May 4 – June 3</td>
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**Perplexing Pyramids**

Not all pyramids are in Egypt – they are in many locations, even the United States. Built long ago, these amazing structures continue to provide intrigue. Virtually check them out before your next trip. Learn the what, why, where, when, and how of pyramids and similar archeological sites in this online course from the comforts of your home.

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<tr>
<th>Course Code</th>
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<td>OLE 126D1</td>
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<td>OLE 126D2</td>
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<td>OLE 126D3</td>
<td>May 4 – June 3</td>
<td>$47</td>
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**Science Made Interesting**

Everything you always wanted to know about science......but were afraid to ask. Experience science that is easy to understand, exploratory in nature, and interesting too! Learn about the nervous system, chemistry, volcanoes, tsunamis, electricity, and much more in this online course. Review interesting science, one-on-one, from the comforts of your home.

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<tr>
<th>Course Code</th>
<th>Start Date</th>
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<th>Price</th>
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<td>OLE 128D1</td>
<td>Jan 12 – Feb 11</td>
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<td>OLE 128D2</td>
<td>Feb 16 – Mar 18</td>
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**Shipwrecks of the Great Lakes and Pirates of the Caribbean**

Explore the history of shipwrecks in the Great Lakes. Includes answers to who, what, when, where, and why. Examine what’s left of the shipwrecks through dives, underwater viewing, glass bottom boats, videos, and photos. Meet the pirates of the Caribbean and learn about their feats and fates.

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<th>Course Code</th>
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<td>OLE 129D1</td>
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<td>OLE 129D2</td>
<td>Mar 31 – Apr 30</td>
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<tr>
<td>OLE 129D3</td>
<td>Apr 20 – May 20</td>
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**Solar System Savvy**

Have you ever wished you knew more about planets, the solar system, galaxies, and black holes but didn’t want to take a test about them? Then this is the online course for you! Venture into the solar system and galaxy in which we reside from your own home.

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<tr>
<th>Course Code</th>
<th>Start Date</th>
<th>End Date</th>
<th>Price</th>
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<td>OLE 130D2</td>
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<td>OLE 130D3</td>
<td>Mar 19 – Apr 18</td>
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<tr>
<td>OLE 130D4</td>
<td>Apr 20 – May 20</td>
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**Spelunking**

Virtually explore the wonderful underground world of caves. Gain a better understanding of how they form and the strange creatures that live there. View interesting cave art found in caves all over the world, all from the comforts of your home in this online course.

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<th>Course Code</th>
<th>Start Date</th>
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<th>Price</th>
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<tbody>
<tr>
<td>OLE 131D1</td>
<td>Feb 2 – Mar 4</td>
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Pinterest.com/dacccommed               youtube.com/nmsudonaana               twitter.com/dacccommed               facebook.com/CommunityEdDacc
Stamp Collecting – The Basics

Did you know that stamp collecting is one of the world's most popular hobbies, with millions of collectors in the United States? Learn the basics of this hobby in this online course. Work on a Scout Merit Badge, get started on this new hobby, or revitalize an old interest. Completion certificates available upon request.

Online Course # OLE 132D1 . . . . . . . . . . . . $47
When: Feb 2 – Mar 4
Online Course # OLE 132D2 . . . . . . . . . . . . $47
When: Mar 31 – Apr 30
Online Course # OLE 132D3 . . . . . . . . . . . . $47
When: May 4 – June 3

Storm Chasing

Ever wondered how storms form or what causes them? Learn about clouds and other storm phenomena and what tornado chasers need to know and do as they chase storms. Look at lightning, hurricanes, and other major weather events from the safety and comfort of your home – no umbrellas needed! Test your skills and knowledge about tornado chasing with a storm chaser simulation.

Online Course # OLE 133D1 . . . . . . . . . . . . $47
When: Feb 2 – Mar 4
Online Course # OLE 133D2 . . . . . . . . . . . . $47
When: Mar 31 – Apr 30

Unsolved Mysteries and the Unexplained

The Abominable Snow Man...Lock Ness Monster...Stonehenge. Do they make you wonder about the unexplainable! Explore introductory science concepts and conduct experiments – both on and off line. Use sliced cheese to understand fractures. What do cheeseburgers and science have in common? Participate in online treasure hunts to discover science concepts. Learn these fun things and more in this virtual science course.

Online Course # OLE 135D1 . . . . . . . . . . . . $47
When: Jan 12 – Feb 11
Online Course # OLE 135D2 . . . . . . . . . . . . $47
When: Feb 16 – Mar 18
Online Course # OLE 135D3 . . . . . . . . . . . . $47
When: Mar 19 – Apr 18
Online Course # OLE 135D4 . . . . . . . . . . . . $47
When: Apr 20 – May 20

Volcanoes

Looking to explore volcanoes...safely? We will set the temperature settings to simmer, boil, fry, and boil as we watch the volcanic action. Learn what makes a volcano erupt and how it affects you. Visit the most famous eruptions in history. Become aware of the beginning signs of eruptions and how to prepare for them in this online course from the comforts of your home.

Online Course # OLE 136D1 . . . . . . . . . . . . $47
When: Jan 12 – Feb 11
Online Course # OLE 136D2 . . . . . . . . . . . . $47
When: Feb 16 – Mar 18
Online Course # OLE 136D3 . . . . . . . . . . . . $47
When: Mar 19 – Apr 18
Online Course # OLE 136D4 . . . . . . . . . . . . $47
When: Apr 20 – May 20

When Pigs Fly

Discover the crazy logic of science! Explain the unexplainable! Explore introductory science concepts and conduct experiments – both on and off line. Use sliced cheese to understand fractures. What do cheeseburgers and science have in common? Participate in online treasure hunts to discover science concepts. Learn these fun things and more in this virtual science course.

Online Course # OLE 137D1 . . . . . . . . . . . . $47
When: Jan 12 – Feb 11
Online Course # OLE 137D2 . . . . . . . . . . . . $47
When: Feb 16 – Mar 18
Online Course # OLE 137D3 . . . . . . . . . . . . $47
When: Mar 19 – Apr 18
Online Course # OLE 137D4 . . . . . . . . . . . . $47
When: Apr 20 – May 20

Who wants to be a “Mathenaire?”

After this online adventure you will not need to use any lifelines on your road to success. Equip yourself with a higher understanding of Algebra, Geometry, Trig, and more, in a fun and interactive setting. One day this information could be worth millions to you!

Online Course # OLE 138D1 . . . . . . . . . . . . $47
When: Jan 12 – Feb 11
Online Course # OLE 138D2 . . . . . . . . . . . . $47
When: Feb 16 – Mar 18
Online Course # OLE 138D3 . . . . . . . . . . . . $47
When: Mar 19 – Apr 18
Online Course # OLE 138D4 . . . . . . . . . . . . $47
When: Apr 20 – May 20

ZIPPER CONNECTION

Never before has math been so much fun! Zip through problems online and participate in challenge puzzles with an alien. Use animals to help solve math problems. Tie knots online. Use the Zipper Connection to learn math computation, graphing, probability, polynomials, critical thinking, counting, numbers, problem solving, symmetry, and much more.

Online Course # OLE 139D1 . . . . . . . . . . . . $47
When: Jan 12 – Feb 11
Online Course # OLE 139D2 . . . . . . . . . . . . $47
When: Feb 16 – Mar 18
Online Course # OLE 139D3 . . . . . . . . . . . . $47
When: Mar 19 – Apr 18
Online Course # OLE 139D4 . . . . . . . . . . . . $47
When: Apr 20 – May 20

NEW!

Basic Interior Decoration

Age 18 and Up

Become familiar with and produce room layout drawings. Gain knowledge of historical periods of furniture and how to select style, color, accessories, and materials. Understand the use of scale and proportion while using basic budgeting techniques.

Instructor: Domenic Metta

He is skilled in projects of all sizes using AutoCAD, and has worked throughout the U.S., Europe, Japan, and Australia.

Course # HG107 . . . . . . . 12 hrs . . . . . . . . $63
When: Tues & Thurs Apr 2 – 28
Time: 6:00 p.m. – 7:30 p.m.
Where: DACC Central DAHL, RM 184

Carnivorous Plants

Need help with the insects around your house and yard? Discover an amazing variety of plants that capture insects. Investigate and explore Sundews, Venus Flytraps, Pitcher Plants, and Butterworts, and what they can do for you.

Online Course # OLE 102D1 . . . . . . . . . . . . $47
When: Jan 7 – Feb 6
**HOME & GARDEN**

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<tr>
<th>Course #</th>
<th>Title</th>
<th>Date</th>
<th>Time</th>
<th>Fee</th>
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<td>OLE 102D2</td>
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<td>OLE 102D3</td>
<td>Online Course</td>
<td>Mar 12 – Apr 11</td>
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<td>$47</td>
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<td>OLE 102D4</td>
<td>Online Course</td>
<td>Apr 14 – May 14</td>
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<td>$47</td>
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**Composting**

Water conservation and recycling awareness have made xeriscaping and composting very popular in the gardening and landscape areas. One-on-one online instruction will help beginners learn about the process.

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<td>OLE 104D2</td>
<td>Online Course</td>
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<td>OLE 104D3</td>
<td>Online Course</td>
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**Fabulous Faux: Classic, Tuscan, Metallics***

**Age 18 and Up**

Save thousands and learn a faster, easier way for beginners to use a patterned basecoat tool to replicate Old World, classic, romantic, or stone-like looks on your walls. Add the “pizzazz” of metallic for an extra wow factor. Like granite, marble, or travertine? This is the course to help mimic this texture! Learn how to have perfect edges, make your own glaze, and many different ways to finish off your look! Visit twistonwalls.com for a preview video.

M/S fee of $29 for kit payable to instructor at class. This kit is specific to this course. Bring a paint shirt.

**Instructor:** Linda Coffman has been in the wallpapering and faux finishing business since 1990. She has completed projects in homes, churches, businesses, and model homes in the Minneapolis area and now in Arizona. Through her experience, Linda has created processes that enhance her work and make it truly unique. She has taught more than 3,000 students in 15 states.

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<tr>
<th>Course #</th>
<th>Title</th>
<th>Time</th>
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<tr>
<td>HG101</td>
<td>Fabulous Faux: Classic</td>
<td>9:30 a.m. – 12:00 p.m.</td>
<td>$33</td>
</tr>
<tr>
<td>HG102</td>
<td>Fabulous Faux: Tuscan</td>
<td>1:00 p.m. – 3:30 p.m.</td>
<td>$33</td>
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</table>

**Introduction to Woodworking**

**Age 18 and Up**

Join this fun and popular woodworking course to learn how to safely and properly use all sorts of woodworking equipment while making different types of joints and finishing techniques. Students will select from several predetermined projects and bring the required supplies to the first class meeting so that you can complete your project during the course. Tools will be provided.

M/S fee of $10 for screws, nails, etc. payable to instructor at first class meeting. Students should bring a pair of safety glasses and wear closed toe shoes. Call 575 527 7527 for predetermined project sheets and bring materials to first class meeting.

**Hummingbirds**

Do you have an interest in hummingbirds? Learn about the life of hummingbirds and how nature has adapted to make these creatures unique little flying machines. Explore information about types of hummingbirds and their habitats. Read legends, stories, and myths in this online course.

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<td>OLE 115D1</td>
<td>Online Course</td>
<td>Jan 13 – Feb 12</td>
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<td>OLE 115D2</td>
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<td>Feb 16 – Mar 18</td>
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<td>OLE 115D3</td>
<td>Online Course</td>
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<td>OLE 115D4</td>
<td>Online Course</td>
<td>Apr 20 – May 20</td>
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**Insects: The Good, Bad, and Ugly!**

Insects have survived millions of years of a changing geographical environment, weather, planetary changes, humans, and animal predators. What kinds of survivalists are these insects? Which ones are good, which are bad, and which are ugly? Learn this and more in this online course.

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<th>Title</th>
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<th>Time</th>
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<td>OLE 116D1</td>
<td>Online Course</td>
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<td>OLE 116D2</td>
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<td>OLE 116D3</td>
<td>Online Course</td>
<td>Apr 22 – May 22</td>
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*Take a $10 discount when taking both Fabulous Faux courses this semester.*
(continued from previous page)
Course # HG104D1 . . . . . . 8 hrs. . . . . . . . $51
When: Sat Jan 24 – Jan 31
Time: 9:00 a.m. – 1:00 p.m.
Where: DACC Workforce, RM 126
Course # HG104D2 . . . . . . 8 hrs. . . . . . . . $51
When: Sat Mar 21 – Mar 28
Time: 9:00 a.m. – 1:00 p.m.
Where: DACC Workforce, RM 126

KIDS KOLLEGE

NEW!
A Parent’s Guide to the IEP
Help your child succeed in school. The Federal Individuals with Disabilities Education Act (IDEA), was put in place to make sure that every child with a diagnosed disability gets the help he or she needs throughout their education process. Parents have significant rights as advocates for their child, both before any evaluation is done as well as afterward if the child is determined to have special needs. Find out what an Individual Educational Program or Plan (IEP) is. Understand these rights and learn how to assure your child is receiving the accommodation she or he needs. Parental advocacy is essential for school success.
Instructor: Jeff Kritzer was a Special Education Resource Specialist for 25 years in the Los Angeles Unified School District. He has taught many children with disabilities and advised their parents on how to successfully navigate the special education process. He has a Ph.D. in Education and is currently a Professor in Teacher Education at a leading university.

NEW!
Drawing with Young Rembrandts
Age 5 to 12
Our favorite movie snacks will be featured in a Still Life drawing, and if your student loves nature and insects, he or she will love our stylized bee graphic. Learning to draw a face in profile will be challenging but exciting! Students will also explore the Far East as they draw the Great Wall of China.
Instructor: Young Rembrandts is located in 30 states across the US, taught by skilled instructors. Complex art projects and principles are mastered through a step-by-step method to help develop a child’s creativity. There is an emphasis on reinforcing and educating good character improved self-esteem, and self-ability.

NEW!
Cartoons with Young Rembrandts
Age 5 to 12
Learn to draw cartoon faces and exaggerate facial features as you explore the humorous sides of kids and parents. Incorporate sound effects into art, taking any masterpiece to a new level of excitement. Personify ordinary animals, transforming them into cartoon characters and telling jokes on paper is the focus of many of our lessons. Make stylized dogs, wild monkeys, and funny bunnies. Have you ever seen a dolphin playing tennis? Well, you will!
Instructor: Young Rembrandts is located in 30 states across the US, taught by skilled instructors. Complex art projects and principles are mastered through a step-by-step method to help develop a child’s creativity. There is an emphasis on reinforcing and educating good character improved self-esteem, and self-ability.

NEW!
Healthy Cooking for Kids
Age 8 to 12
Kids will learn to prepare dishes from different parts of the world in a healthy way. Discover nutritious ingredients and fun ways to cook that will remain with them for their whole life.
M/S fee of $35 payable to instructor at first class meeting
Instructor: Wendy Harvey has MAs in Anthropology and Spanish from NMSU and has studied cultural anthropology with an emphasis on traditional foods. Wendy has lived in Mexico, England, and the US and traveled to many parts of Europe and Brazil. She enjoys the foods and cultures of indigenous communities in central Mexico and the states of Michoacán, Guanajuato, Puebla, Oaxaca, and Chiapas.

NEW!
Enhancing Language Development in Childhood
Follow your child’s lead and have fun while enhancing language development! Fun and user-friendly – for parents, teachers, and caregivers. Discover how children learn to process language and how they become proficient speakers and thinkers through speech, brain, and language development.

Interested in teaching for Community Education?
Visit our Web site for details on how to submit a course proposal.
Web site: http://dacc.nmsu.edu/comed/

“How To Read Course Information” is located on Page 30. If you have any concerns about finding the campus or building, please contact DACC Community Ed before your courses begin.
Managing Life as a Single Parent
You love your kids more than anything in the world, but being a single parent is hard work. Whether you’re single by choice or because of divorce, loss, or separation, this online parenting course will help you manage your life more effectively, from streamlining your daily routines and dealing with challenging behaviors at home to handling conflicts with your ex and making decisions about dating. You’ll also learn how to build a support network, manage your finances, discipline your kids, and much, much more.

Parenting Gifted Children
Raising gifted children in an educational climate where the focus is on mass proficiency and “grade level outcomes” make it difficult to challenge students who are academically advanced. You will learn how to accommodate your children’s academic and social-emotional needs both at home and school, while staying sane in the process.

Instructor: Steve Schroeder-Davis has taught advanced classes and coordinated K–12 gifted services for 41 years. He teaches gifted education courses for several universities and is a columnist for Understanding Our Gifted and speaks and consults on gifted education throughout the country. Steve and his wife have three gifted children.

Online Course # ETG149 .......................... $65

Understanding Adolescents
Learn about the many physical, emotional, and cognitive changes that affect teens and understand the significance of these changes. Uncover the secrets of the adolescent mind and gain valuable information on how they think and feel, and how their identity develops.

Online Course # UGOT164 .......................... $148

Spanish for Beginners I
Age 16 and UP
Learn how to greet people and introduce yourself, converse on the telephone with merchants and hotel staff, and order food. Discover how to ask and understand directions. Learn the days of the week, months of the year, counting to 1,000, how to change money to the local currency, and much more.

Instructor: John Andrews has a Master’s in Curriculum and Instruction, Spanish, ESL, and Bilingual Education. He has a BA in Latin American Studies and ten years of experience in teaching ESL classes. John has lived and traveled in Chile, Peru, Argentina, Bolivia, and Mexico and is excited to share his love of Spanish with his students.

Course # LA114 .......................... 12 hrs. $63
When: Wed Jan 21 – Feb 25
Time: 6:00 p.m. – 8:00 p.m.
Where: DACC Central DAHL, RM 184

Students with ASD (Autism Spectrum Disorder)
For parents of children who have been diagnosed with ASD (Autism Spectrum Disorder)—a neurological disorder on the autism spectrum. Find out how to work effectively with your child, to create the most positive learning environment, in and outside of school for your child. Then take away strategies for working effectively with your child’s teachers. The course is geared for parents and teachers, but it is also relevant for anyone else interested in understanding this important issue.

Instructor: Julie Coates is an experienced researcher, teacher and trainer in the area of students with Asperger’s. She teaches courses at the graduate level in adult and higher education for the University of South Dakota, does seminars, training and online courses for K–12 teachers, and has experience teaching in an elementary school. Julie wrote the pioneering book Generational Learning Styles and authored a chapter on students with Asperger’s as co-author of the new book, The Pedagogy of the 21st Century.

Online Course # UGOT161D2 .......................... $148

For Building Key
See Page 29
**Spanish for Beginners II**

Age 16 and Up

Continue developing your skills in the Spanish language. Learn how to speak Spanish with merchants and how to travel using airplanes, trains, and rental cars. Practice conjugating present tense verbs and checking in and out of hotels, and making reservations at restaurants and events. Learn how to communicate with medical personnel in case of illness.

**Instructor:** John Andrews has a Master’s in Curriculum and Instruction, Spanish, ESL, and Bilingual Education. He has a BA in Latin American Studies and ten years of experience in teaching ESL classes. John has lived and traveled in Chile, Peru, Argentina, Bolivia, and Mexico and is excited to share his love of Spanish with his students.

Course # LA115 . . . . . . . 12 hrs . . . . . . . . . $63
When: Wed Apr 1 – May 6
Time: 6:00 p.m. – 8:00 p.m.
Where: DACC Central DAHL, RM 184

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**MUSIC, DANCE & THEATER**

**Introduction to Line Dance**

Age 16 and Up

Learn to line dance step-by-step. This popular dance form focuses on easy and fun dance moves in an informal setting. No previous dance experience is required. It’s a great way to exercise and the music is motivating too!

**Instructor:** Cheryl Koelsch-Lither has been teaching dance for over 50 years. With an MA in Ballet and Modern Dance from the University of Utah, Cheryl learned to line dance in 2006 when she retired in Las Cruces. She currently has students who range in age from 20’s to 80’s and is frequently asked to be a Line Dance Demonstrator at jambores around New Mexico.

Course # MD104 . . . . . . . 8 hrs . . . . . . . . . $51
When: Tues Jan 13 – Mar 3
Time: 5:30 p.m. – 6:30 p.m.
Where: Good Samaritan Creative Arts Room

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**How to Play Piano by Ear**

Age 13 and Up

Learn one of music’s mysteries – how to play songs without relying on sheet music. Free yourself from sheet music dependence! A practical presentation of music theory that includes predicting chord progressions, learning from recordings, and transposing – in everyday language. An ideal follow-up to the Instant Piano course. Open to anyone with a basic understanding of chords on any instrument.

**M/S fee of $29 payable to instructor at class for book and practice CD**

**Instructor:** Craig Coffman has more than 20 years of experience teaching piano and guitar, having also been a professional pianist and music director. His piano and guitar seminars, offered through community colleges and community education programs, have been attended by more than 20,000 students over the last 15 years.

Course # MD101 . . . . . . . 2.5 hrs . . . . . . . . $33
When: Sat Jan 31
Time: 12:15 p.m. – 2:45 p.m.
Where: DACC Workforce Center, RM 123

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**Instant Guitar for Busy Adults and Teens**

Age 13 and Up

Have you ever wanted to learn the guitar, but simply don’t have the time? In just a few hours you can learn enough about playing the guitar to give you years of musical enjoyment. Learn the three main types of chords, how to tune your guitar, basic strumming patterns, how to play along with simple tunes, and much more.

**M/S fee of $29 payable to instructor at class for workbook and practice DVD**

**Instructor:** Craig Coffman has more than 20 years of experience teaching piano and guitar, having also been a professional pianist and music director. His piano and guitar seminars, offered through community colleges and community education programs, have been attended by more than 20,000 students over the last 15 years.

Course # MD103 . . . . . . . 3 hrs . . . . . . . . . $33
When: Sat Jan 31
Time: 8:30 a.m. – 11:30 a.m.
Where: DACC Workforce Center, RM 123

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**PERSONAL ENRICHMENT**

**A to Z Grant Writing**

An invigorating and informative course that will equip you with the skills and tools you need to enter the exciting field of grant writing! Learn how to raise needed funds by discovering how and where to look for potential funders who are a good match for your organization. Also learn how to network and develop true partnerships with a variety of funders, how to organize a successful grant-writing campaign, and how to put together a complete proposal package. No matter who you are or what level of experience you have, you’ll find the A to Z of writing and submitting successful proposals here!

Online Course # ETG165 . . . . . . . . . . . . . . . . . . $75

**REGISTRATION:**
Phone — 575.527.7527 • Fax — 575.527.7701 • Office — 2345 E. Nevada Ave., Las Cruces • dacc.nmsu.edu/comed/
Advanced Grant Proposal Writing

Do you know the best way to present information in a grant proposal? An experienced grant writer will show you how to research and write winning proposals that get funded. Become proficient in the proposal format used by the vast majority of public foundations. Learn what to do—and more importantly what not to do—on your cover sheet, narrative, background page, and your stakeholder and third-party evaluation plan. Before the course is over, you will have discovered a number of significant finishing touches that can give your project the edge over others. You’ll know the best type of paper to use, which buzzwords to include, which fonts work best, which types of graphics to include, and a variety of formatting techniques that will make your proposal more competitive. You’ll also learn about the importance of obtaining community and political support before submitting a proposal to any government agency.

Instructor: Simon Salt is the CEO of Marketing Communications Agency, Inc. and the author of Social Location Marketing. A blogger, writer, and digital strategist, Simon frequently speaks internationally on the topics of digital, mobile, and social marketing.

Online Course # UGOT103D1 . . . . . . . . . . $198
When: Mar 2 – 27

Boosting Your Website Traffic

Acquire the basic skills to boost your Web site traffic, including how to analyze your visitor traffic, how to use search engine optimization to get greater visibility and exposure in Google searches, and how to redesign your Web site copy to increase your visitors and results. No experience necessary, but if you are at an advanced level, your instructor is an SEO expert and can answer your toughest questions as well.

Instructor: Dan Belhassen is an expert in eMarketing. Dan does writing, training, and consulting all over North America on the topic. He is the founder of Modern Earth which conducts a range of eMarketing for its clients, including e-mail promotions, Web site development, search engine optimization, and online advertising.

Online Course # UGOT101 . . . . . . . . . . $248
When: Apr 6 – May 1

Content Marketing

You have a Web site, but why will your customers want to come back or buy something or take action? Do you really know who you are selling to? Do you know what you want to say to them? Do you know how you want to say it? Discover ways to identify who your ideal audience is. Learn how to create content that is engaging and purposeful. Find out what you want to say to them. Explore where you want to say it. And finally, find out how you want to say it. In one month, you will be better equipped to create your own content marketing strategy and create a content-rich Web site that exceeds the needs of your visitors.

(continues on next page)
Creating Cell Phone Apps for Your Business

It seems that nearly everyone is carrying and using a smart phone these days. Smart organizations across the globe are investing in building smartphone applications. The challenge with traditional smartphone applications is that development is highly technical and very expensive. In this four-week course, we will provide you with step-by-step instructions on how non-technical users can build, deploy, and market smartphone applications across Android and iPhone platforms. This course is ideal for business owners and executives who want to understand how smartphone applications can be inexpensively built and also for technical users who want to understand how to quickly deploy smartphone applications. At the end of this course, each participant will discover how easily they can build smart phone applications for their businesses, without any of the programming which is normally required.

Instructors: Dan Belhassen is an expert in eMarketing. Dan does writing, training, and consulting all over North America on the topic. He is the founder of Modern Earth which conducts a range of eMarketing for its clients, including email promotions, Web site development, search engine optimization, and online advertising. Dan Belhassen is a veteran speaker, consultant, client advocate, and sales executive. Dan does writing, training, and consulting all over North America on the topic. He is the founder of Modern Earth which conducts a range of eMarketing for its clients, including email promotions, Web site development, search engine optimization, and online advertising.

Evernote

Save project inspiration you find online and in the real world with Evernote. Snap a picture, record audio, clip entire Web pages. Save all kinds of information (documents, hand-written notes, audio, images) in one place. Record meetings, store files, save receipts, scan contracts, and store contacts. Create a digital file cabinet for all of your projects, documents, and to-dos; add multiple layers of organization using notebooks, notebook stacks, and tags. Find what you need fast. Search by keyword or tag and quickly find what you are looking for (even typed and handwritten text inside of attached photos, images, PDFs, documents, spread sheets, and presentations).

Instructor: Kimba Green is founder of White Lion Social, a social media training, management, and training company, where she works with commercial, government, small business, and corporate clients. She specializes in user interface, interaction, community building, and tool assessment, and teaches courses for several universities on social media, marketing, communications, tools, and apps, including Evernote and Prezi.

Facebook for Business

Find out what goes on behind the scenes on Facebook Pages and how to increase the chances that your message is seen and acted on. Discover new tools and proven techniques to increase business and expand your reach. Discuss how to adapt your marketing message for the Facebook platform and how to integrate Facebook across all marketing areas. This is an advanced class and assumes you have started a page on Facebook and have some basic knowledge of the platform. It includes the most current updates Facebook has made to pages.

Instructor: Nicole Siscaretti is an entrepreneur and travel blogger celebrating Disney, Orlando fun, and more. She has a special skill at making simple photos look stunning while also telling a story. She has spoken at New Media Expo and teaches Marketing with Images, and iPhone Photography, two popular online classes.

Google Analytics

If you are not reviewing your Web site statistics, then you are missing several key opportunities to profit from your Web site traffic. Aimed at non-technical users, you will go through all the key techniques and how to use Web site analytics using the world-standard Google Analytics, a free online tool. You’ll understand your visitor traffic better, learn how to calculate return on investment (ROI) for your online advertising, and find out how to get more conversions and sales from your Web site visitors. A must for anyone serious about leveraging more success from their Web site.

Instructors: Dan Belhassen is an expert in eMarketing. Dan does writing, training, and consulting all over North America on the topic. He is the founder of Modern Earth which conducts a range of eMarketing for its clients, including email promotions, Web site development, search engine optimization, and online advertising. Susan Hurrell is an Online Marketing Specialist with Modern Earth. Susan helps clients learn how to connect Web viewers to the products, services, or information they are searching for—PPC or Facebook ads, search engine optimization, and dynamic sell-copy creation to increase Web site effectiveness are her specialties.
Google+  
Google+ has surpassed Twitter to become the second largest social network next to Facebook. Discover the best ways to use this popular and emerging social media platform to raise your online profile, and connect with current and potential new contacts. You’ll learn the advantages of using Google+ and how it can help your organization to engage existing users and grow your base. Discover techniques for using the platform to create relationships and expand your reach and knowledge in particular subject matter areas.

Instructor: Jeff Kart is a communications advisor for an international governmental organization, managing editor for a scientific publication, and a former environmental journalist with more than 20 years of experience in writing, editing, and social media.

Online Course # UGOT151 . . . . . . . . . . $198
When: Apr 6 – May 1

Google Apps for Business  
Google has variety of Web-based applications and tools to help you become more productive, including Gmail, Google Calendar, Drive, Hangouts, Documents, Spreadsheets, Presentations, and more. Move beyond the basic features you figured out on your own. Be able to use them to work collaboratively and increase productivity. Learn how to run online meetings and webinars. Learn the ins and outs of all the tools Google has to help you become more productive and improve your work communication skills. You will learn time saving tips and strategies to get more done in your work and personal life.

Instructor: Jennifer Selke is a nationally known expert, speaker, and consultant in the area of social media. She is a faculty member in the University of California Berkeley Graduate School of Education and is affiliated with the Berkeley Center for New Media.

Online Course # UGOT152D1 . . . . . . . . . . $198
When: Mar 2 – 27

Online Course # UGOT152D2 . . . . . . . . . . $198
When: May 4 – 29

Growing Your Business with Self-Publishing  
A book can help you expand your business in the way no form of advertising can. Designed to help entrepreneurs, businesses, and organizations self-publish as well as gain a complete understanding of this often-complicated marketplace. Learn how to understand your publishing options and select the best pathways given your business and personal objectives. Understand how to work with print on demand (POD) companies that print books in small quantities economically.

Instructor: Penny C. Sansevieri, Founder and CEO Author Marketing Experts, Inc., is a best-selling author and internationally recognized book marketing and media relations expert. She is an Adjunct Professor teaching self-publishing and has authored 12 books. Penny’s company is one of the leaders in the publishing industry and has developed some of the most innovative Social Media/Internet book marketing campaigns.

Online Course # UGOT157D1 . . . . . . . . . . $198
Online Course # UGOT157D2 . . . . . . . . . . $198

Improving Email Promotions  
Discover new ways to improve your email promotions, including when to email, what to email, and testing email copy. Then find out how to analyze your email response rates, including getting the bench marks for open rates and click through rates. Learn how to improve your email promotion and responses with tracking and testing. Get a basic introduction to email promotions. If you are advanced, your instructor is an email expert and can answer your toughest questions as well.

Instructors: Dan Belhassen is an expert in eMarketing. Dan does writing, training, and consulting all over North America on the topic. He is the founder of Modern Earth which conducts a range of eMarketing for its clients, including email promotions, Web site development, search engine optimization, and online advertising. Susan Hurrell is an Online Marketing Specialist with Modern Earth. Susan helps clients know how to connect Web viewers to the products, services, or information they are searching for—PPC or Facebook ads, search engine optimization and dynamic sell-copy creation to increase Web site effectiveness are her specialties.

Online Course # UGOT139D1 . . . . . . . . . . $198
Online Course # UGOT139D2 . . . . . . . . . . $198

Instagram for Business  
With over 100 million users, Instagram is a marketing gold mine. Discover ways to have your audience generate excellent content for you. Build your community while doing it. Learn how to make hashtags work for you, how to make and keep your followers happy, and how a small input can cause exponential growth. We’ll also explore Dos and Don’ts of Instagram to get you on the fast track to success. Make the most of Instagram and lead your business to unending exposure. An android or iOS device is needed to take full advantage of the exercises in this class.

Instructor: Nicole Siscaretti is an entrepreneur and travel blogger celebrating Disney, Orlando fun, and more. She has a special skill at making simple photos look stunning while also telling a story. She has spoken at New Media Expo and teaches Marketing with Images, and iphone Photography, two popular online classes.

Online Course # UGOT153D1 . . . . . . . . . . $198
Online Course # UGOT153D2 . . . . . . . . . . $198

Integrating Social Media in Your Organization  
Gain a practical strategy and techniques for implementing social networks for your organization or business. Learn how to create your own private social network, using Ning, work socially using Google Docs and calendars, and move your Web site to an interactive Web 2.0 site. Your instructor will help you choose which social network tools are right for your situation, and help integrate them into your Web site to develop a social networking strategy for your organization. Find out what you can be doing, what you should be doing, and create a plan to integrate social networks into your communication and marketing plans.

(continues on next page)
Introduction to Inbound Marketing

Inbound marketing is a process of using your Web site in a way that attracts visitors naturally through search engines, the blogosphere, and social media. The average human today is inundated with more than 2000 outbound marketing interruptions per day — and we’re all figuring out how to block them. Discover how to attract customers to your site, what kind of content to share with them, how to use landing pages and forms to collect names and email addresses, and how to implement lead-nurturing campaigns that result in sales.

Instructor: Suzanne Kart is Director of Marketing for the Learning Resource Network and a national expert on generational communication. Her current work involves Twitter, eMarketing, social networks, and blogs, as well as traditional print and direct marketing.

Online Course # UGOT144D1 ............... $198
Online Course # UGOT144D2 ............... $198

Introduction to Mobile Marketing

More than half of U.S. consumers who’ve made purchases on their smartphones have done so in response to mobile marketing messages, with smartphone sales exceeding $420 million in 2011. The way consumers are interacting with brands and connecting to the world is changing because of mobiles. Find out about location-based marketing, mobile payments, QR codes, applications, and mobile coupons. You will learn how mobile marketing can increase your capabilities to retain current customers and gain new ones.

Instructor: Simon Salt is the CEO of Marketing Communications Agency, Inc. and the author of Social Location Marketing. A blogger, writer, and digital strategist, Simon frequently speaks internationally on the topics of digital, mobile, and social marketing.

Online Course # UGOT114D1 ............... $198
When: Feb 2 – 27
Online Course # UGOT114D2 ............... $198
When: Apr 6 – May 1

LinkedIn for Business

LinkedIn is the most popular business social network and the Web site for professionals to network, build business relationships, and provide or receive referrals. Most people rarely get beyond setting up a profile, and therefore miss out on all the advanced features that have come to make LinkedIn so popular. Learn how to set up your profile so that it gets noticed by others. Discover how LinkedIn can be used to generate leads, recruit new employees, and find new jobs. This class will cover all the intricacies of LinkedIn to help you create, customize, and optimize your presence on LinkedIn.

Instructor: Jennifer Selke is a nationally known expert, speaker, and consultant in the area of social media. She is a faculty member in the University of California Berkeley Graduate School of Education and is affiliated with the Berkeley Center for New Media.

Online Course # UGOT114 ............... $198

Marketing eBooks

Having a book idea and publishing it is only half the recipe for success. Find out how to get the word out to your target market and discover various marketing avenues for your book. Acquire information on which social media site(s) make sense for your audience and how to maximize your effort by minimizing your time online. Most importantly, you will create a marketing plan so you can map out your marketing steps from start to finish.

Instructor: Penny C. Sansevieri, Founder and CEO Author Marketing Experts, Inc., is a best-selling author and internationally recognized book marketing and media relations expert. She is an Adjunct Professor teaching self-publishing and has authored 12 books. Penny’s company is one of the leaders in the publishing industry and has developed some of the most innovative Social Media/Internet book marketing campaigns.

Online Course # UGOT158 ............... $198
Marketing Using Social Media

Develop a two-way communication and marketing strategy for your organization using social media. Let your instructor guide you in exploring major social media, including Twitter, LinkedIn, and blogging. Learn quick, easy ways to use Twitter, blogs, and LinkedIn to engage your customers or clients and keep them interested in your organization or business. You’ll find out the advantages and disadvantages of each, and learn what’s right for your work and kind of organization.

Instructor: Suzanne Kart is Director of Marketing for the Learning Resource Network and a national expert on generational communication. Her current work involves Twitter, eMarketing, social networks, and blogs, as well as traditional print and direct marketing.

Online Course # UGOT118D1 . . . . . . . . . . . $198

Online Advertising

Get the keys to making online advertising work for you and your organization. See how pay-per-click advertising with Google AdWords works. Find out how to test low budget Adword campaigns. Learn how you can target local audiences. Then discover Facebook advertising and how you can determine the demographics and even numbers of people you want to reach. No experience necessary, but if you are at an advanced level, your instructor is an online ad expert and can answer your toughest questions as well.

Instructor: Dan Belhassen is an expert in eMarketing. Dan does writing, training, and consulting all over North America on the topic. He is the founder of Modern Earth which does a range of eMarketing for its clients, including email promotions, Web site development, search engine optimization, and online advertising.

Online Course # UGOT121 . . . . . . . . . . . . $198

When: Apr 6 – May 1

Podcasting

Businesses are turning to podcasting to grow their brand and connect with customers. People with a niche hobby are turning podcasts into a business. Podcasting is experiencing a rebirth as mobile devices are everywhere. The intimate nature of the audio medium allows potential clients to get to know who you are and determine if you are the kind of company with which they want to do business. Learn how to take your business or hobby and turn it into a podcast. This step-by-step class will take you from start to finish and cover the required elements needed to get your show online. Come to this course with your idea and end with your show online for all to hear.

Instructor: Travis Allison is Social Catalyst’s Creative Director and one of our social media experts and coaches. He specializes in online marketing and social media and has worked as a non-profit Executive Director, a firefighter and professional photographer. Travis produced 4 podcasts of his own and has consulted with best-selling authors, businesses, and non-profit organizations on creating podcasts for their promotions.

Online Course # UGOT154D1 . . . . . . . . . . . $248
Online Course # UGOT154D2 . . . . . . . . . . . $248

Program Evaluation for Non-Profits

Enhance your understanding of program evaluation within the nonprofit context. Find out how to improve your evaluation planning, data collection, data analysis, and data use. Special attention will be paid to the real-world challenges that organizations may face when conducting evaluations, including staff time, and costs incurred in reporting evaluation results to funders. By the close of the course, you will have a complete program logic model and evaluation plan ready for implementation.

Instructor: Myia Welsh, MSW, has over 12 years of experience working in the nonprofit sector. As an evaluation consultant, she works with nonprofits and foundations to evaluate what differences programs are making through a variety of formats. Myia holds a Master of Social Work Degree with a concentration in social policy and program evaluation from the University of Michigan.

Online Course # UGOT124 . . . . . . . . . . . . $248

When: Apr 6 – May 1

Researching Public Records

Have you ever wanted to look up some information on your ancestors? Or find out the ownership history of a certain piece of property in your town? Or maybe you want to know if a potential employee, tenant, or companion has a criminal background. With this course, you will learn how to utilize free or low-cost Web sites and gather the information you seek without hiring an expensive (and sometimes unreliable) 3rd party research firm.

Instructor: Leigh Ann Wilson is Assistant Professor of History at Brandman University. She earned her Ph.D. in US History with an emphasis on 20th century United States, Immigration, Race, Ethnicity and Latin America from the University of Memphis. Her dissertation studied the intersection of education, media, and immigration during the 1930s, where she made extensive use of public records.

Online Course # UGOT155D1 . . . . . . . . . . $198
Online Course # UGOT155D2 . . . . . . . . . . $198

Revenue Generation for Non-Profits

Build revenue streams for your non-profit organization. They are essential not only to keep your doors open, but also to expand your services. Discover how to increase revenue from your current activities. Develop strategies for building new ones. Know how to effectively set prices or fees. Understand the 20% that generates 80% of your revenue. After taking this course, you will have the knowledge to improve your revenue generation and generate a better surplus.

Instructor: Fred Bayley has been developing extraordinary customer service in an organization for many years, and through many technology and information source changes. He focuses on soft skills development which often results in a doubling or more of profits. Fred facilitates workshops on customer service, team building, and building positive relationships.

Online Course # UGOT126D1 . . . . . . . . . . $498
When: Feb 2 – Mar 27
Online Course # UGOT126D2 . . . . . . . . . . $498
When: Apr 6 – May 29

For Building Key
See Page 29
Self-Publishing eBooks
Ebooks are becoming more popular than ever, especially with the release of the iPad and other tablet computers. In addition to publishing fiction and non-fiction books, individuals and companies are using ebook publishing as a way to market products, services, and ideas. Discover what makes a great ebook and how you go about creating, formatting, and publishing your ebook. Learn the steps necessary to create your ebook with text, photos, illustrations, audio, videos, and hyperlinks to Web sites. Understand the different options you have in self-publishing and distributing your ebook. Walk away not only knowing how to make an ebook but how to market it as well.

Instructor: Tim Street is an American writer, producer, and director. He is one of the pioneers in using the Internet as a storytelling device and is the Creator/Executive Producer of a popular viral video series and the author of the iPad Mystery Thriller enhanced ebook. Tim is excited to share his knowledge with his students.

Online Course # UGOT143D1 . . . . . . . . . . $248
When: Mar 2 – 27
Online Course # UGOT143D2 . . . . . . . . . . $248
When: May 4 – 29

Video Marketing
Sight, sound, and motion are much more compelling than static words on a page. Video is very hypnotic and it quickly speeds up the “know, like, and trust,” factor with your audience. You will discover how to use simple online video to quickly bond with your viewer, drive traffic to your Web site, boost business, and build brand awareness. Find out how to shoot simple, effective videos without costly or fancy equipment or savvy technical skills. Discover the secrets to creating content that commands attention. Learn how to dominate Google and YouTube with your video and to strategically use YouTube to market your business 24/7—even while you sleep.

Instructor: Erin Huggins is a recognized entrepreneur with a global client base. For the past several years, Erin has been passionate about teaching her insider video marketing and YouTube secrets to fellow small business owners and anyone looking to build brand identity or to use video to get their messages to the masses.

Online Course # UGOT132D1 . . . . . . . . . . . . . . . $248
Online Course # UGOT132D2 . . . . . . . . . . . . . . . $248

YouTube for Business
Increase your business with YouTube, the online video site and now the second largest search engine. Discover the power of video for your organization, and how to use video as a marketing tool to reach and serve more people. Find out what types of video work best on YouTube, how other business organizations are using YouTube, how to create your own YouTube channel, and the techniques of adding captions, annotations, and other extra features. After attending this course you will take back proven strategies and techniques for making YouTube work successfully for your organization.

Instructor: Rob Lee is an entrepreneur, author, and Google Geek. Rob’s secret for success: simple online video. Rob is a YouTube partner, creating entertaining, and informative videos. For the past several years he’s been teaching his YouTube secrets to anyone looking to build brand identity or to use video to get their messages to the masses.

Online Course # UGOT133D1 . . . . . . . . . . . . . . . $248
Online Course # UGOT133D2 . . . . . . . . . . . . . . . $248

NEW!
Individual Defensive Instincts
Age 15 and Up
A self-defense training to program developed for women of all ages and abilities. The objectives are to enhance one’s instincts as a first line of defense and the practice of easy retainable techniques. No previous experience required.

Instructor: Albert Ortiz is a retired federal agent with 27 years’ experience. His duties included teaching at the Federal Law Enforcement Training Center located in Brunswick, Georgia. He has trained police personnel in the use of defensive tactics and other police weapons like batons, etc. He teaches that being a victim is not an option.

Course # SA113D1 . . . . . . . . . . . . . . . . . . . . . . . $49
When: Tues & Thurs Feb 3 – 5
Time: 6:00 p.m. – 8:00 p.m.
Where: Hatch Learning Center, RM 120
Course # SA113D2 . . . . . . . . . . . . . . . . . . . . . . . $49
When: Tues & Thurs Feb 17-19
Time: 6:00 p.m. – 8:00 p.m.
Where: DACC Workforce Center, RM 119
Course # SA113D3 . . . . . . . . . . . . . . . . . . . . . . . $49
When: Tues & Thurs Mar 3-5
Time: 6:00 p.m. – 8:00 p.m.
Where: Hatch Learning Center, RM 120
Course # SA113D4 . . . . . . . . . . . . . . . . . . . . . . . $49
When: Tues & Thurs Mar 17-19
Time: 6:00 p.m. – 8:00 p.m.
Where: Hatch Learning Center, RM 120
Course # SA113D5 . . . . . . . . . . . . . . . . . . . . . . . $49
When: Tues & Thurs Apr 7-9
Time: 6:00 p.m. – 8:00 p.m.
Where: Hatch Learning Center, RM 120
Course # SA113D6 . . . . . . . . . . . . . . . . . . . . . . . $49
When: Tues & Thurs Apr 14-16
Time: 6:00 p.m. – 8:00 p.m.
Where: DACC Workforce Center, RM 119
Continue to Write Your First Book: Adding More Elements to Your Story
Age 16 and Up

Your first book consists of more than just your idea, characters, and what they say to each other. You also need to add descriptions, create a plot, develop scenes, decide the viewpoint, and add lots of conflict. You’ll learn about working with these elements in this course.

Instructor: Barbara Alvarez, professional writer and novelist, has written over 3,000 non-fiction articles on a wide range of topics. She has written and self-published a non-fiction book under a pen name, as well as writing a romance novella under her own name. Barbara has written other manuscripts that are in the self-publishing process.

Course # WR134 . . . . . . . 6 hrs . . . . . . . . $39
When: Tues Feb 3 – Mar 10
Time: 6:30 p.m. – 7:30 p.m.
Where: DACC Central DAHL, RM 184

Get Ready to Write Your First Book!
Age 16 and Up

You’ve thought about writing a book. You know, the book that wants to come out. How do you start? Learn techniques for getting in touch with your book idea and getting it out onto the handwritten page or computer screen.

Instructor: Barbara Alvarez, professional writer and novelist, has written over 3,000 non-fiction articles on a wide range of topics. She has written and self-published a non-fiction book under a pen name, as well as writing a romance novella under her own name. Barbara has written other manuscripts that are in the self-publishing process.

Course # WR113 . . . . . . . 6 hrs . . . . . . . . $39
When: Mon Feb 2 – Mar 9
Time: 6:30 p.m. – 7:30 p.m.
Where: DACC Central DAHL, RM 184
Online Course Information
Most online courses are available for 30 days. The course is entirely self-paced. You do not need to download special software or wait for future lessons. Within that 30 day session you can access and work on any course 24 hours a day and work as little or as much as you like -- whatever suits you best. You can even skip a few days. To budget your time, plan on an average of 5 hours per week of online instruction. This includes reading the course materials and following suggested links. If needed, free extensions are offered on all courses to allow ample time for completion.

Once you register, you will be contacted by the instructor before class begins with a User ID and Password and instructions to access the course. The instructor works with you one-on-one via email (so you don’t have to worry about your email address getting out to others).

### How to Read Course Information

<table>
<thead>
<tr>
<th>Sample Course Information</th>
<th>How to Interpret</th>
</tr>
</thead>
<tbody>
<tr>
<td>M/S fee $15, payable to instructor</td>
<td>Materials/supplies (M/S) fee payable directly to the instructor, at the first course meeting</td>
</tr>
<tr>
<td>Course # XX102, 2 hrs, $10</td>
<td>Course number used to register for the course, total number of hours in the course, and course cost (excluding M/S fee)</td>
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<tr>
<td>When: Tues July 3</td>
<td>Weekday(s) and date(s) of course meetings</td>
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<tr>
<td>Time(s): 5:30 p.m. – 7:30 p.m.</td>
<td>Course meeting time(s)</td>
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<tr>
<td>Where: DACC East Mesa DAEM, RM 107</td>
<td>Location where course will be offered</td>
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### MISSION VISION VALUES

DACC is a responsive and accessible learning centered community college that provides educational opportunities to a diverse community of learners in support of workforce and economic development. DACC will be a premier learning college that is grounded in academic excellence and committed to fostering lifelong learning and active, responsible citizenship within the community.

As a learning-centered community college, DACC is committed to the following core values:

**EDUCATION THAT**
- offers lifelong learning opportunities
- fosters dynamic learning environments designed to meet the needs of our students
- guarantees equality of rights and access
- ensures integrity and honesty in the learning process

**STUDENTS WHO WILL BE**
- respected for their diversity
- provided with a safe and supportive learning environment
- challenged to become critical and independent thinkers
- expected to take an active role in their learning process

**LEADERS AND EMPLOYEES WHO**
- practice transparency and inclusiveness in decision-making through shared governance and with external stakeholders
- encourage and support professional growth
- demonstrate high ethical standards and integrity
- encourage collaborative interaction among faculty and staff
- practice responsible fiscal management and personal accountability
- ensure equal opportunities for a diverse faculty and staff

**COMMUNITIES THAT**
- build partnerships, including educational alliances
- strengthen industry partnerships to provide workforce development services and programs in support of economic development
- develop and adapt instructional programs in response to changing educational needs

http://dacc.nmsu.edu
### Classroom Number Prefixes and Building Locations

#### DACC BUILDINGS

<table>
<thead>
<tr>
<th>ROOM #</th>
<th>PREFIX</th>
<th>CAMPUS—BUILDING</th>
</tr>
</thead>
<tbody>
<tr>
<td>DAAR</td>
<td>East Mesa—Academic Resources Building</td>
<td></td>
</tr>
<tr>
<td>DAAU</td>
<td>East Mesa—Auditorium</td>
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</tr>
<tr>
<td>DACH</td>
<td>Chaparral Center</td>
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</tr>
<tr>
<td>DACL</td>
<td>Central—General Classroom Building</td>
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<tr>
<td>DADM</td>
<td>East Mesa—Digital Media Building</td>
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<td>DAEM</td>
<td>East Mesa—East Mesa Main Building</td>
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<tr>
<td>DAGC</td>
<td>Gadsden Campus</td>
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</tr>
<tr>
<td>DAHC</td>
<td>Hatch Center</td>
<td></td>
</tr>
<tr>
<td>DAHL</td>
<td>Central—Health Services Building</td>
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<tr>
<td>DALR</td>
<td>Central—Learning Resources Building</td>
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<tr>
<td>DAMA</td>
<td>Central—Main Building</td>
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<tr>
<td>DASP</td>
<td>Sunland Park Campus</td>
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<tr>
<td>DASR</td>
<td>East Mesa—Student Resources Building</td>
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<tr>
<td>DATS</td>
<td>Central—Technical Studies Building</td>
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<tr>
<td>DAWD</td>
<td>Workforce Center 2345 E. Nevada Ave.</td>
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#### BUILDINGS AT OTHER LOCATIONS

<table>
<thead>
<tr>
<th>ROOM #</th>
<th>PREFIX</th>
<th>LOCATION</th>
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<tbody>
<tr>
<td>EC1</td>
<td>Engineering Complex I, NMSU Campus</td>
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</tr>
<tr>
<td>ECHS</td>
<td>Early College High School, NMSU Campus</td>
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</tr>
<tr>
<td>S-CHPS</td>
<td>Chaparral High School</td>
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<tr>
<td>S-DHS</td>
<td>Deming High School</td>
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<tr>
<td>S-FB</td>
<td>Fort Bliss, El Paso</td>
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<td>S-GHS</td>
<td>Gadsden High School</td>
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<td>S-HHS</td>
<td>Hatch Valley High School</td>
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<td>S-HSHS</td>
<td>Hot Springs High School, Truth or Consequences</td>
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<tr>
<td>S-LCHS</td>
<td>Las Cruces High School</td>
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<td>S-MHS</td>
<td>Mayfield High School</td>
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<td>S-MNLC</td>
<td>Mesquite Neighborhood Learning Center</td>
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<td>S-OHS</td>
<td>Oñate High School</td>
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<tr>
<td>S-SHS</td>
<td>Santa Teresa High School</td>
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</tbody>
</table>
How to Register

Your Registration Checklist

Step 1
Check out our courses, then register in one of the following ways:
1) Fill out the registration form on page 31, register, and pay,
OR
2) Register online at http://dacc.augustsoft.net

Step 2
Check building location

Step 3
Check parking requirements

Step 4
Check e-mail (give us a couple days, please!) for registration confirmation

Step 5
Check for any required supplies listed in the course descriptions

Step 6
See you in class!

Confirming Your Enrollment
When you enroll in a non-credit course, you will receive an enrollment confirmation by e-mail. We will notify you of any changes to the course.

Note: If your enrollment confirmation doesn’t arrive within one week, call 575-527-7527 during office hours, Mon–Fri, 8:00AM–5:00PM.

Cancellation/Refund Policy
If you cancel three or more working days prior to course start date, a full refund will be issued. If you cancel with less than a three-day notice, or if you do not attend, you will be responsible for the entire payment without benefit of refund. You are welcome to send a substitute if you cannot attend. A working day is defined as Monday through Friday, with the exception of published holidays.

Course Locations
DACC CENTRAL CAMPUS:
3400 S. Espina Street
DACC EAST MESA CAMPUS:
2800 N. Sonoma Ranch Boulevard
DACC WORKFORCE CENTER:
2345 E. Nevada Avenue
FIRST CHRISTIAN CHURCH:
1809 El Paseo Rd.
GOOD SAMARITAN:
3011 Buena Vida Circle
NMSU:
Various buildings on NMSU Main Campus (as indicated)

Office Hours
Mon–Fri, 8:00AM–5:00PM with the exception of holidays* (see list below.)

Important Dates
Registration for this Fall term begins when you receive this schedule and is ongoing throughout the semester. Please register early as many popular courses fill quickly!

*DACC offices are closed every weekend and on the following holiday(s): Jan. 19 and April 3, 2015.

Available Upon Request
- Certificates of Participation
- CEU Documentation (skill courses only)
- Gift Certificates
Community Education Registration Form

Thank you for your interest in DACC Community Education! It’s easy and convenient to register. Simply choose from the options below. All registrations will be acknowledged via email (U.S. Postal mail if no email address is provided) with registration confirmation and receipt. You will be notified of any changes to your course(s).

Office Hours: Mon-Fri, 8:00-5:00pm with the exception of holidays.

- Online Registration: dacc.augusoft.net
- Walk It In: Register in person in our office at DACC Workforce Development Center, 2345 E. Nevada, Ste. 100, Las Cruces, NM, or at the DACC East Mesa Campus Cashier’s Office, 2800 N. Sonoma Ranch Blvd., Las Cruces, NM
- Mail It In: Send check, money order, or credit card information along with a completed registration form to DACC Community Education, P.O. Box 30001, MSC 3-DA, Las Cruces, NM 88003-0001
- Phone It In: For VISA, MasterCard, Discover, and American Express debit or credit cards, call our office directly at 575-527-7527.
- Fax It In: Fax the completed registration form, including credit or debit card information to 575-647-0787. Please call our office to confirm receipt of Fax. 575-527-7527.

Cancellation/Refund Policy (A working day is defined as Monday through Friday, with the exception of published holidays.)

**If you cancel three or more working days prior to class start date, a full refund will be issued.

**If you cancel less than three working days prior to the class start date, or if you do not attend, you will be responsible for the entire payment without benefit of refund. You are welcome to send a substitute if you cannot attend.

---

- Check Enclosed
- Make Check Payable to DACC
- VISA
- MasterCard
- Discover
- American Express

Card #
Expiration Date: Month & Year

Name
Day phone

Address
Msg phone

City
St Zip

Email
please print

CRS #
CRS Title
Fee

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By signing I acknowledge that I have read and understand the Cancellation/Refund Policy.

Registration will not be made without signature!

SIGNATURE
Classes are limited! Register Early.

Online Registration
http://dacc.augusoft.net
Lots to choose from!

Fast, convenient, confidential and available 24 hours a day.
All major credit cards and debit cards accepted.

Personal Fitness Trainer National Certification Course

What Can You Expect to Learn in 6 Weeks?

Lectures (15 hrs.)
- Exercise Physiology
- Fundamentals of Anatomy
- Biomechanics & Applied Kinesiology
- Muscular Strength & Endurance

Practical Hands on Labs (15 hrs.)*
- Fitness Assessment
- Client Rapport
- Equipment Usage
- Weight Training Techniques
- Flexibility

* 30-hour internship, adult CPR & AED required prior to issuance of national certification.

March 10 – April 16
Tuesday and Thursday
6 – 9 pm
Cost: $628

(Textbook required, not included in cost. Includes $25 lab fee.)

For course information contact WITS at
888-330-9487 or visit
www.witseducation.com