

NMSU | DOÑA ANA COMMUNITY COLLEGE

# Community Education

Fall Catalog 2016

*Nurture Your  
Sense of Wonder*

Non-  
Credit  
Courses

COM  
ED



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NMSU Doña Ana Community College

MSC-3DA, PO Box 30001, Las Cruces, NM 88003-8001

**TABLE OF CONTENTS**

**ARTS & CRAFTS**

**ARTS & CRAFTS**

<b>WHAT'S INSIDE</b>	
Arts & Crafts .....	2
Certifications .....	3
Computer Education .....	4
Culinary Arts .....	5
Health & Relaxation .....	6
Hobbies & Leisure .....	7
Home & Garden .....	10
Kids Kollege .....	11
Languages .....	12
Music & Dance .....	13
Personal Enrichment .....	14
Safety .....	17
Writing .....	17
Registration Form .....	23

**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.

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).

**Calligraphy I – Italic**

Age 12 and Up

Explore the ancient art of beautiful writing. Learn how to write with a broad-edged pen and create attractive cards, envelopes, and quotes. Study the shapes and stroke sequences of the 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 # AC146 ..... 8 hrs .....\$61**

**When:** Thurs Oct 27 – Nov 17

**Time:** 6:30 p.m. – 8:30 p.m.

**Where:** DACC Central, DAHL RM 184

**NEW!**

**Drawing Like a Master**

Age 18 and Up

If you can talk, you can draw. This course shows you how to construct a drawing and see like a Master. Learn to create complex objects from simple shapes to allow you to draw anything you can see or can imagine. It's easier than you think.

**Bring to first class meeting compressed charcoal, general charcoal pencils – 4b and 6b, kneaded eraser, mars eraser, easel, photos of anything you wish to draw, paper towels, and baby wipes**

**Instructor:** *Rick Rotante* has been a professional artist for over 45 years. Rick currently draws portraits of children, men, women, and animals at the Farmers Food and Crafts Market. He writes for an art column twice a month and has published an art instruction book.

**Course # AC159 ..... 30 hrs .....\$185**

**When:** Thurs Sept 8 – Nov 10

**Time:** 5:30 p.m. – 8:30 p.m.

**Where:** DACC Central Campus, DAHL 174

**NEW!**

**Natural Portraits in Oil**

Age 18 and Up

Learn how to measure the face and head and draw in oil paint. Mix precise color to achieve a likeness for any face you wish to paint. Using photos of your loved ones, learn the methods used by the masters to create a treasured painting for your family.

**Bring to first class meeting the following paints: Titanium white, yellow ocher, cadmium yellow, cadmium red light, alizarin crimson, cerulean blue, ultra marine blue, viridian green, and raw umber, easel, odorless mineral spirits (no turpentine or acetone), wooden pallets, bristle brushes, paper towels, containers to hold paint and mineral spirits, and photos of individuals you wish to paint.**

**Instructor:** *Rick Rotante* has been a professional artist for over 45 years. Rick currently draws portraits of children, men, women, and animals at the Farmers Food and Crafts Market. He writes for an art column twice a month and has published an art instruction book.

**Course # AC160 ..... 30 hrs .....\$185**

**When:** Wed Sept 7 – Nov 9

**Time:** 5:30 p.m. – 8:30 p.m.

**Where:** DACC Central Campus, DATS 141

**NEW!**

**Make Your Own Yarn**

Age 14 and Up

Learn to spin yarn for knitting and weaving. Finish a small project of your choice using wool that will be available and a spindle you can take home. A fun class to gain a hobby to use for making gifts or the latest in knitwear.

**M/S fee of \$15 payable to instructor at first class meeting.**

**Instructor:** *Sharon Ewing* learned the art of spinning while in Argentina in the 70's. Sharon has been learning from indigenous people ever since. She is currently enrolled in the Master Spinning program from Olds College in Canada and has finished her 5th year in a six year mastery of spinning program.

**Course # AC161 ..... 12 hrs .....\$77**

**When:** Tues & Thurs, Sept 6 – 15

**Time:** 5:30 p.m. – 8:30 p.m.

**Where:** DACC Workforce Center, RM 119

**ARTS & CRAFTS**

**Power of Oil Painting**

Age 18 and Up

Designed to move to a higher level of development with your oil painting. Work with techniques and methods you've already learned to create new work or correct work in progress. Use your own photos to paint a work worthy of the masters. Instruction will be on an individual basis to improve your understanding and painting process.

**Bring to first class meeting the following paints:**

Titanium white, yellow ochre, cadmium yellow, cadmium red light, alizarin crimson, cerulean blue, ultra marine blue, viridian green, and raw umber, easel, odorless mineral spirits (no turpentine or acetone), wooden pallets, bristle brushes, paper towels, and containers to hold paint and mineral spirits.

**Instructor:** *Rick Rotante* has been a professional artist for over 45 years. Rick currently draws portraits of children, men, women, and animals at the Farmers Food and Crafts Market. He writes for an art column twice a month and has published an art instruction book.

**Course # AC158** ..... 30 hrs ..... \$185

**When:** Mon Sept 12 – Nov 14

**Time:** 5:30 p.m. – 8:30 p.m.

**Where:** DACC Central Campus, DATS 141

**Pottery for Adults**

Age 14 and Up

A class for beginners or advanced! Explore the creative properties of this stuff called clay! Create pieces with hand building, throwing on the wheel, decoration, and glazing as well as some alternative techniques.

M/S fee of \$12 if this is first or second time a student has taken this course. \$17 if this is third or more time a student has taken this course - payable to instructor at first class meeting. Bring to first class a small bucket, hand-size sponge, old washrag/towel, clay tools you might have, spray bottle, small trash bag, notebook, and pen. Students should wear closed-toe shoes to class.

**NOTE**

Course starting dates vary. Check course descriptions for specific dates.

**ARTS & CRAFTS**

**Instructor:** *Jan Archey*'s experience includes many years teaching and making pottery. One of her goals is for people to have fun and feed their creativity. Don't wait to sign up – this course fills up quickly.

**Course # AC118** ..... 18 hrs ..... \$137

**When:** Sat Sept 24 – Oct 29

**Time:** 8:30 a.m. – 11:30 a.m.

**Where:** NMSU Williams Hall, Ceramics Studio

**NEW!**

**Vibrant Pastel Painting**

Age 18 and Up

Pastels have been used to create works of art through the centuries. Create vibrant, colorful pastels to create any subject imaginable. The immediacy of pastels are unsurpassed. No mixing of paints or solvents. Create exciting landscapes and still life's in this class, working from set-ups and photos.

**Bring to first class meeting 4b general charcoal pencil, canson paper (green or burgundy), kneaded eraser, paper towels, and all pastels currently being used. If purchasing a new set, the Rembrandt starter set is recommended**

**Instructor:** *Rick Rotante* is a professional artist for over 45 years. His work has been sold across the country. Mr. Rotante currently draws portraits of children, men, women and animals at the Farmers Food and Crafts Market. He writes for an art column twice a month and has published an art instruction book entitled "There are No Flesh tones."

**Course # AC162** ..... 30 hrs ..... \$185

**When:** Tues Sept 6 – Nov 8

**Time:** 5:30 p.m. – 8:30 p.m.

**Where:** DACC Central Campus, DAHL 293

**CERTIFICATIONS**

**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. Learn how to build revenue streams and enhance your understanding

**CERTIFICATIONS**

of program evaluation. 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 \$595 includes the two courses required for this certificate:

- Revenue Generation for Non-Profits
- Program Evaluation for Non-Profit Professionals

Course descriptions appear under the "Personal Enrichment" heading starting on page 14

**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 Twitter, LinkedIn, and Facebook. Find out what you can be doing, what you should be doing, and make a plan to integrate social networks into your communication and marketing.

**Certificate Course Package # CERT114** (48 hrs)

Reduced package price of \$495 includes the three courses required for this certificate:

- Facebook for Business
- LinkedIn
- Twitter

Course descriptions appear under the "Personal Enrichment" heading starting on page 14

**We offer a variety on online certificates!**

**For more information visit**

**dacc.augusoft.net**

**CERTIFICATIONS****Personal Trainer Certification**

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 \$30 an hour. 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.

**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 .....\$649**

**When:** Sat Oct 8 – Nov 12

**Time:** 9:00 a.m. – 4:00 p.m.

**Where:** DACC East Mesa, DAEM RM 201

**Free Orientation to learn more!**

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.

**Sep 7 at 12 p.m. EDT:**

<http://tinyurl.com/fitnessorientation907>

**Oct 5 at 4 p.m. EDT:**

<http://tinyurl.com/fitnessorientation105>

**For Building Key  
See Page 20**

**CERTIFICATIONS****Video Marketing Certificate**

Sight, sound, and motion are much more compelling than static words on a page. Discover how to use simple online video to bond with your viewer, drive traffic to your Web site, boost business, and build brand awareness. Learn how to use Google and YouTube with your video to market your business 24/7.

**Certificate Course Package # CERT113 (32 hrs)**

*Reduced package price of \$395 includes the two courses required for this certificate:*

- **Video Marketing**
- **YouTube for Business**

*Course descriptions appear under the "Personal Enrichment" heading starting on page 14*

**Taking Online Courses**

**In the online classroom:**

- Listen to audio lectures
- View slides
- Even take an optional quiz to test yourself

**Discussion and Questions**

Post written comments in the online discussion with your fellow participants and the instructor. Your instructor logs on once a day to answer questions and join in on the discussion.

**Readings**

Many courses have online readings of up to 20 pages a week.

**Participation**

You may participate anytime, day or night. The ideal is to go online two or three times a week, but you decide.

**New to online learning?**

Our online learning tutorial begins the week before classes start.

**Technical Requirements:**

- Internet access with Internet Explorer; Firefox; or Safari Web browser.
- Audio software such as Windows Media, Real, Quicktime, or Flash.
- Speakers to listen to audio.

**COMPUTER EDUCATION****Computer Use**

**Age 18 and Up**

What is an email? What does WWW mean? What is a Web Address? What is Microsoft Office? What is a Windows Player? Computer use made easy here!! Learn how to use your computer, including the components of your computer and how to operate them and the answers to the questions above. Computers can be lots of fun!

**Students should bring a USB Flash drive**

**Instructor:** **James "Jimi" Hill** is currently employed with the City of Las Cruces and is a former transit operator, police officer, U.S. Army Veteran, and professional chauffeur. He currently attends Colorado Technical University, pursuing a doctoral degree in management. James has a Master's of Business Administration and Bachelor's of Science in Business Administration.

**Course # CE119..... 4 hrs .....\$33**

**When:** Sat Sept 10

**Time:** 10:00 a.m. – 2:00 p.m.

**Where:** DACC Workforce Center, RM 106

**How to Use the Internet**

**Age 18 and Up**

Are you a "newbie" to the Internet? Want to learn to surf the Web or pay bills online? Gain an introduction to Cyberspace and learn the vocabulary of the Internet, netiquette, email techniques, search engine reviews, and tips on how to surf. Good for Senior Citizens.

**Instructor:** **James "Jimi" Hill** is currently employed with the City of Las Cruces and is a former transit operator, police officer, U.S. Army Veteran, and professional chauffeur. He currently attends Colorado Technical University, pursuing a doctoral degree in management. James has a Master's of Business Administration and Bachelor's of Science in Business Administration.

**Course # CE120..... 4 hrs .....\$33**

**When:** Sat Oct 8

**Time:** 10:00 a.m. – 2:00 p.m.

**Where:** DACC Workforce Center, RM 106

**How to Register: Page 22**

**COMPUTER EDUCATION**

**COMPUTER EDUCATION**

**CULINARY ARTS**

**Save Money and Stay out of Jail with Free Software**

Age 14 and Up

Under law, software piracy can be punishable by fines and years in prison. That is a big risk for a few office applications. Learn how to find and use free and full-featured software that is often fully compatible with standard commercial applications. For free Windows software alternatives only.

**Student should bring a USB Flash drive with a minimum 8 GB capacity**

**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 # CE108..... 4 hrs .....\$33**

**When:** Mon Sept 12 & 19

**Time:** 6:00 p.m. – 8:00 p.m.

**Where:** DACC Workforce Center, RM 106

**Switch to Linux with Zorin-OS**

Age 14 and Up

Microsoft has 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, just learn how to migrate easily to Linux. Join the fun in this hands-on course. For Windows compatible computers only and not Apple or tablets.

**Student should bring a USB Flash drive with a minimum 8 GB capacity**

**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 .....\$61**

**When:** Thurs Sept 8 – Oct 27

**Time:** 7:00 p.m. – 8:00 p.m.

**Where:** DACC Workforce Center, RM 106

**3D Graphics for Everyone with SketchUp**

Age 14 and Up

SketchUp is a free 3D design and modeling software that is used by architects, set designers, engineers, and builders. It is powerful enough to be used in the creation of movie sets but easy enough to use at home. Learn the basics of 3D graphics using SketchUp.

**Student should bring a USB Flash drive with a minimum 8 GB capacity**

**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 # CE114..... 8 hrs .....\$61**

**When:** Tues Sept 6 – Oct 25

**Time:** 7:00 p.m. – 8:00 p.m.

**Where:** DACC Workforce Center, RM 106

**CULINARY ARTS**

**NEW! Beef: Principles and Methods of Cooking**

Learn everything there is to know about cutting, cooking, storing, aging, and garnishing the bovine. Explore the anatomy, where cuts come from, and the grading process along with proper refrigeration methods and what marinades work best. Identify what your meat’s marbling tells you about its quality. Lastly, prepare a number of classic beef dishes as you become an expert on all things beef.

**Online Course # CA129.....\$395**

“How to Read Course Information” is located on Page 22. If you have any concerns about finding the campus or building, please contact DACC Community Ed **before** your courses begin.

**NEW! Cookies, Pies, and Tarts**

Designed for serious home cooks or aspiring bakers and chefs who wish to master the art of cookies, pies, and tarts, at your own pace. Learn how to prepare pie crusts, fillings and cheesecake, how to fill, assemble, and bake a variety of pies, and how to perfect the preparation of cookies, pies, and tarts. Work individually with an assigned professional chef mentor.

**Online Course # CA130.....\$395**

**NEW! Food Safety**

Each year millions of Americans get sick, hundreds of thousands are hospitalized, and several thousand die from tainted food served in restaurants or prepared at home. This is unfortunate because most foodborne illnesses are caused when food is not handled properly. Cover basic food safety techniques expected in professional eating establishments which easily translate to your home. A must for any cook!

**Online Course # CA131.....\$40**

**NEW! World Flavors: Salts, Spices, and Herbs**

Good flavor is the absolute goal of every dish and spices and herbs play an essential role in creating food’s essence. Learn how and why spices and herbs have become such an important part of modern cuisine. Discover differences between salts, how to build flavor, what herbs pair best, and how cultures have adopted their own variations on flavor profiles. Explore the wide world of spices and perfect your skills.

**Online Course # CA132.....\$395**

**Testimonial:**  
 “The instructors provided an excellent learning atmosphere. Variety of expertise made class fun and contributed to all of us learning a lot.”

## HEALTH &amp; RELAXATION

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**NEW!****ALL About Carrier Oils**

Age 16 and Up

Learn basic information about carrier oils for personal care, massage, and food preparation along with grading of oils and vocabulary. Safety and precautionary measures will also be discussed. Make and take a unique carrier oil with peppermint and/or eucalyptus essential oils. All materials will be provided in class.

**M/S fee of \$25.00 payable to instructor at class**

**Instructor:** *Marty Arndt*, has a Bachelor's degree in Metaphysical science in complementary methods of the healing energy arts. Marty enjoys sharing her knowledge, acquired over the last 12 years of education and training about holistic approaches for the mind, body, and emotions through personal and professional experiences with natural techniques.

**Course # HR163..... 3 hrs .....\$26****When:** Tues Oct 18**Time:** 5:30 p.m. – 8:00 p.m.**Where:** DACC East Mesa DAEM, RM 107**NEW!****Anti-Aging Lotions, Potions & Serums. Oh My!**

Age 16 and Up

Get anti-aging information for all skin types. Discuss crow's feet, aging brown spots, wrinkles, sagging loose skin, and water to help decrease the appearance of most of these aging dilemmas. Safety and precautionary measures will be covered with lots of helpful hints. Prepare an anti-aging serum in a carrier oil blended with lavender, frankincense, and myrrh essential oils. All materials and tools will be provided.

**M/S fee of \$30.00 payable to instructor at class**

**Instructor:** *Marty Arndt* has a Bachelor's degree in Metaphysical science in complementary methods of the healing energy arts. Marty enjoys sharing her



knowledge, acquired over the last 12 years of education and training about holistic approaches for the mind, body, and emotions through personal and professional experiences with natural techniques.

**Course # HR164..... 3 hrs .....\$26****When:** Tues Dec 6**Time:** 5:30 p.m. – 8:00 p.m.**Where:** DACC East Mesa DAEM, RM 107**NEW!****Anti-Everything Essential Oils**

Age 16 and Up

Basic information for anti-everything for some of the more common essentials oils used in personal care products. Some topics include anti: Inflammatory, microbial, biotic, spasmodic, and analgesics. Review safety and precautionary measures and learn to read ingredient labels. Make and take a product with materials provided in class. Essential oil samples of oregano, cinnamon, and ginger will be available.

**M/S fee of \$30.00 payable to instructor at class**

**Instructor:** *Marty Arndt* has a Bachelor's degree in Metaphysical science in complementary methods of the healing energy arts. Marty enjoys sharing her knowledge, acquired over the last 12 years of education and training about holistic approaches for the mind, body, and emotions through personal and professional experiences with natural techniques.

**Course # HR165..... 3 hrs .....\$26****When:** Tues Nov 1**Time:** 5:30 p.m. – 8:00 p.m.**Where:** DACC East Mesa DAEM, RM 107**NEW!****Essential Oils 101**

Age 16 and Up

A beginner class for basic information on essential oil history, process, hieroglyphics, safety, and precautionary measures, including reading label content. What goes on your body-- goes in your body! Focus on diffusers and nebulizers and how to choose and use them to better fit your lifestyle. All

materials will be provided to make and take a diffuser, including a sample of lavender essential oil.

**M/S fee of \$25.00 payable to instructor at class**

**Instructor:** *Marty Arndt* has a Bachelor's degree in Metaphysical science in complementary methods of the healing energy arts. Marty enjoys sharing her knowledge, acquired over the last 12 years of education and training about holistic approaches for the mind, body, and emotions through personal and professional experiences with natural techniques.

**Course # HR160..... 3 hrs .....\$26****When:** Tues Sept 6**Time:** 5:30 p.m. – 8:00 p.m.**Where:** DACC East Mesa DAEM, RM 107**NEW!****Essential Oils for Your Pets**

Age 16 and Up

Fun and informational class about pets (mainly dogs) and essential oils. Learn the what, how, and why of using essential oils with your pet. Includes safety and precautionary measures and recipes. Make a small item that is pet friendly to take home with materials and supplies that are provided. *Pets will not be allowed in the classroom setting per NMSU guidelines.*

**M/S fee of \$15.00 payable to instructor at first class meeting**

**Instructor:** *Marty Arndt* has a Bachelor's degree in Metaphysical science in complementary methods of the healing energy arts. Marty enjoys sharing her knowledge, acquired over the last 12 years of education and training about holistic approaches for the mind, body, and emotions through personal and professional experiences with natural techniques.

**Course # HR166..... 2 hrs .....\$19****When:** Tues Oct 4**Time:** 5:30 p.m. – 7:30 p.m.**Where:** DACC East Mesa DAEM, RM107**Testimonial:**

*"Instructor was very knowledgeable, patient, and clear on instruction"*

**NEW!**  
**Green Cleaners & Cleansers with Essential Oils**

Age 16 and Up

Most common household cleaners often contain harsh chemicals. Using green cleaners and cleansers may leave your house, car, and RV smelling and looking cleaner. Learn safety and precautionary measures. Make 2-4 cleaner/cleansers using 7-10 basic ingredients with melaleuca (tea tree) and lemon essential oils in PET approved containers to take home with you. All materials and tools will be provided.

M/S fee of \$30.00 payable to instructor at class

**Instructor:** *Marty Arndt* has a Bachelor's degree in Metaphysical science in complementary methods of the healing energy arts. Marty enjoys sharing her knowledge, acquired over the last 12 years of education and training about holistic approaches for the mind, body, and emotions through personal and professional experiences with natural techniques.

**Course # HR167** ..... 3 hrs .....\$26

**When:** Tues Sept 20

**Time:** 5:30 p.m. – 8:00 p.m.

**Where:** DACC East Mesa DAEM, RM107

**Lose Weight and Keep it Off**

Do you want to lose weight and keep it off? Now you can! Master setting and achieving healthy weight-loss and weight-maintenance goals that make sense for you, with appropriate and effective goals for eating, exercise, and many other elements that affect your weight. Gain the skills you need to lose weight and keep it off for a lifetime!

**Instructor:** *Donna Acosta*, RDN, ACE-Certified Health Coach, is a registered dietitian and nutrition educator. Her clinical expertise is in weight management, diabetes nutrition care, and cardiac rehabilitation management. Donna also has more than a decade of experience teaching cooking classes, which reflects her passion for eating healthfully—and enjoying every bite!

**Online Course # ETG164**.....\$99

**NEW!**  
**Masks and Moisturizers with Essential Oils**

Age 16 and Up

Basic information as to the reason the mineral magnesium is so important to our bodies. Learn the uses and frequency for using a mask and moisturizing benefits for all ages and skin types. Prepare and use a mask and moisturizer. Safety and precaution measures will be explained. Samples of magnesium, honey, carrier, lavender, and frankincense essential oils will be available in class as well as all materials.

M/S fee of \$25.00 payable to instructor at class. Bring an old t-shirt, an elastic hair band or tie to class along with a hand towel and wash cloth.

**Instructor:** *Marty Arndt*, has a Bachelor's degree in Metaphysical science in complementary methods of the healing energy arts. Marty enjoys sharing her knowledge, acquired over the last 12 years of education and training about holistic approaches for the mind, body, and emotions through personal and professional experiences with natural techniques.

**Course # HR161** ..... 3 hrs .....\$26

**When:** Tues Nov 15

**Time:** 5:30 p.m. – 8:00 p.m.

**Where:** DACC East Mesa DAEM, RM 107

**NEW!**  
**The Power of Presence**

Age 18 and Up

Experience the power of the present moment through silent and guided meditations. Learn practical techniques, sit in stillness, then discuss the revelations received. Transcend time and the tyranny of the mind. Learn to Be still and know, Be still, Be.

**Student should bring a pillow to class**

**Instructor:** *Martha Lategan* has been meditating forever and has had profound mystical experiences with the divine which are accessible to anyone with desire, dedication, and discipline.

**Course # HR162** ..... 3 hrs .....\$26

**When:** Sat Sept 10 – 24

**Time:** 1:00 p.m. – 2:00 p.m.

**Where:** DACC Workforce Center, RM 119

**Digital Camera Basics**

Explore different ways to use your digital camera utilizing one-to-one interaction with the instructor. Take pictures, transfer them to your computer, learn basic editing, uploading to the Web, and more. Get that camera out and lets have some fun!

**Online Course # OLE106D1** .....\$49

**When:** Sept 19 – Oct 19

**Online Course # OLE106D2** .....\$49

**When:** Nov 11 – Dec 11

**Discover Digital Photography**

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 what type of equipment fits your needs and what type of photography interests you.

**Instructor:** *Beverly Richards Schulz* is a graduate of the New York Institute of Photography and an award-winning photographer. An avid digital film photographer, she was an early adopter of digital technology and has taught digital editing and photography skills to students from around the world for 15 years.

**Online Course # ETG167**.....\$99

**Family Christmas**

Ages 5 – Adult

Designed for parent, grandparent, older sibling, or mentor to “play” online with a child. Ready for a Family Christmas Adventure? Experience many fun Christmas-focused activities for adults and children to “play” together. Explore a multitude of activities in your own home, any time of the day or night. Put on some Christmas music and have some fun!

**Online Course # OLE144**.....\$49

**When:** Nov 11 – Dec 11

**Looking for more?**  
**Check out all of our online courses at [dacc.augusoft.net](http://dacc.augusoft.net)**

**HOBBIES & LEISURE**

## **Genealogy Course 1: What is Genealogy? How do I use the internet for genealogy?**

Learn how to trace your family history. If you are new to genealogy and/or the internet, the instructor will patiently lead you through the internet one-on-one. Those who prefer a faster pace are able to do so, as this course is self-paced. Learn about:

1. Charts and forms and how to acquire information from them
2. Popular genealogical sites
3. Surname sites
4. Search engine tips
5. Mailing lists and photographs
6. Organizing your data
7. Comparing computer software

**Online Course # OLE109D1** .....\$49

**When:** Sept 12 – Oct 12

**Online Course # OLE109D2** .....\$49

**When:** Oct 13 – Nov 12

## **Genealogy Course 2: Where to Find Specific Genealogical Information on the Internet**

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 # OLE110D1** .....\$49

**When:** Sept 19 – Oct 19

**Online Course # OLE110D2** .....\$49

**When:** Nov 10 – Dec 10



See “When Pigs Fly,” page 10

**HOBBIES & LEISURE**

## **Genealogy Course 3: Advanced Genealogical Research Using the Internet**

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 data, 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 # OLE111D1** .....\$49

**When:** Sept 26 – Oct 26

**Online Course # OLE111D2** .....\$49

**When:** Nov 10 – Dec 10

## **Genealogy Course 4: World Genealogy**

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

**Online Course # OLE112D1** .....\$49

**When:** Oct 3 – Nov 2

**Online Course # OLE112D1** .....\$49

**When:** Nov 14 – Dec 14

## **Horse-racing Handicapping 101**

**Age 18 & Up**

For the new or occasional thoroughbred horse-player who may want to get a “leg up” on your next trip to the racetrack or via simulcast. A step-by-step instruction in handicapping, odds, types of bets, and

**HOBBIES & LEISURE**

wagering. Learn about Thoroughbred racing in general, life of a jockey, deciphering the Daily Racing Form, and more.

**M/S fee of \$5.00 payable to instructor at first class meeting.**

**Instructor:** *Mark O'Neill* is a horse-racing veteran and handicapper who has had a fair amount of success, mostly at California tracks. Mark has taught handicapping seminars in California and New Mexico. He successfully picked the winners of the triple crown races this year and has won numerous Pic Six games.

**Course # HL128** ..... 6 hrs .....\$47

**When:** Tues Sept 6 – Sept 27

**Time:** 6:30 p.m. – 8:00 p.m.

**Where:** DACC Workforce Center, RM 121

## **Introduction to Bird Watching**

**Age 18 and Up**

Learn how to identify birds found locally, how to attract birds to your yard, and what to consider when buying binoculars. Discover what printed and online resources are available. Experience the diverse birds of our region on three Saturday field trips to nearby bird watching hot spots.

**Field trips will take place on October 29, November 5 & 12**

**Instructor:** *Mesilla Valley Audubon Society* has been teaching beginning and intermediate bird watching courses for many years. We have a great group of experienced 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 # HL109** ..... 6hrs .....\$47

**When:** Tues Oct 25 – Nov 8

**Time:** 6:30 p.m. – 8:30 p.m.

**Where:** DACC East Mesa DAEM, RM 221

## **NEW! Introduction to Genealogy**

**Age 16 & Up**

Come join this four part introduction to genealogy. Start online using a free and comprehensive Web site. Using your family



**HOBBIES & LEISURE**

**HOBBIES & LEISURE**

**HOBBIES & LEISURE**

information, search for your family history. Learn how to archive photos, journal, create family charts, and other ways of preserving your present for future generations.

**Instructor: Francisca Zimmerman-Hakes** has a Masters of Art in English Creative Writing from NMSU and studied Theater and Dance at the University of Texas at Austin. Francisca was in Austin 15 years ago when she started learning genealogy. She currently teaches genealogy in monthly classes in the community for youth and as a private consultant.

**Course # HL130** ..... 4 hrs ..... \$33  
**When:** Wed Sept 21 – Oct 12  
**Time:** 6:30 p.m. – 7:30 p.m.  
**Where:** DACC Workforce Center, RM 106

**Learn to Buy and Sell on eBay**

Thinking about getting on eBay? Learn to create titles that get noticed, craft advertising copy that sells items quickly and for top dollar, and how to create and upload photos of the items you are selling. Learn to safely conduct financial transactions and how to accept credit card payments and pack and ship any item hassle-free. Valuable for both sellers and buyers.

**Instructors: Kara Gordon and Shirley Muse** are avid entrepreneurs and longtime educators. Both own small businesses that have been earning revenues exclusively through eBay for the past four years. They believe that buying and selling online offers the easiest and most rewarding way to work at home and enjoy teaching others the tricks they have developed for maximum profit.

**Online Course # ETG114**.....\$99

**Mastering your Digital SLR Camera**

**Get control of** your digital SLR camera! Learn the many features and controls of your DSLR and the lenses required for each type of photography. Explore exposure controls, including metering, exposure compensation, managing aperture, shutter speed, and ISO. Discover flash photography, managing camera controls, photo files, and even working in manual mode.

**Instructor: Curt Simmons**, M.Ed, MCSE, MCSA, CTT, is a best-selling author, technical trainer, and multi-media expert. Curt’s multi-media expertise provides a focus on digital photography and other Internet-related technologies. He is both a classroom and online instructor, and has developed custom courseware for major U.S. companies.

**Online Course # ETG126**.....\$99

**Photographing Nature with Your Digital Camera**

Learn the many aspects of outdoor photography and how to master your digital camera’s controls and features. Explore composition and lighting issues, and discover how to take beautiful photos of landscapes, flowers, trees, and water. Delve into shutter speed, aperture controls, and photographing animals and birds. Experiment with macro photography and telephoto lenses.

**Instructor: Curt Simmons**, M.Ed, MCSE, MCSA, CTT, is a best-selling author, technical trainer, and multi-media expert. Curt’s multi-media expertise provides a focus on digital photography and other Internet-related technologies. He is both a classroom and online instructor, and has developed custom courseware for major U.S. companies.

**Online Course # ETG217**.....\$99

**Photographing People with Your Digital Camera**

**Discover the best** way to shoot faces, fix common close-up problems, and use digital photo editing techniques to retouch photos and make other improvements. Learn how to organize people for portrait and formal group shots and which angles to use and which to avoid. Gain expertise in filling your photographs with imagery, setting moods, and creating themes.

**Instructor: Curt Simmons**, M.Ed, MCSE, MCSA, CTT, is a best-selling author, technical trainer, and multi-media expert. Curt’s multi-media expertise provides a focus on digital photography and other

Internet-related technologies. He is both a classroom and online instructor, and has developed custom courseware for major U.S. companies.

**Online Course # ETG172**.....\$99

**Playing Texas Hold ‘Em**

**Age 18 & Up**

Learn how to play the most popular Poker game in the world, TEXAS HOLD ‘EM. Understand the difference of structured and no limit games, tournament play, and strategies used for each. Beginning with a reminder of the hand values, get a basic overview of how the game is played with two concealed cards and five community cards (Flop, Turn, & River) and use of a rotating dealer button and posting blinds.

**M/S fee of \$5.00 payable to instructor at first class meeting.**

**Instructor: Mark O’Neill** is a professional poker dealer, part-time floorman, and has assisted with the training of dealers at the Commerce Casino in Los Angeles, California for 13 years. He has traveled through five West Coast states playing Texas Hold ‘em and plays occasionally locally.

**Course # HL129** ..... 6 hrs ..... \$47  
**When:** Tues Oct 11 – Oct 25  
**Time:** 6:30 p.m. – 8:00 p.m.  
**Where:** DACC Workforce Center, RM 121

**Secrets of Better Photography**

Master your digital camera and learn the secrets behind outstanding photos! Whether you have a digital SLR, a point-and-shoot camera, or something in between, learn to use it and all of the bells and whistles in this hands-on course! Receive optional critiques of your lessons each week from professional photographers.

**Instructor: Beverly Richards Schulz** is a graduate of the New York Institute of Photography and an award-winning photographer. An avid digital film photographer, she was an early adopter of digital technology and has taught digital editing and photography skills to students from around the world for 15 years.

**Online Course # ETG115**.....\$99

**HOBBIES & LEISURE**

**HOBBIES & LEISURE**

**HOME & GARDEN**

**Travel Photography for the Digital Photographers**

Learn how to address the special needs and techniques to capture scenes from around the world and bring them home. Focus on specific tips for digital photographers and how to use both traditional techniques as well as those unique to digital equipment. Know what to take and what to leave behind as you vacation around the world.

**Instructor: Beverly Richards** Schulz is a graduate of the New York Institute of Photography and an award-winning photographer. An avid digital film photographer, she was an early adopter of digital technology and has taught digital editing and photography skills to students from around the world for 15 years.

**Online Course # ETG116.....\$99**

**NEW!**

**Want to be a Movie Extra?**

Age 12 & Up

Have you ever thought about being in a movie? Then this is the course for you! Get an introduction to becoming a movie extra. Explore the pay, hours, how to advance, and preparation of head shots and profiles. There are many opportunities in the local area.

**Instructor: Mark O'Neill**, originally from southern California, has been a stage actor in Community Theater, a movie extra in Hollywood, and has taken some acting and commercial workshops.

**Course # HL131 ..... 4.5 hrs ..... \$40**

**When:** Mon Oct 10-24

**Time:** 5:30 pm – 7:00 pm

**Where:** DACC Workforce Center, RM 121

**CATALOG STATEMENT**

This catalog is current as of the time of printing. Please be aware that changes may have been made since that date. For the most up-to-date course information, please go to

<http://dacc.augusoft.net>

**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 # OLE137D1 .....\$49**

**When:** Sept 23 – Oct 23

**Online Course # OLE137D2 .....\$49**

**When:** Nov 11 – Dec 11

**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.

**Online Course # OLE136D1 .....\$49**

**When:** Sept 23 – Oct 23

**Online Course # OLE136D2 .....\$49**

**When:** Nov 11 – Dec 11

**HOME & GARDEN I**

**Building with Earth Blocks**

Age 18 and Up

Working with Adobe isn't as hard as you would think. Just knowing the basics can keep the beginner on track. Complete a small project while discussing footing designs, block laying techniques, and finishes to complete the job. Learn the basic tools needed to work with earth. The last class will focus on working with earth and laying Adobes in a simple wall project.

**DACC MISSION STATEMENT**

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.

**Instructor: Gary Wee** has been a licensed contractor doing rammed earth and Adobe projects throughout New Mexico for over 25 years. He is the owner of a local business and enjoys sharing his knowledge with his students and hopes to spur a revival of this type of building material.

**Course # HG109D1 ..... 12 hrs .....\$77**

**When:** Sept 12, 14 & 17

**Time:** Mon & Wed 5:30 p.m. – 8:30 p.m.  
Sat 8:00 a.m. – 2:30 p.m.

**Where:** DACC East Mesa DAEM RM 222

**Course # HG109D2 ..... 12 hrs .....\$77**

**When:** Oct 3, 5 & 8

**Time:** Mon & Wed 5:30 p.m. – 8:30 p.m.  
Sat 8:00 a.m. – 2:30 p.m.

**Where:** DACC East Mesa DAEM RM 222

**Composting**

Water conservation and recycling awareness have made xeriscaping and composting very popular in the gardening and landscape areas. One-on-one online instruction with step-by-step instructions to learn about and get started in the composting process.

**Online Course # OLE104D1 .....\$49**

**When:** Sept 19 – Oct 19

**Online Course # OLE104D2 .....\$49**

**When:** Oct 19 – Nov 18

**Gardening 1: Groundwork**

For new and old gardeners, Master Gardener hopefuls, and those folks who are "just plain interested." Most successful gardeners have some knowledge of the soil. Gain a general appreciation and knowledge of beginning botany, soils and plant nutrition, insects, and diseases in this online course. Happy gardening!

**Online Course # OLE108D1 .....\$49**

**When:** Sept 19 – Oct 19

**Online Course # OLE108D2 .....\$49**

**When:** Nov 11 – Dec 11

**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

**HOME & GARDEN**

information about types of hummingbirds and their habitats. Read legends, stories, and myths in this online course.

**Online Course # OLE115D1** .....\$49

**When:** Sept 19 – Oct 19

**Online Course # OLE115D2** .....\$49

**When:** Nov 11 – Dec 11

**KIDS KOLLEGE**

**Cartoons with Young Rembrandts**

Age 6 to 12

Learn the essential skills to illustrate exciting cartoon imagery that is filled with dynamic characters and expressive personalities. “Fall” topsy-turvy for cartoon lessons. Eating broccoli may not sound appetizing to some, but it’ll make for a fun and storied drawing with a variety of tools and colors. The never ending rivalry rages on as the cats and dogs go at it again in the month of September.

**Instructor: Young Rembrandts** was founded in 1988 by Bette Fetter and has become a recognized leader in art education. What began as one person, working with children in her home, has developed into an international franchise business with franchisees who teach drawing to thousands of students every week.

**Course # KID150** ..... 4 hrs .....\$59

**When:** Sat Sept 24 – Oct 15

**Time:** 10:00 a.m. – 11:00 a.m.

**Where:** DACC Workforce Center, RM 119

**NEW!**

**Elementary Drawing with Young Rembrandts**

Age 5 to 12

Kick off the fall season with a graphic iguana, a video game favorite Pixel Block Character, and geometrical world of architecture as you draw the Notre Dame Cathedral. Draw many more exciting lessons while improving creative and critical thinking skills while using your imagination.

**KIDS KOLLEGE**

**Instructor: Young Rembrandts** was founded in 1988 by Bette Fetter and has become a recognized leader in art education. What began as one person, working with children in her home, has developed into an international franchise business with franchisees who teach drawing to thousands of students every week.

**Course # KID185** ..... 4 hrs .....\$59

**When:** Sat Oct 22 – Nov 12

**Time:** 10:00 a.m. – 11:00 a.m.

**Where:** DACC Workforce Center, RM 123

**Intro to Football 101**

Age 14 & Up

Designed for anyone who wants to improve their knowledge about this game, including the objective, scoring, overview of the offense and defense, special teams, and basic rules. Learn the difference between youth, high school, college, and pro games. The new scoring and safety rules will be explained. All are welcome – including wives and mothers of football enthusiasts.

**Instructor: Mark O’Neill** has coached youth football, including all high school levels, for over 30 years. He has served as Offensive Coordinator, Defensive Coordinator, and Head coach. Mark’s teams have been very successful with 20 championships and 8 undefeated seasons.

**Course # KID169** ..... 4 hrs .....\$33

**When:** Mon Nov 7 & 14

**Time:** 6:30 p.m. – 8:30 p.m.

**Where:** DACC Workforce Center, RM 121

**SAT/ACT Prep Course - Part 1**

Both the ACT and the SAT contain verbal and math questions. The ACT verbal sections are called the Reading Test, the English Test, and the Science Test. There is an optional essay test. SAT verbal sections cover Writing and Critical Reading, and a writing section which includes an essay and multiple choice questions. Receive pointers in time management, anxiety relief, scoring, and general standardized test-taking.

**Instructor: Benjamin N. Gilloreto** has been proctoring this SAT/ACT preparation course since 1999. He also teaches online Paralegal

**KIDS KOLLEGE**

Certificate courses for the Center for Legal Studies in Golden, Colorado. Ben graduated from Drexel University (BS, Computer Science) and Loyola (New Orleans) School of Law.

**Online Course # ETG207** .....\$99

**SAT/ACT Prep Course - Part 2**

Both the ACT and the SAT contain verbal and math question types. The ACT math tests your knowledge of arithmetic, algebra, geometry, trigonometry, and basic statistics. The SAT math questions include functions and graphing functions as well as arithmetic, algebra I and II, geometry, and basic statistics. We’ll also show you how to use your time wisely so that you finish as many math questions as possible in the time allowed.

**Instructor Jessie Stellini** has a Bachelor’s degree from the University of North Carolina at Chapel Hill. Jessie currently works with undergraduate students at Vanderbilt University, where she has taught the GRE and SAT/ACT Math Prep courses since 2007.

**Online Course # ETG208** .....\$99

**Students with ASD (Autism Spectrum Disorder)**

Learn to work effectively with your child, to create the most positive learning environment in and outside of school for your child. Take away strategies for working effectively with your child’s teachers. Geared for parents and teachers. 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 ASD. 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.

**Online Course # UGOT164** .....\$145

**When:** Oct 3 - 28

**For Building Key  
See Page 20**

## KIDS KOLLEGE

## KIDS KOLLEGE

## LANGUAGES

## Teaching Students with ADHD

Discover practical ways to help children with ADHD control their behavior and succeed in school. Learn the benefits of relatively simple adaptations in space, structure, rules, and expectations. Explore myths and facts about ADHD and see how this condition affects motivation, activity level, attention, and memory, all of which can be put to use in your own classroom.

**Instructor:** *Ellen Arnold* has been a reading specialist at the primary level, a social studies and reading teacher at the middle school level, and a special educator at the high school level. Ellen has spent years helping learners unlock their potential. She holds a Bachelor's degree in secondary education and a Master's degree in special education.

**Online Course # ETG218**.....\$99

## Umpiring Youth Baseball

Age 16 & Up

"Hey Blue" is what you hear each spring and summer out on the ball field. Learn the rules of the game, officiating principles, and philosophies along with the signals, positions, and associated mechanics. Discover what equipment and supplies you might need, and the best way to deal with competitive players and coaches and excited fans. Get the info you need for this money making opportunity.

**M/S fee of \$5.00 payable to instructor at first class meeting.**

**Instructor:** *Mark O'Neill* has been a youth, high school, and college umpire for over 20 years. He has also trained, assigned, and evaluated umpires for 12 seasons in California and this past year in Las Cruces. Mark's in-depth understanding of the rules and unique style of instruction will get you prepared for the task at hand.

**Course # KID170** ..... 4 hrs ..... \$33

**When:** Wed Nov 9 & 16

**Time:** 6:30 p.m. – 8:30 p.m.

**Where:** DACC Workforce Center, RM 121

**How to Register: Page 22**

## NEW! Understanding and Preventing Cyber Bullying

Cyberbullying or online bullying has quickly become a 21st century epidemic and a growing concern for students, parents, and educators. Cyberbullying is willful and involves recurring or repeated harm inflicted through electronic text. Examine the harmful effects of online harassment and review research on cyberbullying. Learn how to be the driving force to prevent this in schools.

**Online Course # KID184**.....\$140

## LANGUAGES

## NEW! Baby Sign Language

Age 16 and Up

Did you know teaching hearing babies basic sign language can help spur communication and verbal development? Learn simple sign language that can develop a natural expression in infants known as gestures. Learn in an interactive class format basic signs and how to incorporate them in everything from nap to singing time. Not just for parents - excellent for caregivers and grandparents too.

**Instructor:** *Francisca Zimmerman-Hakes* Francisca has a Masters of Art in English Creative Writing from NMSU and studied Theater and Dance at the University of Texas at Austin. She learned sign language working with the Greater Los Angeles Area for the Deaf and later learned baby sign language for her own three children.

**Course # LA118**..... 4 hrs ..... \$33

**When:** Tues Oct 4 - 25

**Time:** 5:30 pm – 6:30 p.m.

**Where:** DACC Workforce Center, RM 121

### Parking Permit Information

You will need a parking permit if you are going to be on the DACC Central Campus for courses Mon–Fri, 7AM–4:30PM.

Permits are not necessary for courses after 4:30PM or on weekends. You can pick up your complimentary parking permit at the DACC Community Education window, 2345 E. Nevada Ave., Suite 100

## Basic Russian

Age 16 and UP

Learn basic Russian vocabulary and grammar in this fun and interactive course. Practice pronunciation and simple conversations. Explore situational dialogue and receive suggestions for individual study between sessions. Explore Russian history and culture along the way.

**Instructor:** *Nataliya Townsend* is a native Russian speaker who enjoys sharing her love of and passion for the Russian language with her students. She has taught at DACC since 2006.

**Course # LA101**..... 22 hrs ..... \$139

**When:** Tues, Thurs & Sat Sept 6 – Sept 29

**Time:** Tues & Thurs 6:00 p.m. – 8:00 p.m.

Sat 10:00 a.m. – 12:00 p.m.

**Where:** DACC Central, DACL 176

## Discover Sign Language

Discover how to use this graceful, expressive language to communicate with Deaf people. Learn by watching videos that demonstrate how to make the signs and how to incorporate facial expressions to communicate in this beautiful language. Taught using industry best practice with a minimum of audio support to enhance your understanding of the perspective of Deaf people.

**Instructor:** *Jennifer Carmean* has been involved in the Deaf community since 1982, working as a counselor and teaching American Sign Language. She has experience writing curriculum and developing sign language degrees for community colleges and a Master's degree in Rehabilitation Counseling with the Deaf.

**Online Course # ETG220**.....\$99

## Hebrew Reading

Age 16 and UP

Review the Hebrew alphabet. Read key words and sentences as well as selections from the book of Psalms. Handouts and learning materials will be provided.

**Instructor:** *Erich Zameret* is a native Hebrew speaker and has taught Hebrew for decades to both children and adults. Retired from electrical engineering and teaching math, Erich has an MA from Hebrew College in

## LANGUAGES

Massachusetts. He has taught Hebrew at the Adult Learning Academy of Temple Beth El in Las Cruces and is eager to share his passion for Hebrew with his students.

**Course # LA105..... 12 hrs .....\$77**

**When:** Tues Sept 6 – Oct 11

**Time:** 6:00 p.m. – 8:00 p.m.

**Where:** DACC Central, DAMA RM 109A

## 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 into the local currency, and much more.

**Students should purchase *Communicating in Spanish: Schaum's Foreign Language Series, Novice Elementary Level* ISBN: 978-0-07-056642-2 prior to start of course**

**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 .....\$77**

**When:** Tues Sept 6 – Oct 11

**Time:** 6:00 p.m. – 8:00 p.m.

**Where:** DACC Central, DAHL RM 184

## 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, checking in and out of hotels, and making reservations at restaurants and events. Learn how to communicate with medical personnel in case of illness.

**Students should purchase *Communicating in Spanish: Schaum's Foreign Language Series, Novice Elementary Level* ISBN: 978-0-07-056642-2 prior to start of course**

**Instructor: John Andrews** has a Master's in Curriculum and Instruction, Spanish, ESL, and Bilingual Education. He has a BA

## LANGUAGES

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..... 12hrs .....\$77**

**When:** Tues Oct 18 – Nov 22

**Time:** 6:00 p.m. – 8:00 p.m.

**Where:** DACC Central DAHL, RM 184

## MUSIC &amp; DANCE

## How to Play Piano by Ear\*\*

Age 18 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 .....\$35**

**When:** Sat Oct 1

**Time:** 12:15 p.m. – 2:45 p.m.

**Where:** DACC Workforce Center, RM 123

## Instant Guitar for Hopelessly Busy People

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. Bring

your acoustic guitar and 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 # MD102..... 2.5 hrs .....\$35**

**When:** Sat Oct 1

**Time:** 3:00 p.m. – 5:30 p.m.

**Where:** DACC Workforce Center, RM 123

## Instant Piano for Hopelessly Busy People\*\*

Age 18 and Up

In just a few hours, you can learn enough secrets of the trade to give you years of musical enjoyment. Piano teachers teach note reading, piano professionals use chords. Learn all the chords you'll need to play any song in this one session. Any song, any style, any key! If you can find middle C, and know the meaning of Every Good Boy Does Fine, you are ready for this workshop. Total beginners can print out a free pamphlet on the treble clef online at [http://justonclasses.com/info/images/fastpresence/class\\_notes\\_for\\_piano.pdf](http://justonclasses.com/info/images/fastpresence/class_notes_for_piano.pdf)

**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 .....\$35**

**When:** Sat Oct 1

**Time:** 8:30 a.m. – 11:30 a.m.

**Where:** DACC Workforce Center, RM 123

**\*\*Take a \$10 discount when taking both piano courses this semester**



## PERSONAL ENRICHMENT

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**A to Z Grant Writing**

Get the skills and tools you need to enter the exciting field of grant writing! Discover how and where to look for potential funders who are a good match for your organization. Learn how to network and develop true partnerships with a variety of funders, organize a successful grant-writing campaign, and put together a complete proposal package.

**Instructor:** *Linda Vallejo* is a professional grant writer and grant-writing instructor with 30 years of experience. She has written proposals for a variety of organizations with interests ranging from the arts, education, environment, health and human services, faith-based programs, and community and economic development projects that resulted in \$30 million in funding from foundation, corporate, government, and individual donors.

**Online Course # ETG165.....\$99**

**NEW!****Blogging and Podcasting for Beginners**

Learn how to create, manage, and promote your own blog and audio and video podcast using tools that you already have on your computer—no paid software or equipment is needed. Develop a plan for the content, setup, and long-term maintenance of a blog. Then use Blogger and WordPress to put that plan into action. Learn to record a professional-sounding audio podcast with a very simple recording tool you already have and much more!

**Instructor:** *John Agress* has been active in the computer world since the 1980s, developing and designing Web Sites for more than a decade. He was among the first designers to recognize that WordPress is useful as a content management tool. John graduated from Northwestern University with a B.S. in Communication Studies and spent many years as a radio and television news anchor, writer, and producer.

**Online Course # ETG223.....\$99**

**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. Get the most current updates that Facebook has made to their 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.

**Online Course # UGOT111.....\$245**

**When:** Oct 3 - 28

**Google Analytics**

**Certificate Available:** [dacc.augusoft.net](http://dacc.augusoft.net)

If you are not reviewing your Web site statistics, then you are missing several key opportunities to profit. Aimed at non-technical users, learn key techniques and how to use this free online tool to better understand your visitor traffic, how to calculate return on investment (ROI) for your online advertising dollars, and how to convert views to sales.

**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.

**Online Course # UGOT112.....\$195**

**When:** Oct 3 - 28

**How to Get Started in Game Development**

There's never been a better time to start a career in the game development industry. Start with the fundamentals of game development and get an overview of game genres, platforms, and audiences. Then learn tools and techniques to help you make better design decisions and achieve greater efficiencies as you develop your own games. Get a feel for where game development is headed and your future in game design.

**Instructors:** *Dr. Edward Lavieri* is an active educational game design researcher with a special interest in adaptive learning. He is the creator of the Adaptive Learning Game Design (ALGAE) model that provides guidance on how to create adaptive educational computer games. He has created over 50 Web, desktop, and mobile games. Edward has just as much fun designing and developing computer games as he does teaching others how to do it.

**Online Course # ETG151.....\$99**

**Instagram for Business**

Instagram is a marketing gold mine. Discover ways to have your audience generate excellent content for you while building your community. Learn to make hashtags work for you. Explore Do's and Don'ts of Instagram to get you on the fast track to success. 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 # UGOT153.....\$195**

**When:** Sept 6 - 30

**Testimonial:**

*"The instructor was highly knowledgeable about the French language and French culture, and she went out of her way to meet our needs. She was extremely polite, respectful, and connected very well with her students. It was a delight being in her class."*

## Introduction to 3-D Printing

Learn how to separate the real promise of the technology from the hype, and understand the workflow for a consumer-level 3D printer. Become familiar with some typical online databases of objects available to print, and get a bit of experience with free or open-source software for all stages of the process. Primarily focused to introduce you to the tools of the open 3D printer ecosystem, but the principles will apply to consumer 3D printers in general.

**Instructor: Joan Horvath and Rich Cameron** are the co-founders of maker technology consultancy Nonscriptum LLC ([www.nonscriptum.com](http://www.nonscriptum.com)) and previously were respectively VP of Business Development and VP of R&D at a small Kickstarter-funded 3D printer company. Joan's experience includes a 16 year stint in the aerospace industry, adjunct positions at several universities, and consulting in a wide variety of circumstances. She has degrees in Aeronautics and Astronautics from MIT and an Engineering MS from UCLA. Rich is an open-source 3D printer guru who designed one of the early open source 3D printers, the Wallace, and later the commercially-available Bukito.

**Online Course # UGOT170.....\$195**  
**When: Sept 6 – 30**

## Introduction to Social Media

**Certificate Available: [dacc.augusoft.net](http://dacc.augusoft.net)**

Get involved in the move from in-person to online communication. Learn what social media are and their role in your business and personal life. Find out the top sites and using the sites for communication, customer retention, branding, marketing, market research, needs assessment, and serving customers and clients. Explore the options for your organization.

**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 and enjoys sharing her enthusiasm for social media.

**Online Course # UGOT115.....\$195**  
**When: Sept 6 - 30**

## Las Cruces Newcomers 101

**Age 17 & Up**

A humorous, interesting, and useful awareness of the sports, art, theatre, parks and recreation, dining, and music in Las Cruces. Whether you are a newcomer or settled in, gain insight into the history of the area. Learn about the makeup and inner workings of city government, streets, services, local issues, and upcoming city projects.

**M/S fee of \$5.00 payable to instructor at first class meeting.**

**Instructor: Mark O'Neill** has lived and been active in the community for years, serving five years on the Parks and Recreation Advisory Board. He frequents many restaurants and business establishments in the community and often attends city council meetings and candidate forums during election time.

**Course # PE154..... 4 hrs .....\$33**

**When: Wed Sept 21 & 28**

**Time: 5:30 p.m. – 7:30 p.m.**

**Where: DACC Workforce Center, RM 121**

## 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. 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 # UGOT141.....\$195**  
**When: Nov 7 – Dec 20**

## NEW! Marketing Business Publications

**Certificate Available: [dacc.augusoft.net](http://dacc.augusoft.net)**

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. Discover the various marketing avenues for your non-fiction business publication or book. Discover new tips for 'old school' marketing. Then acquire information on how to use social media sites that make sense for your audience. Most importantly, you will create a marketing plan so you can map out your marketing steps from start to finish.

**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 # UGOT158.....\$195**  
**When: Nov 7 – Dec 2**

## Pinterest Essentials

Marketing with Pinterest can yield impressive results, often beating Facebook. Learn how to create an optimized Pinterest business account, use the features and options within the Pinterest platform, set up collections of pins, and pin images and video to Pinterest boards. Practice using Pinterest tools and widgets to create galleries on a blog or Web site, and optimize the content.

**Online Course # PE151 .....\$99**

## Program Evaluation for Non-Profits

Enhance your understanding of program evaluation within the non-profit context. Improve evaluation planning, data collection, data analysis, and data use with a complete program logic model and evaluation plan ready for implementation. 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.

*(continues on next page)*



**PERSONAL ENRICHMENT***(continued from previous page)*

**Instructor: Myia Welsh**, MSW, has over 12 years of experience working in the non-profit sector. As an evaluation consultant, she works with nonprofits 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**.....\$245  
**When:** Nov 7 – Dec 2

## Revenue Generation for Non-Profits

Build revenue streams for your non-profit organization. Discover how to increase revenue from your current activities. Develop strategies for building new ones. Learn how to effectively set prices or fees. Understand the 20% that generates 80% of your revenue. Gain a good understanding of improving your revenue generation and generating 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 # UGOT126**.....\$495  
**When:** Sept 6 – Oct 28

## Self-Publishing eBooks

**Certificate Available:** [dacc.augusoft.net](http://dacc.augusoft.net)

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

**PERSONAL ENRICHMENT**

series and the author of the iPad Mystery Thriller enhanced eBook. Tim is excited to share his knowledge with his students.

**Online Course # UGOT143**.....\$195  
**When:** Oct 3 – 28

## Twitter

Twitter is a hot social media platform these days – and everyone seems to be using it. Learn the best way to take advantage of the unique opportunities Twitter offers – and discover the best ways to create relationships and network with your key constituents. You will find out the best – and easiest – techniques for successful interactions in the Twittersverse.

**Online Course # UGOT130**.....\$195  
**When:** Sept 6 - 30

## Video Marketing

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. Practice shooting 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.

**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 # UGOT132**.....\$245  
**When:** Sept 6 – 30

## **NEW!** Web Design

Online users say a Web site's design is the number one criteria for deciding whether a company is credible or not, according to recent research. Discover the basics of Web design using HTML and CSS. No prior knowledge of HTML or Web design is required. Plan and design effective Web

**PERSONAL ENRICHMENT**

pages. Discover ways to enhance Web pages with the use of page layout techniques, text formatting, graphics, and images.

**Instructor: Tonya D. Wright** is an accomplished Web designer and programmer with 15 years of experience in Web design and leading teams developing new media marketing. Tanya is also a corporate training consultant and directs a virtual team of multimedia developers, video producers, and graphic designers for a variety of consulting projects for her own design firm.

**Online Course # UGOT165**.....\$245  
**When:** Sept 6 – 30

## YouTube for Business

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 videos 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.

**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 # UGOT133**.....\$245  
**When:** Oct 3 – 28

### Parking Permit Information

You will need a parking permit if you are going to be on the DACC Central Campus for courses Mon–Fri, 7AM–4:30PM.

Permits are not necessary for courses after 4:30PM or on weekends. You can pick up your complimentary parking permit at the DACC Community Education window, 2345 E. Nevada Ave., Suite 100

### Testimonial:

*“The instructor took the time to give hands on help and answer question.”*



**SAFETY**

**WRITING**

**WRITING**

## Self-Defense for Women

Age 15 and Up

A girl's and women's self-defense program to teach easy and practical techniques. Learn additional skills that include awareness of your surroundings, area, drawing attention, etc. The objectives are to enhance one's instincts as a first line of defense and the practice of easy and retainable techniques. No previous experience required.

**Student should wear comfortable clothing and closed toe shoes. No shorts.**

**Instructor:** *Albert Ortiz* is a retired law enforcement officer. He is a certified self-defense instructor and also sells women's self-defense items. Albert has been teaching the course since his retirement in September 2005 and his motto is "being a victim is not an option."

**Course # SA113D1** ..... 7hrs ..... \$54  
**When:** Sat Sept 10

**Time:** 8:00 a.m. – 3:00 p.m.

**Where:** DACC Workforce Center, RM 121

**Course # SA113D2** ..... 7hrs ..... \$54

**When:** Sat Oct 8

**Time:** 8:00 a.m. – 3:00 p.m.

**Where:** DACC Workforce Center, RM 121

**Course # SA113D3** ..... 7hrs ..... \$54

**When:** Sat Nov 12

**Time:** 8:00 a.m. – 3:00 p.m.

**Where:** DACC Workforce Center, RM 121

**Course # SA113D4** ..... 7hrs ..... \$54

**When:** Sat Dec 10

**Time:** 8:00 a.m. – 3:00 p.m.

**Where:** DACC Workforce Center, RM 121

### Testimonial:

"As always, pottery is a wonderful class! The teachers are excellent! They create a positive, supportive atmosphere in the classroom. Well done!"

### NOTE

Course starting dates vary. Check course descriptions for specific dates.

## Fiction Writing: Workshopping Your Book

Age 17 and Up

Intended for those who are writing fiction or have completed fiction work. Work closely with the instructor and fellow authors to discuss and creatively critique a 30 page portion of your manuscript. The focus will be on characterization, dialogue, setting and overall storyline (plot).

**Students should purchase *The Everything Guide to Writing Your First Novel* prior to start of class. ISBN: 13-978-1-4405-0957-5. Students can bring a personal laptop to class meetings.**

**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 a romance novella under her own name. Barbara has written other manuscripts that are in the self-publishing process.

**Course # WR137** ..... 6 hrs ..... \$47

**When:** Sat Sept 10 – Oct 15

**Time:** 9:00 a.m. – 10:00 a.m.

**Where:** DACC Central DAMA, RM 109B

## NEW! Introduction to Play Writing

Age 16 and Up

Have you ever wanted to write a theatrical play or write a screen play? Get an introduction to dramatic writing that will get you started. Study Aristotle's Elements of Drama as well as short works by some of our best modern authors. Students will start a writing piece in class that will be workshopped throughout the duration of the course.

**Instructor:** *Francisca Zimmerman-Hakes* has a Masters of Art in English Creative Writing with an emphasis in playwriting from NMSU and studied Theater and Dance at the University of Texas at Austin. Her work has been performed in Austin TX, Las Vegas NV, and locally here in Las Cruces.

**Course # WR138** ..... 8 hrs ..... \$61

**When:** Tues & Thurs Oct 27 – Nov 22

**Time:** 6:00 p.m. – 7:00 p.m.

**Where:** DACC Workforce Center, RM 119

## NEW! Stream of Consciousness

Age 18 and Up

Free your mind with Wild Writing. Choose a theme and write nonstop for fifteen minutes to push past the critical mind. Then share your piece with the class where only positive feedback is allowed. Laughter is required.

**Students should bring a pen and notebook to class.**

**Instructor:** *Martha Lategan* has been in several wild writing groups in which anything goes. She is always amazed at the latent talent expressed in writing when people set their minds free.

**Course # WR139** ..... 3 hrs ..... \$26

**When:** Sat Sept 10 – 24

**Time:** 2:00 p.m. – 3:00 p.m.

**Where:** DACC Workforce Center, RM 119

## NEW! Write Your Life Story

Have you thought about writing your story, sharing life-altering events? Gain satisfaction in telling history your way. Get step-by-step instruction for creating an outline for your story. Then begin filling in the details and watch your story come to life.

**Instructor:** *Eva Shaw*, Ph.D., is a full-time working writer of 1000 articles, essays, and short stories. She's the ghost or author of 70 books. Eva's work has been featured in a number of prominent publications and she has won several awards. An expert on time management for writers, Eva stays on top of market trends to help emerging writers focus on quality writing and publication.

**Online Course # ETG224** ..... \$99

**Looking for more?**

**Check out all of our online courses at [dacc.augusoft.net](http://dacc.augusoft.net)**

**DRIVING DIRECTIONS**

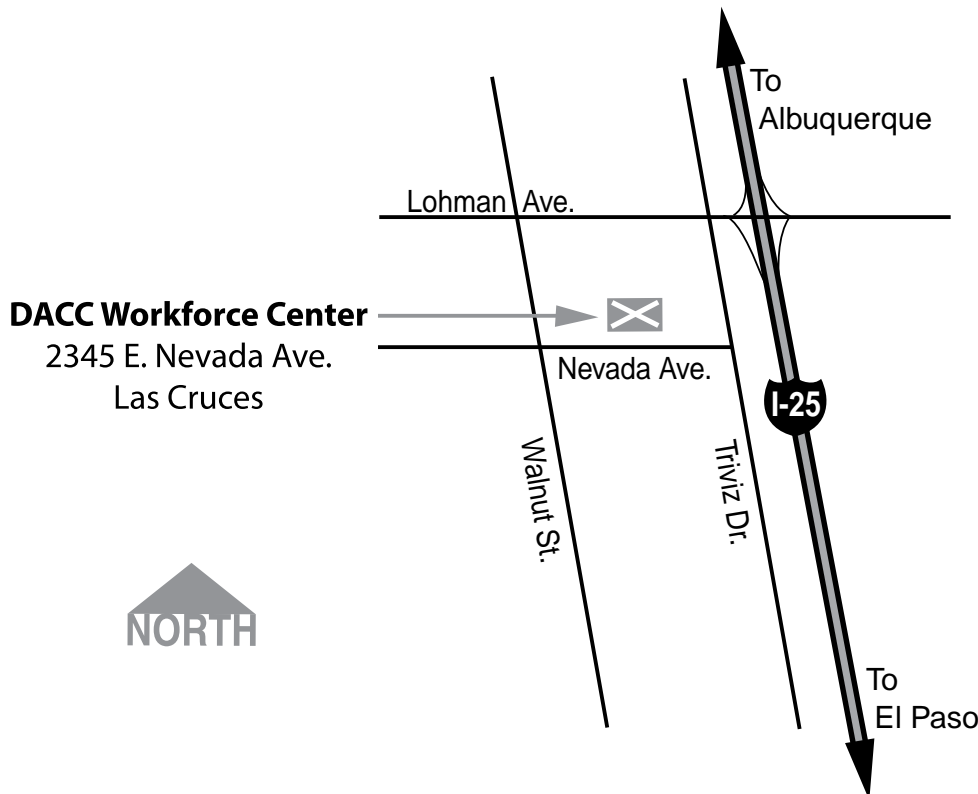


**Map to East Mesa Campus**

**DRIVING DIRECTIONS**



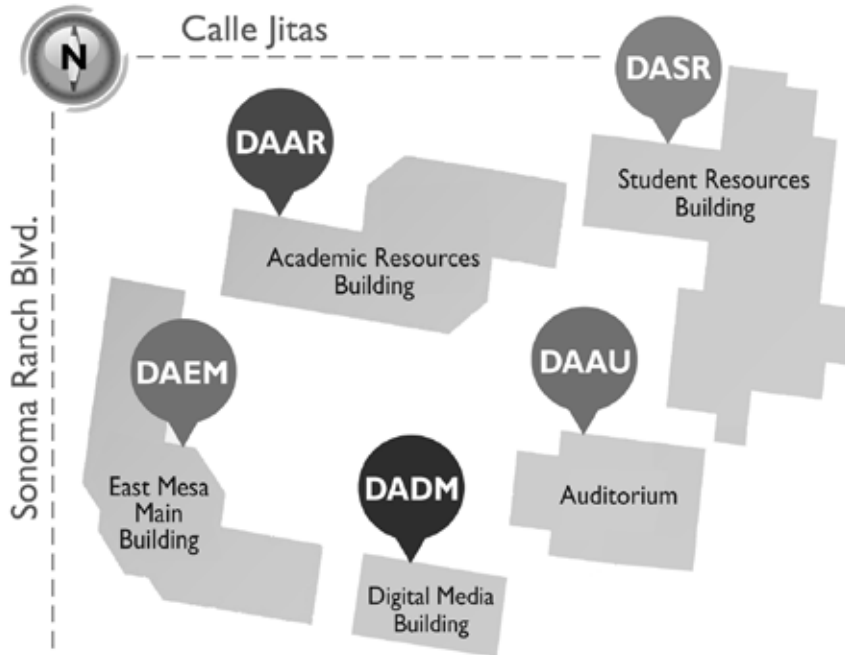
**Map to Central Campus**



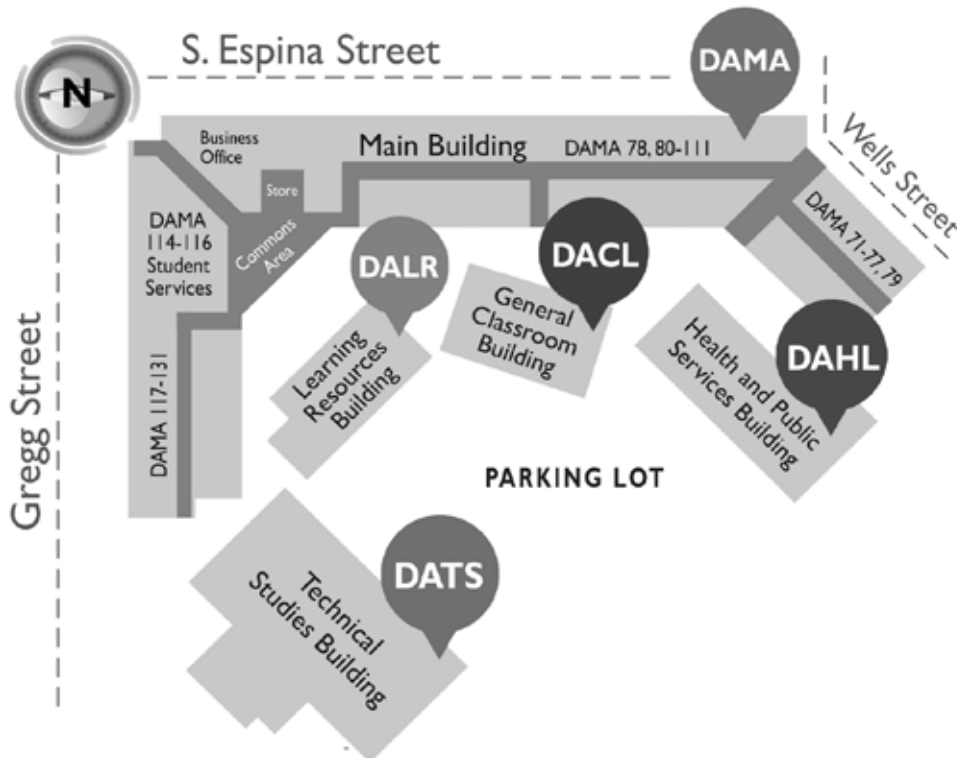
**Map to Workforce Center**

**BUILDING MAPS**

**DACC EAST MESA CAMPUS MAP**



**DACC CENTRAL CAMPUS MAP**



**GENERAL INFORMATION**

# WHAT'S INSIDE

- Arts & Crafts ..... 2
- Certifications ..... 3
- Computer Education ..... 4
- Culinary Arts ..... 5
- Health & Relaxation ..... 6
- Hobbies & Leisure ..... 7
- Home & Garden ..... 10
- Kids Kollege ..... 11
- Languages ..... 12
- Music & Dance ..... 13
- Personal Enrichment ..... 14
- Safety ..... 17
- Writing ..... 17
- Registration Form ..... 23

## 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.

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

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

# MISSION VISION and VALUES STATEMENTS

**MISSION** 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.

**VISION** 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.

**VALUES** 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
  - provides comprehensive assessment of learning

- 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>

# 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.augusoft.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.

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

## 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

### NMSU:

Various buildings on NMSU Main Campus (as indicated)

## Parking

Parking at the East Mesa Campus and the Chaparral, Gadsden, Hatch, Sunland Park, and Workforce centers does not require a permit. If your course is scheduled at the DACC Central Campus, your parking options are the following:

For courses that are scheduled after 4:30PM Monday through Friday, or on weekends, no permit is required to park in visitor, commuter student, faculty/staff, or meter spaces.

For other courses when a permit is required, a daily E-Permit can be downloaded at the following site:

<http://ict-iisweb.nmsu.edu/auxadmin/ParkingForms/ePermit.aspx>

This permit is free and is valid for one day at a time. There is a limit of 5 permits per year. For more information regarding parking, please call the Community Education Office or refer to the following Web site:

<http://nmsuparking.com/visitor.htm>

## 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): Sept. 5 and Nov. 24 – 25, 2016.

## AVAILABLE UPON REQUEST

- Certificates of Participation
- CEU Documentation (skill courses only)
- Gift Certificates

## CATALOG STATEMENT

This catalog is current as of the time of printing. Please be aware that changes may have been made since that date. For the most up-to-date course information, please go to

<http://dacc.augusoft.net>

# 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](http://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 #	<input type="text"/>	Expiration Date Month & Year	<input type="text"/>
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Name  Day phone

Address  Msg phone

City  St  Zip

Email please print

CRS #	<input type="text"/>	CRS Title	<input type="text"/>	Fee	<input type="text"/>
CRS #	<input type="text"/>	CRS Title	<input type="text"/>	Fee	<input type="text"/>
CRS #	<input type="text"/>	CRS Title	<input type="text"/>	Fee	<input type="text"/>
CRS #	<input type="text"/>	CRS Title	<input type="text"/>	Fee	<input type="text"/>
CRS #	<input type="text"/>	CRS Title	<input type="text"/>	Fee	<input type="text"/>

By signing I acknowledge that I have read and understand the Cancellation/Refund Policy.  
**Registration will not be made without signature!**

X \_\_\_\_\_  
 SIGNATURE



Work at your own pace  
 and from the comfort of  
 your own home with our  
 online courses!

Web Design  
 Exercise and Fitness

Blogging  
 Grant Writing  
 Genealogy

Social Media  
 Self-Publishing

Find all of our online courses at:  
[dacc.augusoft.net](http://dacc.augusoft.net)



Educational Excellence For Fitness Professionals®

# 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.

REAL EDUCATION = REAL CERTIFICATION



**October 8 -  
 November 12**

**Saturdays  
 9 am - 4 pm**

**Cost: \$649**

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

For course information  
 contact WITS at  
 888-330-9487 or visit  
[www.witseducation.com](http://www.witseducation.com)