

**Auto Dealers**

This course reviews basic NC laws, provides updates, and renews a dealer's license. Participants must have a current Auto Dealer's license to attend class.

**Course #:** L-1171

**Start • End Date:** 01/10/12 • 01/10/12

**Day:** T **Time:** 9:00A – 3:30P

**Cost:** 65.00 **Location Code:** WBW

**Building Location:** Main Bldg Rm 215

*Instructor: Larry Davis*

**Course #:** H-1878

**Start • End Date:** 02/16/12 • 02/16/12

**Day:** Th **Time:** 9:00A – 4:00P

**Cost:** 65.00 **Location Code:** HMC

**Building Location:** Con Ed Rm 219

*Instructor: Larry Davis*

**Course #:** L-1172

**Start • End Date:** 03/13/12 • 03/13/12

**Day:** T **Time:** 9:00A – 3:30P

**Cost:** 65.00 **Location Code:** WBW

**Building Location:** Main Bldg Rm 215

*Instructor: Larry Davis*

**Course #:** H-1879

**Start • End Date:** 04/18/12 • 04/18/12

**Day:** W **Time:** 9:00A – 4:00P

**Cost:** 65.00 **Location Code:** HMC

**Building Location:** Con Ed Rm 219

*Instructor: Larry Davis*

**Basic Electricity for the Apprentice/Helper**

This course is designed to increase safety awareness and teach electrical concepts and basic repairs. Completion of this course could lead to employment as an electrician's helper or apprentice.

**Course #:** C-1265

**Start • End Date:** 01/17/12 • 03/08/12

**Day:** TTh **Time:** 6:00P – 9:00P

**Cost:** 121.25 **Location Code:** SCC

**Building Location:** Rm 102

*Instructor: Michael Kreibick*

**Bioprocess Technology**

This course will prepare students for employment in the bioprocess industry as process technicians. In addition it will be a preparation course to take the Bioprocess Technician Certification exam.

**Course #:** C-1269

**Start • End Date:** 01/04/12 • 05/02/12

**Day:** MW **Time:** 9:00A – 12:30P

**Cost:** 176.25 **Location Code:** PMC

**Building Location:** Bldg 042 Rm 207

*Instructor: Jerry Koontz*

**Bioworks Technician**

This course is designed to provide basic preparation for entry-level process technician jobs in Bioprocess manufacturing, pharmaceutical manufacturing, and chemical manufacturing.

**Course #:** H-1886

**Start • End Date:** 01/09/12 • 05/02/12

**Day:** MW **Time:** 6:00P – 10:00P

**Cost:** 175.00 **Location Code:** HMC

**Building Location:** Con Ed Rm 240

*Instructor: John Eylers*

**Commercial Driver's License**

Learn the classroom knowledge you need to take the Commercial Driver's License exam.

**Course #:** C-1263

**Start • End Date:** 02/02/12 • 02/23/12

**Day:** TTh **Time:** 6:00P – 9:00P

**Cost:** 65.00 **Location Code:** PMC

**Building Location:** Bldg 041 Conf Rm

*Instructor: Bobby Lawson*

**Course #:** L-1225

**Start • End Date:** 02/06/12 • 03/14/12

**Day:** MW **Time:** 6:00P – 8:00P

**Cost:** 65.00 **Location Code:** WBW

**Building Location:** Main Bldg Rm 215

*Instructor: Roger Judd*

**Course #:** C-1264

**Start • End Date:** 03/08/12 • 03/29/12

**Day:** TTh **Time:** 6:00P – 9:00P

**Cost:** 65.00 **Location Code:** PMC

**Building Location:** Bldg 041 Conf Rm

*Instructor: Bobby Lawson*

## Cosmetology – Advanced Exfoliation Hands-on

Provides eight (8) continuing education hours in the knowledge and techniques of exfoliation.

**Course #:** L-1214  
**Start • End Date:** 01/21/12 • 01/21/12  
**Day:** Sa **Time:** 8:00A – 5:00P  
**Cost:** 71.25 **Location Code:** LMC  
**Building Location:** Budd Hall Rm 603  
*Instructor: Jean Ettefagh*

**Course #:** L-1217  
**Start • End Date:** 04/14/12 • 04/14/12  
**Day:** Sa **Time:** 8:00A – 5:00P  
**Cost:** 71.25 **Location Code:** LMC  
**Building Location:** Budd Hall Rm 603  
*Instructor: Jean Ettefagh*

## Cosmetology – Facial Makeup Hands-on

Provides eight (8) continuing education hours in the use of cosmetics, cosmetic color theory, and make-up process for any occasion.

**Course #:** L-1215  
**Start • End Date:** 02/18/12 • 02/18/12  
**Day:** Sa **Time:** 8:00A – 5:00P  
**Cost:** 65.00 **Location Code:** LMC  
**Building Location:** Budd Hall Rm 603  
*Instructor: Jean Ettefagh*

**Course #:** L-1218  
**Start • End Date:** 05/12/12 • 05/12/12  
**Day:** Sa **Time:** 8:00A – 5:00P  
**Cost:** 65.00 **Location Code:** LMC  
**Building Location:** Budd Hall Rm 603  
*Instructor: Jean Ettefagh*

## Cosmetology – Intro to Esthetics Hands-on

Earn eight (8) continuing education hours in the use of cleansing, preservation of health, and beautification of skin and body.

**Course #:** L-1216  
**Start • End Date:** 03/17/12 • 03/17/12  
**Day:** Sa **Time:** 8:00A – 5:00P  
**Cost:** 65.00 **Location Code:** LMC  
**Building Location:** Budd Hall Rm 603  
*Instructor: Jean Ettefagh*

## Cosmetology – Spanish

This course allows students who speak Spanish fluently to obtain their cosmetology certificates by completing 1500 hours.

**Course #:** H-1883  
**Start • End Date:** 01/09/12 • 05/10/12  
**Day:** MTWTh **Time:** 8:00A – 3:30P  
**Cost:** 181.25 **Location Code:** HMC  
**Building Location:** Building 4  
*Instructor: Zordia Cruz*

**Course #:** H-1882  
**Start • End Date:** 01/09/12 • 05/10/12  
**Day:** MTWTh **Time:** 3:30P – 10:30P  
**Cost:** 181.25 **Location Code:** DUNN  
**Building Location:** Dunn Cosmetology  
*Instructor: Rosa D. Del Toro*

## Customer Service Excellence

Through classroom discussions, role playing, and video vignettes, students will become proficient in the delivery of customer service.

**Course #:** C-1260  
**Start • End Date:** 02/29/12 • 03/28/12  
**Day:** W **Time:** 1:00P – 4:00P  
**Cost:** 189.00 **Location Code:** PMC  
**Building Location:** Bldg 042 Conference Rm 2  
*Instructor: Jess Spiller*



**Diesel Mechanics**

This course includes rebuilding and repairing fuel-injection systems, cylinder heads, and starting systems on large and small diesel engines.

**Course #:** H-1885  
**Start • End Date:** 01/10/12 • 05/08/12  
**Day:** TWTh **Time:** 06:00P – 10:00P  
**Cost:** 181.25 **Location Code:** WHC  
**Building Location:** Continuing Education Rm 218  
*Instructor: Graham McDonald*

**Effective Teacher Training**

Sessions include learning experiences, time management, instructional methods, preparation, monitoring student interaction, non-instructional duties, and evaluation. Recommended for substitute teachers, teacher assistants, and prospective teachers. *No book required.*

**Course #:** L-1234  
**Start • End Date:** 02/06/12 • 03/28/11  
**Day:** MW **Time:** 6:00P – 8:00P  
**Cost:** 120.00 **Location Code:** WBW  
**Building Location:** Main Bldg Rm 119  
*Instructor: Sandra Stancil*

**Course #:** C-1267  
**Start • End Date:** 02/07/12 • 03/08/12  
**Day:** TTh **Time:** 6:00P – 9:00P  
**Cost:** 120.00 **Location Code:** PMC  
**Building Location:** Bldg 042 Conf Rm  
*Instructor: Sandra Stancil*

**Course #:** L-1235  
**Start • End Date:** 02/25/12 • 03/17/12  
**Day:** Sa **Time:** 8:00A – 4:30P  
**Cost:** 120.00 **Location Code:** TBD  
**Building Location:** TBD  
*No class Saturday, April 7 (Easter weekend)*  
*Instructor: Sandra Stancil*

**Course #:** C-1268  
**Start • End Date:** 03/24/12 • 04/28/12  
**Day:** Sa **Time:** 9:00A – 4:00P  
**Cost:** 120.00 **Location Code:** PMC  
**Building Location:** Bldg 042 Conf Rm  
*Instructor: Sandra Stancil*

**Electrical Contractor – Analysis of NEC Changes**

You will receive updated information on latest changes in the National Electric Code and NC Electric Code. Class offers four hours of required CE credits. NEC 2011 book is required.

**Course #:** L-1227  
**Start • End Date:** 01/19/12 • 01/19/12  
**Day:** Th **Time:** 8:00A – 12:00P  
**Cost:** 65.00 **Location Code:** WBW  
**Building Location:** Main Bldg Rm 120  
*Instructor: Richard Holt*

**Course #:** L-1229  
**Start • End Date:** 03/15/12 • 03/15/12  
**Day:** Th **Time:** 8:00A – 12:00P  
**Cost:** 65.00 **Location Code:** WBW  
**Building Location:** Main Bldg Rm 120  
*Instructor: Richard Holt*

**Electrical Contractor – Bonding and Grounding**

Learn information necessary for grounding and bonding in compliance with NEC Article 250. Class provides four hours of required CE credits. NEC 2011 book is required.

**Course #:** L-1228  
**Start • End Date:** 01/19/12 • 01/19/12  
**Day:** Th **Time:** 1:00P – 5:00P  
**Cost:** 65.00 **Location Code:** WBW  
**Building Location:** Main Bldg Rm 120  
*Instructor: Richard Holt*

**Electrical Contractor – License Renewal Review**

Students will review information necessary to test for electrical contractor license renewal. Class counts toward required CE credits. NEC 2011 book is required.

**Course #:** L-1230  
**Start • End Date:** 03/15/12 • 03/15/12  
**Day:** Th **Time:** 1:00P – 5:00P  
**Cost:** 65.00 **Location Code:** WBW  
**Building Location:** Rm 120  
*Instructor: Richard Holt*

**Electrical – Residential Wiring**

Learn in-depth, hands-on knowledge of the principles of electrical wiring as it applies to residential applications. These skills will qualify you for entry level employment in the wiring industry.

**Course #:** L-1231  
**Start • End Date:** 01/24/12 • 05/01/12  
**Day:** TW **Time:** 6:00P – 10:00P  
**Cost:** 176.25 **Location Code:** TBD  
**Building Location:** TBD  
*Instructor: Richard Holt*

**General Contractor Licensing Preparation**

This course is designed to guide and assist licensing candidates in their successful preparation for the NC General Contractor's Examination (both residential and commercial building classifications, with the emphasis on residential).

*Approximate book cost \$600.00.*

**Course #:** C-1262  
**Start • End Date:** 01/26/12 • 04/12/12  
**Day:** Th **Time:** 6:30P – 10:00P  
**Cost:** 120.00 **Location Code:** SCC  
**Building Location:** Rm 215

**Getting Paid to Talk**

Have you ever been told that you have a great voice? This exciting class will explore numerous aspects of voice-over work for tv, film, radio, audio books, documentaries, and the internet in your area. We will cover all the basics, including how to prepare the all-important demo, how to be successful and earn great income in this exciting field.

**Course #:** L-1173  
**Start • End Date:** 03/15/12 • 03/15/12  
**Day:** Th **Time:** 6:30P – 9:00P  
**Cost:** 19.00 **Location Code:** WBW  
**Building Location:** Main Bldg Rm 216  
*Instructor: David Rodwell*

**Electronic Notary Public**

If you are a commissioned Notary Public, you can become certified to notarize documents electronically.

**Course #:** L-1212  
**Start • End Date:** 01/10/12 • 01/10/12  
**Day:** T **Time:** 1:00P – 5:00P  
**Cost:** 65.00 **Location Code:** WBW  
**Building Location:** Main Bldg Rm 118  
*Instructor: Patsy Payne*

**Course #:** L-1213  
**Start • End Date:** 03/05/12 • 03/05/12  
**Day:** M **Time:** 5:30P – 9:30P  
**Cost:** 65.00 **Location Code:** WBW  
**Building Location:** Main Bldg Rm 118  
*Instructor: Patsy Payne*

**Notary Public**

Whether you're already commissioned and need more information or working toward a new commission as a Notary Public, this class will give you what you need.

*Book is required.*

**Course #:** H-1873  
**Start • End Date:** 01/14/12 • 01/14/12  
**Day:** Sa **Time:** 8:00A – 4:30P  
**Cost:** 65.00 **Location Code:** HMC  
**Building Location:** Con Ed Rm 219  
*Instructor: Patsy Payne*

**Course #:** L-1208  
**Start • End Date:** 01/17/12 • 01/18/12  
**Day:** TW **Time:** 5:30P – 9:30P  
**Cost:** 65.00 **Location Code:** WBW  
**Building Location:** Main Bldg Rm 220H  
*Instructor: Patsy Payne*

**Course #:** C-1270  
**Start • End Date:** 01/20/12 • 01/20/12  
**Day:** F **Time:** 8:00A – 5:00P  
**Cost:** 65.00 **Location Code:** PMC  
**Building Location:** Bldg 042 Rm 109  
*Instructor: Patsy Payne*

**Course #:** C-1271  
**Start • End Date:** 02/10/12 • 02/10/12  
**Day:** F **Time:** 8:00A – 5:00P  
**Cost:** 65.00 **Location Code:** PMC  
**Building Location:** Bldg 042 Rm 109  
*Instructor Patsy Payne*

**Course #:** H-1874  
**Start • End Date:** 02/11/12 • 02/11/12  
**Day:** Sa **Time:** 8:00A – 4:30P  
**Cost:** 65.00 **Location Code:** HMC  
**Building Location:** Con Ed Rm 219  
*Instructor: Patsy Payne*

**Course #:** L-1209  
**Start • End Date:** 02/13/12 • 02/13/12  
**Day:** M **Time:** 8:00A – 5:00P  
**Cost:** 65.00 **Location Code:** WBW  
**Building Location:** Main Bldg Rm 120  
*Instructor: Patsy Payne*

**Course #:** C-1272  
**Start • End Date:** 03/08/12 • 03/08/12  
**Day:** Th **Time:** 8:00A – 5:00P  
**Cost:** 65.00 **Location Code:** PMC  
**Building Location:** Bldg 042 Conf Rm  
*Instructor: Patsy Payne*

**Course #:** H-1875  
**Start • End Date:** 03/10/12 • 03/10/12  
**Day:** Sa **Time:** 8:00A – 4:30P  
**Cost:** 65.00 **Location Code:** HMC  
**Building Location:** Con Ed Rm 219  
*Instructor: Patsy Payne*

**Course #:** L-1210  
**Start • End Date:** 03/13/12 • 03/14/12  
**Day:** TW **Time:** 5:30P – 9:30P  
**Cost:** 65.00 **Location Code:** WBW  
**Building Location:** Main Bldg Rm 216  
*Instructor: Patsy Payne*

**Course #:** H-1876  
**Start • End Date:** 04/14/12 • 04/14/12  
**Day:** Sa **Time:** 8:00A – 4:30P  
**Cost:** 65.00 **Location Code:** HMC  
**Building Location:** Con Ed Rm 219  
*Instructor: Patsy Payne*

**Course #:** L-1211  
**Start • End Date:** 04/17/12 • 04/17/12  
**Day:** T **Time:** 8:00A – 5:00P  
**Cost:** 65.00 **Location Code:** WBW  
**Building Location:** Main Bldg Rm 120  
*Instructor: Patsy Payne*

**Course #:** C-1273  
**Start • End Date:** 04/27/12 • 04/27/12  
**Day:** F **Time:** 8:00A – 5:00P  
**Cost:** 65.00 **Location Code:** PMC  
**Building Location:** Bldg 042 Rm 109  
*Instructor: Patsy Payne*

**Course #:** C-1274  
**Start • End Date:** 05/10/12 • 05/10/12  
**Day:** Th **Time:** 8:00A – 5:00P  
**Cost:** 65.00 **Location Code:** PMC  
**Building Location:** Bldg 042 Conf Rm  
*Instructor Patsy Payne*

**Course #:** H-1877  
**Start • End Date:** 05/12/12 • 05/12/12  
**Day:** Sa **Time:** 8:00A – 4:30P  
**Cost:** 65.00 **Location Code:** HMC  
**Building Location:** Con Ed Rm 219  
*Instructor: Patsy Payne*

### Plumbing for Homeowners and Plumber Assistants

This class will familiarize participants with the basic understanding of residential plumbing components, with emphasis on installation, maintenance, and repair of them. It is designed for homeowners and those interested in becoming plumber assistants.

**Course #:** C-1258  
**Start • End Date:** 02/01/12 • 04/18/12  
**Day:** W **Time:** 7:00P – 9:00P  
**Cost:** 66.25 **Location Code:** SCC  
**Building Location:** Rm 102

### Real Estate – Pre-license

Approved real estate pre-license course covering introductory real estate principles and practices, agency relationships and duties, legal and ethical considerations, and working with sellers. Prepares students for the state exam to obtain a provisional license.

**Course #:** L-1223  
**Start • End Date:** 01/10/12 • 04/03/12  
**Day:** TTh **Time:** 6:00P – 9:00P  
**Cost:** 175.00 **Location Code:** DWCC  
**Building Location:** Rm 103  
*Instructor: Kathy Wooddell*

### Real Estate – Post-license: Broker Relationships and Responsibilities

Approved Real Estate Commission Broker Post-license course, 30 hr. continuing education credit. Broker Relationships and Responsibilities (Course #301)

**Course #:** L-1224  
**Start • End Date:** 04/10/12 • 05/10/12  
**Day:** TTh **Time:** 6:00P – 9:00P  
**Cost:** 120.00 **Location Code:** DWCC  
**Building Location:** Rm 102  
*Instructor: Kathy Wooddell*

### Small Engine Repair– Beginning

In this course students will learn the basics of small engine repair.

**Course #:** H-1887  
**Start • End Date:** 01/18/12 • 03/28/12  
**Day:** W **Time:** 6:00P – 10:00P  
**Cost:** 126.25 **Location Code:** HMC  
**Building Location:** Con Ed Rm 202  
*Instructor: Kevin Hutchens*

**Small Engine Repair – Advanced**

This course is designed to provide the student with hands-on knowledge of engine rebuilding techniques to manufacturer's specifications. The student will learn how to completely disassemble engines and check for manufacturer's specifications and reassemble.

**Course #:** H-1888  
**Start • End Date:** 01/17/12 • 04/05/12  
**Day:** TTh **Time:** 9:00A – 1:00P  
**Cost:** 181.25 **Location Code:** HMC  
**Building Location:** Continuing Education Rm 202  
*Instructor: Kevin Hutchens*

**Vehicle Safety Inspection and OBD:**

Prepares auto technicians and service personnel as OBD inspectors for motor vehicles. Course topics include regulations and test inspection procedures required by the NCDMV Enforcement Section for OBD emission inspectors. Students must be able to read and write in English and possess a driver's license valid in North Carolina. For optimum learning, students should complete Vehicle Safety Inspection prior to OBD. Book is required for OBD and Vehicle Safety Inspection.

**Vehicle Safety Inspection**

**Course #:** L-1193  
**Start • End Date:** 01/10/12 • 01/12/12  
**Day:** TTh **Time:** 6:00P – 10:00P  
**Cost:** 65.00 **Location Code:** LMC  
**Building Location:** Joyner 516  
*Instructor: Pete Eckley*

**Course #:** L-1194  
**Start • End Date:** 02/07/12 • 02/09/12  
**Day:** TTh **Time:** 6:00P – 10:00P  
**Cost:** 65.00 **Location Code:** LMC  
**Building Location:** Joyner 516  
*Instructor: Pete Eckley*

**Course #:** L-1195  
**Start • End Date:** 03/06/12 • 03/08/12  
**Day:** TTh **Time:** 6:00P – 10:00P  
**Cost:** 65.00 **Location Code:** LMC  
**Building Location:** Joyner 516  
*Instructor: Pete Eckley*

**Course #:** L-1196  
**Start • End Date:** 04/03/12 • 04/05/12  
**Day:** TTh **Time:** 6:00P – 10:00P  
**Cost:** 65.00 **Location Code:** LMC  
**Building Location:** Joyner 516  
*Instructor: Pete Eckley*

**Course #:** L-1197  
**Start • End Date:** 05/01/12 • 05/03/12  
**Day:** TTh **Time:** 6:00P – 10:00P  
**Cost:** 65.00 **Location Code:** LMC  
**Building Location:** Joyner 516  
*Instructor: Pete Eckley*

**OBD**

**Course #:** L-1203  
**Start • End Date:** 01/24/12 • 01/26/12  
**Day:** TTh **Time:** 6:00P – 10:00P  
**Cost:** 65.00 **Location Code:** LMC  
**Building Location:** Joyner 516  
*Instructor: Pete Eckley*

**Course #:** L-1204  
**Start • End Date:** 03/20/12 • 03/22/12  
**Day:** TTh **Time:** 6:00P – 10:00P  
**Cost:** 65.00 **Location Code:** LMC  
**Building Location:** Joyner 516  
*Instructor: Pete Eckley*

**OBD Refresher**

**Course #:** L-1198  
**Start • End Date:** 01/17/12 • 01/17/12  
**Day:** T **Time:** 6:00P – 10:00P  
**Cost:** 65.00 **Location Code:** LMC  
**Building Location:** Joyner 516  
*Instructor: Pete Eckley*

**Course #:** L-1199  
**Start • End Date:** 02/14/12 • 02/14/12  
**Day:** T **Time:** 6:00P – 10:00P  
**Cost:** 65.00 **Location Code:** LMC  
**Building Location:** Joyner 516  
*Instructor: Pete Eckley*

**Course #:** L-1200  
**Start • End Date:** 03/13/12 • 03/13/12  
**Day:** T **Time:** 6:00P – 10:00P  
**Cost:** 65.00 **Location Code:** LMC  
**Building Location:** Joyner 516  
*Instructor: Pete Eckley*

**Course #:** L-1201  
**Start • End Date:** 04/10/12 • 04/10/12  
**Day:** T **Time:** 6:00P – 10:00P  
**Cost:** 65.00 **Location Code:** LMC  
**Building Location:** Joyner 516  
*Instructor: Pete Eckley*

**Course #:** L-1202  
**Start • End Date:** 05/08/12 • 05/08/12  
**Day:** T **Time:** 6:00P – 10:00P  
**Cost:** 65.00 **Location Code:** LMC  
**Building Location:** Joyner 516  
*Instructor: Pete Eckley*

### Vital Learning Supervision Series

This course will prepare the student for employment as a first or second level supervisor.

**Course #:** C-1259  
**Start • End Date:** 02/07/12 • 03/20/12  
**Day:** T **Time:** 1:00P – 5:00P  
**Cost:** 260.00 **Location Code:** PMC  
**Building Location:** Bldg 042 Conference Rm  
*Instructor: Jess Spiller*

### Welding – MIG

This course is designed to teach the practical operation in the use of Gas Metal Arc Welding process. The course covers power sources, operation, shielding gases, and safe practices. *Safety equipment is required.*

**Course #:** C-1261  
**Start • End Date:** 01/10/12 • 05/03/12  
**Day:** TTh **Time:** 6:00P – 9:00P  
**Cost:** 176.25 **Location Code:** SCC  
**Building Location:** Rm 101  
*Instructor: Bobby Piggie*

### Welding II

This course provides instruction on the principles and practices of welding. Emphasis is on blueprint reading, metallurgy, welding inspection, and destructive and non-destructive testing. Course content will be specific to a particular welding process such as SMAW (stick), GMAW (MIG), and GTAW (TIG). Upon completion, students will have the knowledge base to sit for various industry-specific certifications.

**Course #:** H-1884  
**Start • End Date:** 01/10/12 • 05/10/12  
**Day:** T **Time:** 6:00P – 10:00P  
**Cost:** 181.25 **Location Code:** HMC  
**Building Location:** Con Ed Rm 202  
*Instructor: Joshua Britton*

## Creative Writing

### Conquering Writer's Block

Are you struggling with lack of inspiration? Or do you know what you want to write but find that the words elude you. In this class, writers will identify the obstacles that drain their creative energy and will learn strategies to overcome them. Each class will include prompts and exercises to enable you to get back to work and to maintain your highest level of productivity.

**Course #:** C-1772  
**Start • End Date:** 03/07/12 • 05/02/12  
**Day:** W **Time:** 6:30P – 8:00P  
**Cost:** 65.00 **Location Code:** PMC  
**Building Location:** Bldg 041 Rm 124  
*Instructor: Melissa Delbridge*

### Dialogue in Fiction

Participants will discover how dialogue can and should serve multiple functions within a scene, and will work with their own scenes to sharpen the dialogue. The class will begin with a general discussion of some of the challenges and delights of writing (and reading) dialogue. We will look at a series of story and novel excerpts that approach dialogue in various ways, with an eye for the ways in which the writers are using dialogue to accomplish multiple goals. Following this, the writers will work on an exercise with their own work, and we'll end class with a reading of the newly-revised work.

**Course #:** C-1760  
**Start • End Date:** 02/11/12 • 02/11/12  
**Day:** Sa **Time:** 1:00P – 4:00P  
**Cost:** 45.00 **Location Code:** PMC  
**Building Location:** Bldg 042 Conf Rm  
*Instructor: Belle Boggs*

### Energy and Message! The Power of Narrative Poems

Students will learn how to energize their poetry by reading examples and refining their skills to critique, edit and write poems that have impact.

**Course #:** C-1758  
**Start • End Date:** 02/15/12 • 03/21/12  
**Day:** W **Time:** 6:00P – 8:30P  
**Cost:** 65.00 **Location Code:** PMC  
**Building Location:** Bldg 041 Rm 226  
*Instructor: Thomas Dow*

**Intermediate Memoir**

In this class, students will focus on the revision of a memoir in progress. Through discussion about and close examination of their own writing and assigned craft essays, students will learn what makes the most successful memoirs work. This class will enable students to apply these principals to their own memoirs and ready them for publication. In addition, the critical skills learned will help students become more active and involved members of their own literary community.

**Course #:** C-1775

**Start • End Date:** 03/29/12 • 05/03/12

**Day:** Th **Time:** 6:30P – 8:30P

**Cost:** 65.00 **Location Code:** PMC

**Building Location:** Bldg 041 Rm 229

*Instructor: Melissa Delbridge*

**Revising Prose**

Many writers feel that they are better critics of the work of others than they are of their own works. In this class, students will learn a systematic approach to the critical evaluation of their own work. Craft readings, class work, and take-home assignments will enable students to identify areas needing improvement and to effectively edit their fiction and nonfiction.

**Course #:** C-1773

**Start • End Date:** 01/12/12 • 02/23/12

**Day:** Th **Time:** 6:30P – 8:30P

**Cost:** 65.00 **Location Code:** PMC

**Building Location:** Bldg 041 Rm 229

*Instructor: Melissa Delbridge*

**Strategies for the Writing Life: Part II**

We will renew our goal setting and timeline and review the process for goal setting. Participants will report back on the previous year's activities, share tips and goals, and leave the class renewed, refreshed, and ready to go to the next level.

**Course #:** C-1759

**Start • End Date:** 02/04/12 • 02/04/12

**Day:** Sa **Time:** 9:30A – 4:00P

**Cost:** 65.00 **Location Code:** PMC

**Building Location:** Conference Rm 2

*Instructor: Marjorie Hudson*

**Submitting Your Work for Publication**

In this highly competitive environment, few literary journals publish more than 1% of the manuscripts submitted to them. This workshop will teach you strategies to increase those odds. Students will learn how to select appropriate target publications, track submissions, compose cover letters, and find and use both online and print resources. At the end of this workshop, students will be able to create a smart submission plan in order to begin sending their own work for publication.

**Course #:** C-1774

**Start • End Date:** 02/25/12 • 02/25/12

**Day:** Sa **Time:** 10:00A – 3:00P

**Cost:** 50.00 **Location Code:** PMC

**Building Location:** Bldg 2 Rm MPR

*Instructor: Melissa Delbridge*

**The Book of Your Heart – How to Write a Novel**

This course reviews different genre expectations and offers advice and practice on giving and getting critiques. A writer needs to tell a story with believable conflict, compelling characters, fast-paced plot and dialogue, setting and style that come together into a book the reader can't put down. Direct publishing gives novelists another choice, and that option will also be discussed.

**Course #:** C-1767

**Start • End Date:** 01/17/12 • 02/21/12

**Day:** Sa **Time:** 6:30P – 9:00P

**Cost:** 65.00 **Location Code:** PMC

**Building Location:** Bldg 041 Rm 225

*Instructor: Judith Stanton*

**Writing Childhood**

When writing of childhood events, writers draw on specific skills that enable them to give life to their memories. In this class, students will closely examine the factors that make successful memoirs about childhood resonate for readers. Suitable for beginners as well as more advanced writers, the course will include writing exercises, discussion, and readings designed to guide and inspire.

**Course #:** C-1771

**Start • End Date:** 01/18/12 • 03/07/12

**Day:** W **Time:** 2:00P – 4:00P

**Cost:** 65.00 **Location Code:** PMC

**Building Location:** Bldg 041 Rm 229

*Instructor: Melissa Delbridge*