LACC EXTENSION

ALL CLASSES ONLINE
FOR SUMMER 2020

(323) 953-4000 ext. 2651 • communityservices.lacitycollege.edu
Start the new year with a new career as one of the most in-demand professions in California and the nation! Pharmacy Technicians in Southern California earn an average of over $37,000 per year with greater Los Angeles ranking as the third highest urban center for PT employment in the nation (Source: U.S. Department of Labor, Bureau of Labor Statistics).

Prepare to work in a pharmacy and become a licensed California Pharmacy Technician through classroom instruction and a 120 hour pharmacy externship. Gain exposure to the preparation of medications, maintaining client records, assisting with inventory control, purchasing, collecting payments, coordinating billing, and much more.

This is not simply a “test prep” class and is a fraction of the cost of similar for-profit training programs. Students with satisfactory performance and attendance will receive certification from LACC necessary for the CA Board of Pharmacy license application, giving the student all they need to work as a Pharmacy Technician in California.

Payment plan available. Expenses & fees may be tax-deductible (consult with tax advisor).

Pharmacy Technician Saturday Program
Attend a FREE Online Info Session (#9153)
Saturday, July 25, 9:30 AM

Pharmacy Technician Evening Program
returns in the Fall Quarter 2020
Welcome from the College President

Welcome to Los Angeles City College. These times have been quite challenging for us all. While our campus is not offering in-person classes this summer due to the current situation with the pandemic, we remain committed to help you achieve your educational and personal goals.

Whether you seek a class to develop new skills, obtain workforce training, complete your high school education, start your own business, explore personal interests or discover a new hobby, we are here to serve you. Online classes are offered during the day, evenings and weekends so you can find the time that best fits your schedule.

Los Angeles City College remains the place to believe, achieve and succeed.

Sincerely,

Dr. Mary Gallagher, MBA, PhD
President, Los Angeles City College

Register Now
323.953.4000 ext 2651
communityservices.lacitycollege.edu

Los Angeles Community College District Administration
Francisco C. Rodriguez, Chancellor, Ph.D.
Melinda A. Nish, Interim Deputy Chancellor, Ed.D.
Ryan M. Corner, Vice chancellor of Educational Programs and Institutional Effectiveness, Ed.D.
Carmen V. Lidz, Vice Chancellor/Chief Info. Officer
Information Technology (IT)
Laurence B. Frank, Interim Vice Chancellor of Workforce and Resource Development, J.D.
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Albert J. Roman, Vice Chancellor for Human Resources, DPA
Rueben Smith, Chief Facilities Executive, D.C.Sc.

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A Message from Our Program Manager

Hello Students!

I hope you are all safe and healthy. LACC Extension has been spending the last couple months working toward transitioning the classes the community has come to count on to an online format. We are excited that in the late-Spring and Summer, we will be able to offer most of the classes you enjoy online. This might be a new experience for many of you, taking classes from your computer or device, but we are confident it is something you will get used to and even grow to like.

Along with all the classes we consistently offer, we are proud to offer Cub College for the first time. Cub College is a summer camp for youth ages 7 to 14 where all the activities are online. From magic classes to coding to karaoke, we are confident Cub College will engage and educate the young people in our community in a new and exciting way.

We know this has been such a difficult time for our community, but my team and I want to assure you, we remain committed to offer classes and activities that help you learn, grow, and thrive.

Thank you,

Jason Lesner
Program Manager, LACC Extension

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*Denotes online class
Healthcare Career

Medical Terminology I
Students will study combining forms, prefixes, suffixes, Greek/ Latin verbs and adjectives used to construct medical terms. Also study the skeletal system. This workshop is designed for those interested in health-science related occupations. Ages 14 years and up. Concurrent enrollment in Medical Terminology II & III encouraged. No class July 4.

8875 Fee: $75 John Ramirez
Jun 13-Jul 18 5 Sat 9:00-10:30 AM

Medical Terminology II
Medical Terminology II will introduce: muscular, circulatory, respiratory, endocrine, and gastrointestinal systems. Emphasis will be on understanding these terminologies, their functions and important relationship to general health. Ages 14 years and up. Concurrent enrollment in Medical Terminology I & II encouraged. No class July 4.

8876 Fee: $75 John Ramirez
Jun 13-Jul 18 5 Sat 10:30-12:00 PM

Medical Terminology III
Medical Terminology III covers: genitourinary, nervous system, integumentary systems, eye, ear, nose, mouth (the senses). Students will learn the meaning of these medical terms and their functions, greatly assisting those pursuing a career in the health field. Ages 14 years and up. Concurrent enrollment in Medical Terminology I & II encouraged. No class July 4.

8877 Fee: $75 John Ramirez
Jun 13-Jul 18 5 Sat 12:30-2:00 PM

Medical Insurance Billing
Students will get a thorough know-how of billing all 3rd party payers for Physicians charges. Claim requirements for Workman’s Comp/Champus HMO’s Medicare/Medi-Cal will be covered & claim forms will be completed for each. Medical billing is the process of submitting and following up on claims with health insurance companies in order to receive payment for services rendered by a healthcare provider. Class includes 1/2 hour break. Prerequisites: Working knowledge of Medical Terminology I-III or equivalent. There will be a half-hour break. Required Books: ICD-10-CM for Physicians 2020 (Professional or Expert). Any publisher. Old editions permitted if only to be used for practice (2019, 2018, 2017). Current edition if to be used for current year’s license exam. CPT Professional Edition. CPT / Current Procedural Terminology. Published by American Medical Association. Old editions permitted if only to be used for practice (2019, 2018, 2017). Current edition if to be used for current year’s license exam.

8878 Fee: $145 Tagamolila-Que
Sep 5-Oct 3 5 Sat 9:00 AM-2:00 PM

Medical Coding & ICD-10/CPT-4
In this class you will learn how to fulfill the obligations of the medical biller/coder. In physician practice it is very common for the biller to be the coder as well, this is because the physicians are responsible for determining the procedures while depending on the biller/coder to determine the diagnostic codes. You will learn procedure and diagnostic codes including ICD 10, plus how insurance companies cover their patients, and how claims are paid. Some of the reasons many people choose this rewarding field that is very much in demand:

• It involves detail-oriented work and organization.
• It does not require direct contact with patients or bodily fluids.
• It’s an easy transition from other fields, like the insurance or mortgage industry.


8879 Fee: $145 Tagamolila-Que
Jul 25-Aug 22 5 Sat 9:00 AM-2:00 PM

Awards of Completion are only $10. You must have at least 90% attendance. Request one for pickup at least a week before the last meeting.

Pharmacy Technician Program
Start the new year with a new career as one of the most in-demand professions in California and the nation! Pharmacy Technicians in Southern California earn an average of over $37,000 per year with greater Los Angeles ranking as the third highest urban center for PT employment in the nation (Source: U.S. Department of Labor, Bureau of Labor Statistics).

Pharmacy Technician Saturday Program
Attend a FREE Info Session (#9153)
Saturday, July 25 9:30 AM

9155 Christine Tannious
August 15-February 20
8:30 AM-5:00 PM

Pharm Tech Program
Fee: $1799
23 Saturdays + Externship

No classes May 25, July 3 & 4 communityservices.lacitycollege.edu
Apartment Management Series
Sign up for parts 1 & 2 for $219
and receive a free Award of Completion

~ Apartment Management- Part I & II
Live! Rent Free!!!
Register for Apartment Managers classes. Don’t put off your career as an apartment manager, join us and learn how to get the upper hand on securing a job as an apartment manager. Topics include: renting and leasing, rent control, apartment repairs, security deposit, Health Department & SCEP compliance, housing discrimination laws, disability codes, etc.
Part two covers advertising techniques, promoting rental of apartment units, record keeping, rent laws, tenant manager etiquette, preparing an impressive manager’s resume, job marketing skills.
Award of completion issued upon completion of both parts 1 & 2.

~ From Bright Idea to Smart Business
Do you have an idea that you want to turn into a profitable business venture? Learn how to scrub your idea properly BEFORE you invest time and money in a full-on business plan. Lay the groundwork by identifying the “problem” your idea solves and who's buying. Learn about small business management principles, pricing of goods and services, impacts on time, money, quality of life, and more. You’ll get an electronic workbook and spreadsheets, follow-on email assistance, and will leave with a working template to create a successful business.

~ Create a Successful Nonprofit/Community Service Organization
Fill a void in your community – or in society as a whole - by forming and managing a nonprofit or community service organization. This course will provide you with a roadmap for turning your ideas into viable and valuable programs. You’ll explore how to define who your organization will help and craft an inspiring mission statement. Learn how to incorporate your organization, select a board of directors and write the bylaws. You’ll also get into the nuts and bolts of developing a budget, creating a marketing plan, obtaining tax-exempt status, and fundraising options.

~ Be a Solar Panel Installer in Less Than a Month
Crash Course in Solar Installation
Solar-energy jobs are growing 12 times faster than the U.S. economy. Per the Bureau of Labor Statistics, solar installer employment is projected to grow 105 percent from 2016 to 2026, much faster than the average for all occupations. Starting in 2020, the State of California will require that all new homes built have solar panels installed. This rapid expansion and adoption of solar panel installations in homes, commercial buildings, golf carts, swimming pools, water fountains, attic fans, and more will result in excellent job opportunities for qualified individuals.
Our crash course in solar design and installation, followed by free hands-on practice doing live installations, can help make you one of those qualified individuals. The solar industry now employs more people than coal, oil, and gas combined.
Great for engineers and engineering students, homeowners, contractors, infotech personnel (think smaller and remote-operated systems), and those who want to install, maintain, inspect, or design solar installations. An award of completion issued upon completion of the class.

Discount Special: Register by August 1st and take $20 off!

~ No classes May 25, July 3 & 4 ~
communityservices.lacitycollege.edu

MAY
8679 PART 1 Fee: $119 Robin Calderon
May 11 & 13 Mon & Wed 6:30 PM-9:30 PM
8680 PART 2 Fee: $119 Robin Calderon
May 18 & 20 Mon & Wed 6:30 PM-9:30 PM

JUNE
8880 PART 1 Fee: $119 Robin Calderon
Jun 15 & 17 Mon & Wed 6:30 PM-9:30 PM
8881 PART 2 Fee: $119 Robin Calderon
Jun 22 & 24 Mon & Wed 6:30 PM-9:30 PM

NEW!

NEW!
How to Legally Start a Business in LA

This is a course to learn what is required to start a business in Los Angeles and surrounding areas. The class begins with a look at the challenges the new business owner will face, the marketing basics, quick and easy guide through the forest of regulations faced by new business start-ups in Los Angeles. Learn what you need to know about city and county tax forms, business licenses and reporting systems, payroll and income taxes, and federal and California requirements.

Fee: $75
Karen Carr-Crawford
May 30
1 Sat
9:00 AM-1:00 PM

Fee: $75
Karen Carr-Crawford
Aug 1
1 Sat
9:00 AM-1:00 PM

Auto Wholesale Business from Home

Come learn how to make extra money buying and selling wholesale cars as a home-based business; learn six easy techniques to earn $3000 just selling 2-3 cars a month. Learn how to get your auto dealer license and how to operate a profitable used car business. You'll get a FREE list of all the 300 dealer-only auctions in the USA where vehicles sells at below wholesale prices. This class is DMV approved and you'll receive a DMV certificate of completion at the end of class.

With the certificate, you can take the 40 question exam with the DMV, and upon passing it, you have 1 year to apply for a dealer license if you choose to do so.

Fee: $115
Wayne Williams
Jun 27
1 Sat
10:00 AM-5:00 PM

Fee: $115
Wayne Williams
Aug 22
1 Sat
10:00 AM-5:00 PM

Career & Business Development

NEW!

How to Successfully Open a Restaurant in L.A.

Have you dreamed of becoming a restaurant owner or operator but have no idea where to start? Join restaurant consultant, Aja Beard, for this 3-part series on how to transform your restaurant idea from paper into a successful business. Limit 12 students.

PART 1 - Getting Started
Permits, licenses, navigating health inspections, writing a business plan, and funding resources.

PART 2 - Creating a Great Restaurant
Food costs, menu engineering, POS selection, and marketing.

PART 3 - Building an Effective Team
Recruiting and hiring, employee manuals, training, and onboarding.

Fee: $99
Aja Beard
May 10
1 Sun
9:00 AM-12:00 PM

Fee: $99
Aja Beard
May 17
1 Sun
9:00 AM-12:00 PM

Fee: $99
Aja Beard
May 24
1 Sun
9:00 AM-12:00 PM

Fee: $99
Aja Beard
Jul 12
1 Sun
10:00 AM-1:00 PM

Fee: $99
Aja Beard
Jul 19
1 Sun
10:00 AM-1:00 PM

Fee: $99
Aja Beard
Jul 26
1 Sun
10:00 AM-1:00 PM

ServSafe Food Protection Manager Training for Certification

This nationally accredited certification is endorsed by the National Restaurant Association and meets regulatory requirements for the State of California. This comprehensive training provides the fundamentals to managing all aspects of food safety in your restaurant. Join me as we do a deep dive into preventing foodborne illness, personal hygiene for restaurants, proper receiving, storing, preparing and serving food and other related food safety regulations.

Due to Stay at Home orders, written certification test will be offered through a third party for an additional fee. Resources regarding testing will be offered during the class. Certification is valid for 5 years and can be transferable to any food service operation.

Fee: $99
Aja Beard
Jun 19 & 20
Fri & Sat
9:00 AM-12:30 PM

Fee: $99
Aja Beard
Jul 10 & 11
Fri & Sat
9:00 AM-12:30 PM

Fee: $99
Aja Beard
Aug 1 & 2
Sat & Sun
9:00 AM-12:30 PM

Job Search Strategies

Finding a new job can be overwhelming. Learn how to make your job search easier and more effective. This interactive class will prepare you with a professionally edited resume, interview skills, networking strategies, and a game plan to identify high-quality positions and STAND OUT from the crowd. No class July 4.

Teddy Kapur is a partner at the Law Firm of Pachulski Stang Ziel & Jones I.L.P. He has held senior positions in law and business, served on hiring committees and as job search mentor with nonprofit organizations.

Fee: $30
Teddy M. Kapur
Jun 13-Jul 11
4 Sat
9:30 AM-10:30 AM

ALL CLASSES ARE ONLINE!

Get 10% OFF when you sign up for 4+ classes!

☆ No classes May 25, July 3 & 4 ☆ communityservices.lacitycollege.edu ☆
Bookkeeping/Accounting-Analysis & Concepts

A class on how to operate a business using basic record keeping, accounting, reporting, and modes of analysis. Students will learn how to set-up a Chart of Accounts, how business transactions are processed, how to prepare a Profit & Loss Statement, a Balance Sheet, and a Statement of Cash Flows. Financial operations and reporting for all forms of business, however the sole proprietor form of business will be demonstrated. Students will learn how to prepare and file a Schedule C from their generated reports. This is a hands-on class where students learn the importance of timely reporting of business transaction by performing financial analysis, using graphs and ratios. This class is highly recommended before enrolling into QuickBooks Fundamentals classes.

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<td>8898</td>
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<td>Jun 21</td>
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Become a Notary Public or Renew Your Commission

Government institutions, banks, real estate and mortgage companies, plus many other businesses are seeking notaries. All prospective notaries must complete a course approved by the California Secretary of State. Our approved course will give you the most updated notary information and the knowledge you need to perform the duties correctly and to pass the state exam. Resources will be provided during class regarding the notary exam. Becoming a notary & notary loan signing agent can be a great way to earn extra money, start your own business, or enhance your current career. Class fees includes valuable 70-page manual, notary public handbook, award of completion, and sample forms notaries use every day.

Before signing up for this class, check to see that you meet eligibility requirements for becoming a notary: visit www.sos.ca.gov/business/notary and click “qualifications.” You must register with a valid e-mail address.

Note: Due to strict State regulations, no one is admitted after class begins. Check-in begins at 7:30AM and class begins promptly at 8:00AM. Have your current, official photo ID ready.

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<td>8895</td>
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QuickBooks Fundamentals

Learn the fundamentals of QuickBooks, including navigating the software, setting up a company file, working with Lists, Bank Accounts, entering and paying bills, tracking and paying sales tax, and reconciling bank accounts.

An award of completion is provided by the instructor. This is an 8-hour class with a half-hour break. Advanced topics covered in Level II. QuickBooks Online Plus required for participation in class. Free 30-day trial offered at: quickbooks.intuit.com/online/plus

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Notary Loan Signing Seminar

A Notary Signing Agent is a notary public who has specialized expertise in the handling of mortgage loan documents. With the housing market on the rebound, this will be an in-demand service for notary publics! Currently, Notary Signing Agents can make anywhere from $80-$150 per loan package. In this six-hour webinar, explore the types of real estate sales and loans currently on the market, and receive hands-on instruction in the main documents a Notary Signing Agent will notarize. You’ll assemble a practice loan package and examine the ethical and administrative role of the notary and the notary’s sense of duty associated with being a Notary Signing Agent. Finally, learn about marketing and customer service with practical information on how to start your new business – complete with a list of potential sources!

Prerequisite: current notary public commission or successful completion of six hours of notary education.

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Computer for Beginners Series
This series will take you from little to no prior experience with computers to being able to use your own devices, and communicate with your friends and family. Register individually or [sign up for Parts 1-4 for just $215!](#)

### Part 1: Basic Essentials
The first step for students with little or no prior experience with computers, covering terminology, hardware/software, basic uses of computers, keyboarding and overcoming your fears of technology.

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### Part 2: Windows & File Management
Take your newfound knowledge from Part 1 and gain a fundamental understanding on how your computer operates and how to manage an electronic filing system.

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### Part 3: Internet for the Novice
Learn how much fun surfing the Internet can be. Understand Internet terminology; discover techniques to search and find information you’re looking for; visit many interesting websites safely and securely; access free services and much more!

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### Part 4: The In’s and Out’s of E-Mail
Learn to understand free Internet services like Gmail, Yahoo Mail!, and Microsoft’s Outlook email service. Understand how free email services work, how to send a message, how to search for friends’/family messages and how to stay safe from scammers and spammers.

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### Microsoft Excel for Windows
The leader in creating spreadsheets and data presentation. Topics include: basic worksheet navigation, entry techniques, cell references, using the command groups & settings, formulas & functions, charts & graphs and simple database operations. Continuing classes include an overview of Excel’s vast collection of formulas and functions.

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<td>Gregory Frank</td>
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### Adobe Illustrator
Create vector-based graphics that can be easily rescaled without loss of quality. Learn basic tools & fundamentals, features for creating distinct designs include painterly/liquid brushes, shape-building tools, and path controls. There are also different transparency and gradients tools available for a variety of illustrations and mediums. Plus create a personalized logo, and business card.

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<tr>
<td>8907</td>
<td>$115</td>
<td>Gregory Frank</td>
<td>Jul 21 &amp; 23</td>
<td>Tues/Thurs 6:30 PM-9:30 PM</td>
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### Adobe Photoshop
If you’re new to Adobe Photoshop, you’ll learn the fundamental concepts and features that you’ll need to master the program. And if you’ve been using Photoshop for a while, you’ll find our training programs teach many advanced features and concepts. Students will create their own movie poster and pop art and will be able to take their work with them for printing. Learn graphic design, photo manipulation, layout and restoration. Photoshop is a very detailed program that can help business owners as well as individuals to really stand out in a crowd in design and imaging.

You may use PC or MAC with any Adobe Photoshop software EXCEPT Photoshop Elements.

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<td>Gregory Frank</td>
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*No classes May 25, July 3 & 4*  
[communityservices.lacitycollege.edu](http://communityservices.lacitycollege.edu)
Math Success for Kids
Assist your child with their school studies by enrolling them in this intensive math program. Focus will be on the specific problem areas your child is having with math. Designed to help your child improve test skills, increase scores and advance in school. Students are welcome to use their school books and ask homework questions. No classes July 4 and August 8.

**GRADES 4-5**

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**GRADES 6-8**

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**ALGEBRA**

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**GEOMETRY**

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</table>

**Reading & Study Skills**
Help your child improve their reading comprehension and improve their test scores! This class will cover various levels of reading, phonics, vocabulary & study skills. Students will study word sentence structure, pronunciation and sharpen their presentation and reading skills by reading aloud to the class. Homework assignments will be given. Students are also welcome to use their school books and ask their classroom questions. Hurry and sign up your child before class fills up.

**GRADES 3-4**

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**GRADES 5-6**

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</tbody>
</table>

**College for Young People**

- No classes May 25, July 3 & 4
- [communityservices.lacitycollege.edu](http://communityservices.lacitycollege.edu)

**Writing Composition Intensive (Ages 12-17)**
Learn to write a standard 5-paragraph essay, the ins-and-outs of research, how to structure arguments and comparisons, outlines and much more! Homework assignments will be given. Students are welcome to use their school books and ask their classroom questions. Hurry and sign up your child before class fills up.

**GRADES 7-8**

<table>
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<th>Code</th>
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**GRADES 9-12**

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<td>8953</td>
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<td>Brian King</td>
<td>Jul 23-Aug 20</td>
<td>5 Thurs 5:00 PM-6:00 PM</td>
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</table>

**Grammar & Spelling Workshop**
This class will help students improve on their grammar, spelling, reading and vocabulary skills through in class lesson plans, individual and group study exercises and providing attention to problem areas in which students need extra help. All students will be given weekly classroom assignments and homework. Students are also welcome to use their school books and ask their classroom grammar questions in class. Hurry and sign up your child before class fills up.

**GRADES 3-4**

<table>
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**GRADES 5-6**

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</table>
French for Kids (Ages 7-16)
Level 1-2 Combined
French is a fun language spoken around the world. LEVEL 1 will partake in a wide range of activities from pronunciation of the alphabet, numbers, colors, days, weeks, food, drink, months to useful conversations that will increase vocabulary and promote a cultural interest. LEVEL 2 will focus on daily vocabulary and useful conversations using cultural research, and presentations for prizes at the end of session including Level 1 students.
No class July 4.

8962 Fee: $55  Lesly Lespinasse
Jun 20-Aug 1  6 Sat  8:00 AM-9:30 AM

Guitar for Young People (Ages 9-17)
Discover the true and fun way to play the guitar. This class will teach proper finger coordination, how to tune your guitar, and reading basic music notes. Have fun while learning how to play this wonderful instrument. Class is limited to 15 students. Required: Must have your own guitar.
No class July 4.

8965 Fee: $55  Anthony Baray
Jun 20-Jul 25  5 Sat  10:00 AM-11:30 AM
8966 Fee: $55  Anthony Baray
Aug 1-Aug 29  5 Sat  10:00 AM-11:30 AM

Piano/Keyboarding for Young People (Ages 8-17)
Learn basic music note reading, written note theory, development in finger coordination, and critical sense of listening; notations in pitch and rhythm; discipline in good practice habits with an appreciation of music. Intermediate Piano: Requires knowledge of basic music note reading or completion of Beginning Piano. Students will choose music comparable to their level. Required: Must have your own keyboard.
No class July 4.

8967 Fee: $55  Alfred Reganyan
Jun 13-Jul 18  5 Sat  8:30 AM-9:30 AM
8968 Fee: $55  Alfred Reganyan
Jul 25-Aug 22  5 Sat  8:30 AM-9:30 AM

Spanish for Kids (Ages 7-10)
An introductory class open to young people who want to learn the basic fundamentals of reading and speaking Spanish. In addition to providing the practice needed to aid retention, this class will also provide the opportunity to develop a higher level of thinking skills as it aims at teaching how to use the language creatively. This class is limited to 15 students. No class July 4.

8963 LEVEL 1  Fee: $55  Blanca Garcia
Jun 13-Jul 18  5 Sat  10:00 AM-12:00 PM
8964 LEVEL 2  Fee: $55  Blanca Garcia
Aug 1-Aug 29  5 Sat  10:00 AM-12:00 PM

Singing for Children (Ages 5-10)
Learn proper vocal and breathing techniques to strengthen and bring out your child’s full singing potential and develop confidence for any musical setting. Topics may include basic ear training, scales, vowels, and learning simple melodies. No class July 4.

8755 Fee: $55  Nicolette Holman
May 16-Jun 13  5 Sat  1:30 PM-2:30 PM
8969 Fee: $55  Linda Stevens
Jun 20-Jul 25  5 Sat  1:30 PM-2:30 PM

Draw Comic Book & Cartoon Characters for Kids (Ages 8-15)
Have fun learning various drawing techniques needed in order to create the many cartoon characters we see on TV, in the movies, and in comics. Create your own cartoon characters too! Bring your ideas, imagination and passion for this popular art. No experience needed. Register before class fills up! Have pencil, eraser, pad of paper, & colored pencils.
No class July 5.

8960 Fee: $65  Israel Lopez
Jun 21-Jul 26  5 Sun  10:00 AM-11:30 AM
8961 Fee: $65  Israel Lopez
Aug 2-Aug 30  5 Sun  10:00 AM-11:30 AM

Register Now
323.953.4000 ext 2651
communityservices.lacitycollege.edu

ALL CLASSES ARE ONLINE!
Get 10% OFF when you sign up for 4+ classes!

☆ No classes May 25, July 3 & 4 ☆ communityservices.lacitycollege.edu ☆
## Gymnastics for Kids (Ages 5-12)

- This is a traditional Japanese martial arts class, specializing in throws and takedowns, that will help kids develop coordination, self-confidence and agility. No class July 4.

| 8766 | Fee: $55 | Jojo Aguilar |
| May 16-Jun 13 | 5 Sat | 1:00 PM-4:00 PM |

| 8974 | Fee: $55 | Jojo Aguilar |
| Jun 20-Jul 25 | 5 Sat | 1:00 PM-2:00 PM |

## Judo for Kids (Ages 6-17)

- This is a traditional Japanese martial arts class, specializing in throws and takedowns, that will help kids develop coordination, self-confidence and agility. No class July 4.

| 8764 | Fee: $55 | Jojo Aguilar |
| May 16-Jun 13 | 5 Sat | 1:00 PM-2:00 PM |

| 8972 | Fee: $55 | Jojo Aguilar |
| Jun 20-Jul 25 | 5 Sat | 1:00 PM-2:00 PM |

## Kinder Gym (Ages 2-4)

- Enjoy an hour of fun and exercise. Games, songs, and motor skill activities will help your child develop coordination, confidence, and physical fitness. Parent participation is required. No class July 4.

| 8765 | Fee: $55 | Jojo Aguilar |
| May 16-Jun 13 | 5 Sat | 2:00 PM-3:00 PM |

| 8973 | Fee: $55 | Jojo Aguilar |
| Jun 20-Jul 25 | 5 Sat | 2:00 PM-3:00 PM |

Register Now

323.953.4000 ext 2651

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ALL CLASSES ARE ONLINE!

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Introduction to Digital Photography
If you want to learn to take photographs like a pro, then this class is for you. Take your photography to the next level by understanding what your camera can do. Topics include rule of thirds, composition guidelines, aperture, shutter speed, ISO, and more! Feel confident in your investment by learning how the pros use these powerful creative tools!

DSLR or mirrorless camera and tripod required.

Fee: $89
Jun 18-Jul 2
3 Thurs
5:00 PM-8:30 PM

Introduction to Lightroom
Have you been shooting images on a DSLR and are trying to figure out what to do with them? Learn how to organize, edit and share your images using Lightroom Classic. You’ll take your archive of images and create a digital catalog where you can easily locate images. We’ll go over metadata, cropping, exposure adjustments, and exporting images for print. Take advantage of this class now at this special introductory price!

Adobe Lightroom required for participation in class. Free 7-day trial (then $9.99/month) offered at: https://www.adobe.com/products/photoshop-lightroom/free-trial-download.html

Fee: $99
Jul 14-Jul 23
2 Tues/Thurs
5:30 PM-7:30 PM

Digital Video Editing Series

Digital Video Editing- Level 1 with Adobe Premiere Pro
In this beginner’s class, learn how to ingest your video into Adobe Premiere Pro CC and edit it. Arrange these elements on the timeline: audio, video and clip effects. Learn media management and inserting into the timeline sequence. You can add cinema-quality effects, filters to video and audio tracks, as well as titles and credits to your finished projects. You may use MAC or PC.

Adobe Premiere Pro required for participation in class.
Single month access available at adobe.com/products/premiere.html

Fee: $179
Jun 13-Jul 11
4 Saturdays
9:30 AM-12:30 PM

Digital Video Editing- Level 2 with Adobe Premiere Pro
A non-beginner’s class. The student must be familiar with browsing, logging on, setting up project, editing, and exporting edited timeline platforms in Adobe Premiere. This class will look at using: tools, track audio menu, effects window, timeline panicking, media browsing, working with different resolutions on a timeline, adjustment layer, ingesting, proxy’s, color correction and presets, the Work bar, exporting different settings for YouTube - Vimeo & more. The instructor will have video files to work with. You may use MAC or PC. No class on July 25th.
Adobe Premiere Pro required for participation in class.
Single month access available at adobe.com/products/premiere.html

Fee: $179
Jul 18-Aug 8
3 Saturdays
9:30 AM-12:30 PM
Acting Technique
Would you like to be an actor? Explore the basics of acting in a safe, positive and encouraging environment. Learn how to break down a script or prepare for an audition. Create and develop believable characters through effective use of imagination. Breathe life into every scene and move people emotionally. Work on film & T.V. scripts with scene partners. All levels of experience are welcome. This class has an on-camera component.

8710 Fee: $85 Nancy Friedman
May 18-Jun 15 4 Mon 7:00 PM-10:00 PM

8917 Fee: $85 Nancy Friedman
Jun 29-Jul 20 4 Mon 7:00 PM-10:00 PM

8918 Fee: $85 Nancy Friedman
Aug 3-Aug 24 4 Mon 7:00 PM-10:00 PM

So You Want to Host a Podcast
Do you have something to say? Are you passionate about storytelling? Could you spend hours discussing the pros and cons of glassblowing, Stephen King, or social media dog influencers? Maybe it’s time to fuse those brilliant thoughts into one brilliant audio experience. Taught by the hosts of the podcast, "Spin the Bottle," this course serves as an introduction to podcasting where you’ll learn everything from how to come up with a show concept, to writing and planning content, what production tools and resources to use, as well as how to launch and market your finished product.

9048 Fee: $59 Andréa Johnson & Danielle Taylor
Jun 13-Jul 18 5 Sat 10:30 AM-12:00 PM

ALL CLASSES ARE ONLINE!
Get 10% OFF when you sign up for 4+ classes!

Register Now
323.953.4000 ext 2651
communityservices.lacitycollege.edu
### Cooking Classes

#### Knife Skills Class
Learn how to hold a knife the right way, basic cuts for prepping all your favorite fruits and veggies, and how to butcher a chicken. You’ll create a rejuvenating chicken soup with the ingredients you have prepared.

Upon registration, check your confirmation letter for the list of ingredients and supplies you will need for this class!

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<td>Alyshia Marcelletti</td>
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<tr>
<td>May 17</td>
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<td>1:00 PM-4:00 PM</td>
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#### The Art of Gnocchi
Want to make homemade pasta but don’t have the equipment? Learn to make gnocchi, a pillow potato dumpling-esque pasta. You’ll also learn to make a couple of sauces and an Italian salad for a well-rounded vegetarian meal!

**Menu:**
- Gnocchi
- Pesto
- Tomato sauce
- Italian salad

Upon registration, check your confirmation letter for the list of ingredients and supplies you will need for this class!

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<td>Jul 11</td>
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#### The Mediterranean Meets LA Summer
Join me in taking advantage of all the fresh summer produce to make a fresh healthy lunch. We’ll make our own focaccia, grill portobello mushrooms, and make a fresh vegetable packed Greek salad!

**Menu:**
- Focaccia
- Grilled portobello mushrooms
- Greek salad

Upon registration, check your confirmation letter for the list of ingredients and supplies you will need for this class!

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#### Pastry Decorating: Cupcake, Cake Pops & Mini Cakes
Students will use proper ingredients to make delicious flavorful frosting, students will also get tips & secrets of decorating cake pops, cupcakes and cakes. Also learn how to color the frosting with tubing incorporating edible glitter and other cake decor. Learn the fine details of intricate edible design and cleanest way to work with cupcakes. You will dazzle your friends and family with beautiful and delicious edible works of art.

**Menu:**
- Cucumber sandwiches on homemade gluten-free sandwich bread
- Gluten-free scones
- Gluten-free chocolate chip cookies

Upon registration, check your confirmation letter for the list of ingredients and supplies you will need for this class!

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<tr>
<td>Aug 15</td>
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<td>9:00 AM-1:00 PM</td>
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#### Gluten-Free Afternoon Tea
A family friendly Saturday morning that ends in a tea party! Join us for a gluten free focused afternoon tea class where we’ll explore some classic tea menu items while making them allergen friendly for those in our lives who can’t or don’t eat gluten. You’ll also have the opportunity to learn about various teas as we cook and bake!

**Menu:**
- Cucumber sandwiches on homemade gluten-free sandwich bread
- Gluten-free scones

Upon registration, check your confirmation letter for the list of ingredients and supplies you will need for this class!

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Spanish Conversation and Pronunciation

Level 1 focuses on the basic fundamentals of speaking and writing Spanish. The student will learn the alphabet, numbers, how to greet, differences between talking formal and familiar in conversations about themselves. Emphasis will be on grammar, pronunciation and conversational dialogue. By the end of the course, the student should be able to identify themselves and others, express emotions, talk about daily activities using the regular present tense of -ar, -er, and -ir ending verbs and the differences between estar and ser.

Level 2 focuses on speaking and writing Spanish. The student will increase their vocabulary to be more comfortable talking about daily activities and routines using the regular and irregular verbs in the present, imperfect and preterite tenses. Emphasis will be on grammar, pronunciation and conversation dialogue. Student should already know how to conjugate verbs in the present tense.

Please provide a valid email address for class materials. No class July 4.

LEVEL 1
8711 Fee: $95 Rick Parada
May 16-Jun 13 5 Sat 1:00 PM-3:30 PM

8927 Fee: $95 Rick Parada
Jun 27-Aug 1 5 Sat 1:00 PM-3:30 PM

LEVEL 2
8928 Fee: $95 Rick Parada
Aug 8-Sep 5 5 Sat 1:00 PM-3:30 PM

French Conversation and Pronunciation

Learn the fine details of French pronunciation and culture for beginning, intermediate and advanced conversations. Students will practice listening/speaking/reading/writing useful French words and creating sentences. The advanced levels will focus more on pronunciation, grammar and useful conversations through fun/academic activities such as songs, games, and understanding the target language.


Books available with online book retailers.

No class July 4.

8929 LEVEL 1 Fee: $69 Lesly Lespinasse
Jun 20-Aug 1 6 Sat 9:30 AM-11:30 AM

8930 LEVEL 2 Fee: $69 Lesly Lespinasse
Jun 20-Aug 1 6 Sat 12:00 PM-2:00 PM

8931 LEVEL 3 Fee: $69 Lesly Lespinasse
Jun 20-Aug 1 6 Sat 2:00 PM-4:00 PM

8932 LEVEL 1 Fee: $69 Lesly Lespinasse
Jun 24-Jul 29 6 Wed 7:00 PM-9:00 PM

Accent Reduction

This class is specifically designed to assist foreign born residents to improve English language clarity through easy accent reduction techniques. Develop the rhythm and proper speech sounds that will assist your career and also help in winning new friends. All are welcome! No class July 4.

8933 Fee: $89 Martha Clayton
Jun 17-Jul 15 5 Wed 6:30 PM-8:30 PM

Register Now
323.953.4000 ext 2651
communityservices.lacitycollege.edu

ALL CLASSES ARE ONLINE! Get 10% OFF when you sign up for 4+ classes!
Healthy Activity & Exercise

Quick & Dirty Self Defense
Learn how to protect yourself in the streets, how to turn your fear into anger and switch yourself into attack mode. Defend yourself against an attacker and learn why size is not a factor. Students will learn effective techniques on how to quickly subdue their attacker. Teens welcome with parent/guardian permission.

8996  Fee: $60  Jojo Aguilar
Jun 20-Jul 11  3 Sat  4:30 PM-6:30 PM

8997  Fee: $60  Jojo Aguilar
Jul 18-Aug 1  3 Sat  4:30 PM-6:30 PM

Muay Thai/Thai Boxing
Muay Thai or Thai Boxing is the national sport of Thailand. Learn the Art of Eight Limbs, the use of fists, knees, elbows and kicks and get yourself in great physical shape. This 8-week course will cover offense, defense, and strategy in a safe and non-competitive atmosphere. Basic terms, terminology, history and tradition will be covered in this Authentic Thai Boxing Program taught by the professional staff of Muay Thai America Gym. No experience necessary. Boxing gloves required. Ages 14+ (with permission for minors). No class July 4.

8990  Fee: $55  David Huey
Jun 13-Aug 8  8 Sat  11:00 AM-1:00 PM

8991  Fee: $55  David Huey
Jun 17-Aug 12  8 Wed  7:00 PM-9:00 PM

☆ No classes May 25, July 3 & 4 ☆  communityservices.lacitycollege.edu ☆
Draw Comic Book & Cartoon Characters
If you always wanted to become a cartoon artist this beginners class is for you. Sketch out your favorite characters while learning some fundamental drawing concepts. Draw familiar comics or invent your own cartoon characters.

By end of class have fun garment(s) made by you.

Please note: Classes August 2 & 16 will be 3 hours (10:00 AM-1:00 PM). Classes on August 9 & 30 will be 2 hours (10:00 AM-12:00 PM).

See the website class description to view material list and where to purchase.
No class August 23.

<table>
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<td>Blanca Garcia</td>
<td>Aug 2-Aug 30</td>
<td>5 Sun 10:00 AM-12:00 PM</td>
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Sketching Life (Ages 15+)
Students will learn techniques that will assist them in sketching the urban landscape. The instructor will guide the learner’s through exercises that will implement elements of linear perspective, composition, lighting, modeling, and a variety of other methods that will aid them to capture the scene. Class exercise mediums include color pencils, graphite pencils and ink pens (water color set optional); students are welcome to use any of these or all three. Required materials for the first meeting are 9x12 or larger mixed media sketch pad, 12” ruler, vinyl eraser, Hb or 2hb pencil. Additional materials discussed at first meeting.
No previous experience needed. No class July 5.

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
<th>Instructor</th>
<th>Dates</th>
<th>Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>9027</td>
<td>$65</td>
<td>Israel Lopez</td>
<td>Jun 21-Jul 26</td>
<td>5 Sun 1:00 PM-2:30 PM</td>
</tr>
<tr>
<td>9028</td>
<td>$65</td>
<td>Israel Lopez</td>
<td>Aug 2-Aug 30</td>
<td>5 Sun 1:00 PM-2:30 PM</td>
</tr>
</tbody>
</table>

Knitting - Beginning
Welcoming both men and women alike, knitting can be used to create garments and patterns of many varieties. You will be introduced to needle and string types, stitching patterns, and how to cast-on, knit, purl stitch and cast-off or finish-off.

By end of class have fun garment(s) made by you.

Please note: Classes August 2 & 16 will be 3 hours (10:00 AM-1:00 PM). Classes on August 9 & 30 will be 2 hours (10:00 AM-12:00 PM).

See the website class description to view material list and where to purchase.
No class August 23.

<table>
<thead>
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<tr>
<td>9025</td>
<td>$65</td>
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<td>Jun 21-Jul 26</td>
<td>5 Sun 11:30 AM-1:00 PM</td>
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<tr>
<td>9026</td>
<td>$65</td>
<td>Israel Lopez</td>
<td>Aug 2-Aug 30</td>
<td>5 Sun 11:30 AM-1:00 PM</td>
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</tbody>
</table>

ALL CLASSES ARE ONLINE! Get 10% OFF when you sign up for 4+ classes!

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☆ No classes May 25, July 3 & 4 ☆ communityservices.lacitycollege.edu ☆
Piano/Keyboarding for Adults
Students will learn how to read basic music notes along with practicing and perfecting proper finger and hand coordination. Both classical and popular repertoire will be introduced. Individual instruction is emphasized, students will also gain critical sense of listening notations in pitch and rhythm; discipline in good practice habits with an appreciation of music.

Intermediate Piano: knowledge of basic music note reading or completion of Beginning Piano. Students in intermediate Piano will choose music comparable to their level. Please have your own portable piano.
No class July 4.

BEGINNING

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
<th>Instructor</th>
<th>Dates</th>
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<tr>
<td>9029</td>
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<td>Jun 13-Jul 18</td>
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INTERMEDIATE

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<th>Times</th>
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<tbody>
<tr>
<td>9030</td>
<td>$55</td>
<td>Alfred Reganyan</td>
<td>Jul 25-Aug 22</td>
<td>5 Sat 9:45 AM-10:45 AM</td>
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</table>

Guitar Made Easy (Ages 18+)
Guitar is one of the most played instruments. Learn about the guitar itself, tuning and minor maintenance and how to play single-note melodies and chords. Class is limited to 15 students. Please have your own acoustic guitar (or an electric guitar with a small amp). Optional suggested reading: Guitar Method 1, 2nd ed. by Schmidt and Kock, ISBN 0-7935-3392.

No class July 4.

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<th>Times</th>
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<tr>
<td>8727</td>
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<td>9031</td>
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<tr>
<td>9032</td>
<td>$59</td>
<td>Anthony Baray</td>
<td>Aug 1-Aug 29</td>
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</tr>
</tbody>
</table>

Singer’s Workshop (Ages 15+)
Singing skills development including work on vocal technique, breathing, performance skills and developing audience rapport. Topics may include basic ear training, scales, vowels, and learning simple melodies. Each student may perform solo and in a group.
No class July 5.

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<tr>
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<td>$115</td>
<td>Nicolette Holman</td>
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<tr>
<td>9036</td>
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<td>Nicolette Holman</td>
<td>Aug 1-Aug 29</td>
<td>5 Sat 1:30 PM-3:30 PM</td>
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</table>

Ukulele- The Easy Way
A beginner’s first stop on the way to a lifelong passion with this charming and beautiful Hawaiian instrument. Learn basic finger position, strumming techniques and songs. Class limited to 15 enrollees. Please have your own ukulele.
No class July 4.

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<td>Anthony Baray</td>
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<tr>
<td>9034</td>
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☆ No classes May 25, July 3 & 4 ☆ communityservices.lacitycollege.edu ☆
Clases en Español

Computadora Basica para Principiantes: Parte 1
Iniciaremos conociendo que es y cuales son los hardware basicos que forman una computadora como la CPU, el monitor, el teclado, y el mouse. Como encender el monitor y la CPU. El uso de estas partes del a computadora, y tambien como ingresar a cada uno de los iconos del monitor y su uso. Definicion de algunos terminos basicos y utiles en el uso del a computadora. Exploraremos el programa basico para la escritura, copiar, correccion, almacenamiento e impresion de documentos en Word, y el uso del programa de Powerpoint para las presentaciones.

9037  
Costo: $55  
Alexander Gonzalez  
20 de junio  
Un sábado  
9:30 AM-3:30 PM

Computadora Basica para Principiantes: Parte 2
Continuaremos conociendo algunos hardware como el uso de USB, CD y su utilizacion como unidades de almacenamiento. Aprenderemos a ingresar al internet, a utilizar los mas importantes operadores de búsqueda como Google y Bing, y búsqueda de sitios web de interes. Aprenderemos como abrir un correo electrónico, y a enviar y recivar archivos. Crearemos acceso a las diferentes redes sociales de interés.

9038  
Costo: $55  
Alexander Gonzalez  
27 de junio  
Un sábado  
9:30 AM-3:30 PM

Uso de Tabletas y Celulares Inteligentes
El único requisito es que el participante tenga para las clases el celular o tableta inteligente con el que desee trabajar, practicar y aprender durante el taller.  
Temario:
- Descripcion de las diferentes herramientas y utilidades.
- Configuraciones basicas.
- Conexion y navegacion en internet.
- El mundo de las aplicaciones: descargar, instalar, utilizar y eliminar.
- Aplicaciones de redes sociales: Facebook, Twitter, y Instagram.
- Aplicaciones de comunicacion: correo electronico, WhatsApp y Skype.
- Aplicaciones de Google: Google Search, Google Maps, y Google Calendar.
- Otras aplicaciones y herramientas utiles: Office, Youtube, edicion de fotos, Noticias, Netflix, mercado libre, medios online, Uber, Easy Go, Como ir, entre otras que los alumnos deseen aprender y utilizar.

9039  
Costo: $55  
Alexander Gonzalez  
18 y 25 de julio  
2 sábados  
9:30 AM-12:30 PM

¡Traiga sus preguntas a la clase!

Crea Tu Propia Pagina Web
¿Quieres aprender diseño web pero no sabes por donde empezar? ¿Cansado de ver tutoriales aburridos y mal explicados? Bienvenido al Curso de Diseño Web en el que aprenderas paso por paso y desde lo más básico a diseñar cualquier página web de una forma práctica y sencilla.

No importa si nunca antes has programado o si no tienes conocimientos de páginas web. Este curso esta diseñado para que aprendas desde lo más básico hasta un nivel avanzado en el que podrás diseñar cualquier sitio web de forma profesional.

Iniciamos el curso con una sección en la cual aprenderas a crear tus propios bocetos de sitios web, que mas adelante convertiremos en sitios web reales.

Al final de la clase seras capaz de diseñar cualquier sitio web, ya sea el de tu propia empresa, o el de tus clientes. Los beneficios que obtendras en tu vida con este curso son ilimitados.

En cada sección de la clase hay al menos un proyecto real con la cual vas a poder trabajar con todos los conocimientos adquiridos. Entre los multiples proyectos que vamos a realizar se encuentran un portafolio de trabajos, una pagina para empresas y/o startups, una pagina para un restaurante y un blog desde el cual podrás ganar ingresos con publicidad.

9040  
Fee: $55  
2 sábados  
Alexander Gonzalez  
15 y 22 de agosto  
9:30 AM-3:30 PM

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communityservices.lacitycollege.edu

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To access your courses, click on “My Classroom.” Sign in with your email and password.

Want to find out more?
Visit communityservices.lacitycollege.edu and click “Online Courses.”
Class Cancellations
The State of California mandates that LACC Extension programs be entirely self-supporting. This means that from time to time, we have to cancel a class that does not have enough enrollments. Classes canceled by us are eligible for full refunds and students may always opt to transfer their payment toward another class. Help us avoid cancellations and guarantee your spot – register early and register a friend! Refunds are processed as quickly as possible. Refunds for cash payments may require up to 30 working days.

Authorized Registrant
Attendance at/within a LACC Extension offering is limited to paid/registered students, unless otherwise specifically authorized in the offering description or by the instructor. Instructors and LACC personnel reserve the right to bar/expel unauthorized persons or guests of registered students. Any person deemed to be disruptive to the class or a safety hazard may be subject to discipline or legal action pursuant to LACC/LACCD rules/regulations.

Classroom Material Fees
Some LACC Extension offerings require a degree of physical activity and capability. All participants should check with their physician prior to beginning a new activity.

Contact Us
Office Hours:
Monday through Friday:
12:00 - 7:00 p.m.
Saturdays: (in AD 112)
8:00 a.m. - 3:00 p.m.
323.953.4000 x-2651
comsvcs@lacitycollege.edu
Economic Workforce Development Building
840 N. Heliotrope Dr.
Los Angeles, CA 90029

Physical Activity
Some LACC Extension offerings require a degree of physical activity and capability. All participants should check with their physician prior to beginning a new activity.

Credits & Electronic Vouchers
Electronic Vouchers or Credits may be granted to students in lieu of refunds or for other purposes. These vouchers are non-refundable and must be used within 365 days of issuance. Electronic Gift Cards purchased by students do not expire.

Refunds & Transfers: Choose your classes carefully!
All requests for refunds must be in writing at least two days before the start of class and are subject to a $10 cancellation fee per class. Because enrollment numbers determine whether a class is canceled, there are no refunds nor transfer requests made after the 2-day-prior-to-class starting mark. Partial credits for future use may be available minus a processing fee at our discretion. There are no refunds for credit vouchers or after a class begins.

We are a nonprofit organization, funded separately from the college entirely by our own class fees and donations with a goal of keeping classes affordable.

Helpful Info & Policies

Grades, Certificates, Awards of Completion & Attendance
LACC Extension class offerings are not-for-credit. We do not maintain grades or transcripts and do not grant degrees or Certificates as defined by the California Education Code and Title V of the CA Code of Regulations.

Students may request an Award of Completion for any LACC Extension class for just $10. Students must have 90% or better attendance to be eligible.

LACC Extension and Los Angeles City College do not certify quality of work done nor competencies gained within our offerings unless specifically delineated. Some offerings lead to separate certification of competency or offer credentials from entities separate from LACC and the LACCD, and are specifically noted.

Room Assignments
Due to ongoing construction, campus renovations, and other factors, LACC Extension has limited access to facilities. Rooms will typically be assigned by the college 1-2 days prior to the start of class. We appreciate your patience and will notify students via the phone and/or email information provided at registration as soon as possible. To aid us in this process, we appreciate a valid email address and local area code phone number on file with your account.

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Wishing all our students a safe and healthy Summer