

# COMMUNICATION January-March 2024

CLASSES FOR PERSONAL AND PROFESSIONAL DEVELOPMENT



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You're ready to try something new.
Learn a new skill.
Explore your creativity.
Kick your career up a notch.
Maybe even change jobs.

With Community Education, you'll find valuable personal and professional development opportunities, from career-enhancing workshops and certification programs to educational travel, personal enrichment, classes for kids, and more. Our programs work around your busy schedule, with many online options. At Parkland College, we're here to offer rich possibilities for all ages, all stages of life.

**Endless opportunities. Expertise you trust.** 



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### cover story

# putting an EDGE on growth

### AHW LLC invests in their leaders

As lawn, garden, and agricultural company AHW LLC grew through the years, management saw the importance of strengthening the leadership within the business. The question was how to boost its ability to do so.

"AHW LLC is a growing company," HR manager Cecilia Miller says about the company, which has been in operation since 1932, has locations in Illinois and Indiana, and prides itself on providing excellent customer service. "We recognized that we needed to develop our current and potential leaders into exceptional leaders. We started with book clubs and realized we needed to take it to the next level and seek expert help."

Since completing their custom Leading EDGE series through Parkland College's Community Education, AHW's management staff hasn't looked back, confident that the training series will benefit the entire company on all levels.

"The Leading EDGE series is priceless!" Chad Braden, AHW's president and chief operating officer, says.

"Our goal is to have our employees and future leaders understand the importance of what instructor Steve Welland teaches about DiSC, leadership, and culture."

Roy Johnson, corporate parts manager, agrees, adding that those are just a few of the multiple skills his team has learned. "One of the key takeaways is that people require unique forms of communication to help them perform to their potential," he says. "Understanding co-workers can increase overall productivity and will, in turn, drive customer trust and satisfaction."

According to Miller, another factor that led AHW to register for Leading EDGE is its on-site customization and class offerings. She said employees have been able to improve their communication skills with various types of people, which benefits the workplace and fosters personal growth. She recommends Leading EDGE classes to other company managers.

"We always believe we don't have time to add anything else to our plate, but just go for it!" she says.



### **INSTRUCTOR SPOTLIGHT** Steven Welland

A successful business owner, corporate trainer, and former military officer, Steven Welland is in high demand for his presentation and consulting services. Steven inspires individuals as well as organizations to reach their potential, drive themselves to their unique differences, and operate at their optimal level of performance. He is consistently rated "excellent" as participants learn to maximize productivity, performance, profitability, and opportunity. His many clients include Ameren, Carle Foundation Hospital, Christie Clinic, DuPont, NCSA–UIUC, Regency Multi-Family, and US Army CERL. Steven has been a certified master trainer and corporate trainer for Parkland for more than 20 years, providing high-energy training programs in leader-ship, customer service, effective communication skills, quality, and team development.



### How one company benefited from their Leading EDGE series

"AHW LLC is a growing company. We recognized that we needed to develop our current and potential leaders into exceptional leaders. We started with book clubs and realized we needed to take it to the next level and seek expert help. Instructor Steve Welland offers excellent knowledge on the topic, and his passion for it comes across. I chose the Parkland College Community Education Leadership series for its customization and offering classes on site."

-Cecilia Miller, HR Manager, AHW LLC, Parkland College Alumna

"We chose the Leading EDGE series at Parkland College Community Education because it is priceless! Our goal is to have our employees and future leaders understand the importance of what instructor Steve Welland teaches about DiSC, leadership, and culture. Steve is a top-notch, engaging instructor and efficient with the class material. Parkland College Community Education is local and has a good reputation."

—Chad Braden, President and Chief Operating Officer, AHW LLC

"This was my first opportunity to enroll in the Leading EDGE series at Parkland College Community Education. Don't hesitate to take the classes. One of the key takeaways is that people require unique forms of communication to help them perform to their potential. Understanding coworkers can increase overall productivity and will, in turn, drive customer trust and satisfaction. Win-win! Instructor Steve Welland is straightforward and honest, and he expects students to be open about their communication skills and needs."

-Roy E. Johnson, Corporate Parts Manager, AHW LLC

# youth programs

### Checkmate! Learn to Play Chess, ages 8-12

Get ready to capture your opponent's king or queen in an exciting game of chess, one of the world's most popular strategy games. As a beginner, you'll learn opening principles, basic checkmates, how the pieces move, and how to notate a chess game. Play against friends and watch your confidence and problem-solving skills grow. Each day includes practice time and resources to use outside of class.

All equipment provided.

1/29-3/4 Mon 6-7:30 PM Class ID: 15397

Deadline: 1/22 Location: PC-X115 \$69

### Intermediate Chess, ages 10–13

Prepare for competitive chess at the scholastic level. Opening ideas, middlegame ideas and themes, and advanced endgame strategies will be covered. The master game will be reviewed to reinforce these new ideas. For this intermediate level, you should have a mastery of how the pieces move and be familiar with basic checkmates. All equipment provided.

3/18–4/15 Mon 6–7:30 PM Class ID: 15398
Deadline: 3/11 Location: PC-X115 \$89

"I really liked the variety of activities we did in our chess class, including puzzles, games, and twists for games, like teams and variants."

—Youth student

### Yummy Yeast Breads, ages 10-14

Everyone loves bread. It's sweet, savory, hearty, fragrant, and always delicious when made from scratch! Cheyenne Warman-Neal, our expert bread maker, will teach you fundamental techniques used to measure and weigh ingredients, knead, and proof bread. In the first class, you'll make homemade pizza and dough that will be used the next day to make more scrumptious breads.

Allergy alert!

1/19-1/20 Fri & Sat 4-6 PM Class ID: 15396

Deadline: 1/12 Location: PC-X118 \$79

# **SAVE THE DATE** summer 2024

College for Kids: June 17–27 and July 8–18

Camps for teens: multiple starts
June and July









Location Key: CE Community Education 1315 N Mattis Ave, C • CEA Construction Education Alliance 1317 N Mattis Ave, C • ES Eastland Suites 1907 N Cunningham Ave, U • HP Health Professions, 1309 N Mattis Ave, C • PC Parkland College MAIN CAMPUS 2400 W Bradley Ave, C

### Grasp the Bow: Archery Level 1, ages 10-15

Master the sport of target archery with experienced coaches. Learn the fundamentals of archery, including range safety skills, proper shooting techniques, and equipment care. Along the way, you will discover that archery helps your focus, builds confidence, improves your patience, and even develops your math skills. Get ready to participate in local archery clubs by taking this class.

Bow and arrows provided.

1/22-2/12 Mon 5:15-6:30 PM Class ID: 15399

Deadline: 1/15 Location: TBD \$89

2/26-3/25 Mon 5:15-6:30 PM Class ID: 15400

Deadline: 2/19 Location: TBD \$89

### Grasp the Bow: Archery Level 2, ages 10–15

Take your archery skills to the next level. While continuing to work on the fundamentals of the sport, you'll finesse your form, improve your accuracy, and build your confidence. Practice range safety skills as you fix your aim, improve your shot, and watch your mental discipline grow.

This class is intended for those who participated in beginner classes or have some prior experience.

Equipment, including bow and arrows, provided.

1/22-2/12 Mon 6:45-8 PM Class ID: 15401

Deadline: 1/15 Location: TBD \$9

# Preparation, ages 10–15

Prepare for the Illinois State Bullseye Tournament! Experienced local archery coach Heather Miller, along with other skilled instructors who are former National Archery in the Schools Program (NASP) archers, will provide an opportunity for those on school teams to gain additional practice time as well as fine-tune their skills. This class is intended as a supplement to regular team practices in preparation for the Illinois State Bullseye Tournament to be held March 22 and 23, 2024.

You must be on an area NASP school team to participate in this class.

2/26-3/25 Mon 6:45-8 PM Class ID: 15402

Deadline: 2/19 Location: TBD \$107





### **INSTRUCTOR SPOTLIGHT** Heather Miller

Heather Miller is a lifelong resident and active volunteer in the Champaign-Urbana community. She is a certified archery coach with the National Archery in the Schools Program (NASP) and a certified shooting sports archery instructor with the University of Illinois Extension. Heather and her husband currently coach the archery team at Champaign Centennial High School as well as support other youth sports and youth leadership programs in the community, such as 4-H. Heather uses her skills from her professional teaching experience and coaching to encourage archers of all abilities and backgrounds to excel in a participant-centered approach.

# development

# health & wellness

### 10 Alzheimer's Warning Signs and New Treatments

This education program will help you recognize common signs of the disease in yourself and others and the next steps to take, including how to talk to your doctor. You'll also learn about the new advancements in Alzheimer's treatments.

3/12 Tue 6-7:30 PM Class ID: 15407

Deadline: 3/5 Location: CE FREE

### **Introduction to Healing Herbs**

Did you know rosemary is anti-inflammatory? That thyme and sage help mitigate cold symptoms? And cinnamon can help curb a sweet tooth? The herbs in your kitchen can do amazing things to support your health and well-being gently. Explore culinary herbs that heal, focusing on stress reduction, immune support, and digestion. Make a custom herbal vinegar to take home based on your culinary preferences and wellness goals.

1/30 Tue 6–8 PM Class ID: 15352

Deadline: 1/23 Location: CE \$39

### **Introduction to Intuitive Eating**

Are you ready to make peace with food and your body? Intuitive eating might be for you. This is not another diet; in fact, it's the opposite. Intuitive eating is an approach developed by registered dietitians to help people break out of the dominant diet culture and reconnect with their bodies and natural hunger cues. Join holistic health coach Lisa Merrifield as she helps you develop a healthier relationship with food by exploring hunger cues, using healthy techniques to reframe your thinking about food, and using supportive techniques to live in health and happiness.

3/26-4/9 Tue 6-7:30 PM Class ID: 15358

Deadline: 3/19 Location: CE \$49

### **Beginner Line Dancing**

Learn classic line dances and get in some great exercise. You'll have so much fun learning or improving on some of the classic line dance moves that you'll forget you're burning calories, too! Studies have shown line dancing lessons to be a great help with memory, balance, cardiovascular fitness, and vertigo. Plus, it's a ton of fun! Dances include the cupid shuffle, electric slide, watermelon crawl, and more.

Bring a clean, dry pair of shoes to wear during class to avoid salt and moisture on the floor.

3/25-4/15 Mon 5:30-6:30 PM Class ID: 15354

Deadline: 3/18 Location: PC-P105 \$59

### **Core and More**

The core muscles (abs, back, and other muscle groups around the midsection) are responsible for posture, balance, and stability. With AFAA-certified instructor Rena Leake, learn and practice exercises that strengthen your middle muscles.

Bring a yoga mat.

1/17-3/6 Wed 5:30-6:30 PM Class ID: 15341

Deadline: 1/10 Location: PC-P105 \$79

3/20-5/8 Wed 5:30-6:30 PM Class ID: 15342

Deadline: 3/13 Location: PC-P105 \$79

### new Introduction to Taekwondo

Recognized as one of the oldest forms of martial arts, taekwondo will teach you how to defend yourself through kicks and hand strikes. Taekwondo is all about discipline for mind, body, and soul. Working out and practicing a martial arts course help you improve your brain health, manage weight, reduce the risk for disease, strengthen bones and muscles, increase your daily energy, and improve your ability to do everyday activities. In this beginner-level class, you'll gain confidence and discipline as you learn the techniques needed for effective self-defense techniques. Bring a yoga mat and wear comfortable clothing.

1/22-2/28 Mon & Wed 7-8 PM Class ID: 15332

Deadline: 1/15 Location: PC-P105 \$99

### **Chair Yoga**

Become strong, stable, secure, and balanced through LV chair yoga with Robin Goettel. Learn how practicing yoga also provides a sense of calm, better concentration, and increased patience. Become familiar with specific yoga postures and their benefits in a safe environment as Robin shows you how to adapt moves for varying levels of flexibility. Mindful chair yoga can help you move gradually into a state of inner peace through breathing techniques and restorative relaxation poses.

1/26-3/1 Fri 10:30-11:20 AM Class ID: 15355

Deadline: 1/19 Location: CE \$59

### **Yoga Basics**

Suitable for everyone, this class will refresh your fundamental yoga skills and help you learn what this proven form of exercise is all about. Certified Instructor Jaclyn Jones will take you through postures, paying close attention to detail to make sure you are maximizing your form and breath awareness. Increase strength, flexibility, balance, and focus. You'll also learn relaxation techniques and stress reducers to apply to daily life. Bring a yoga mat and two yoga blocks.

1/16-3/5 Tue 5:30-6:30 PM Class ID: 15343

Deadline: 1/9 Location: PC-P105 \$79

### **Yoga: Beyond the Basics**

Take your yoga practice to the next level. This class is for those with some yoga experience who want to deepen their practice. Build on the skills learned in Yoga Basics and explore asanas (postures) to build strength and flexibility, mindful transitions, dynamic exercises to increase balance, breathing practices (pranayama), and meditation techniques. This class is suitable for those who have completed at least one Yoga Basics or a similar course or three months of regular yoga practice. Please contact us if you aren't sure whether you meet the requirements. Bring a yoga mat and two yoga blocks.

1/18-3/7 Thu 5:30-6:30 PM Class ID: 15391

Deadline: 1/11 Location: PC-P105 \$79



### **INSTRUCTOR SPOTLIGHT**

### **Zainab Susi**

Zainab Susi was born in Pakistan and has been living in the United States since 1990. She is a Parkland alumni and Eastern Illinois University graduate. Zainab has a first-degree black belt in taekwondo and teaches workout and taekwondo classes primarily to women in the community. She believes taking care of our bodies is as important as taking care of our families and others. Taekwondo is all about discipline for mind, body, and soul. Working out and practicing a martial arts course help you improve your brain health, manage weight, reduce the risk for disease, strengthen bones and muscles, increase your daily energy, and improve your ability to do everyday activities.

### **Water Aerobics**

Experience increased flexibility, strength, and endurance each week. Relieve stressed muscles and joint pain. With water aerobics pro Jo Rodriquez, participate at your own comfort level and enjoy the process.

1/16-3/5 Tue 12-12:45 PM Class ID: 15345

Deadline: 1/9 Location: ES \$79

1/18-3/7 Thu 12-12:45 PM Class ID: 15346

Deadline: 1/11 Location: ES \$79

3/19-5/7 Tue 12-12:45 PM Class ID: 15347

Deadline: 3/12 Location: ES \$79

3/21–5/9 Thu 12–12:45 PM Class ID: 15348

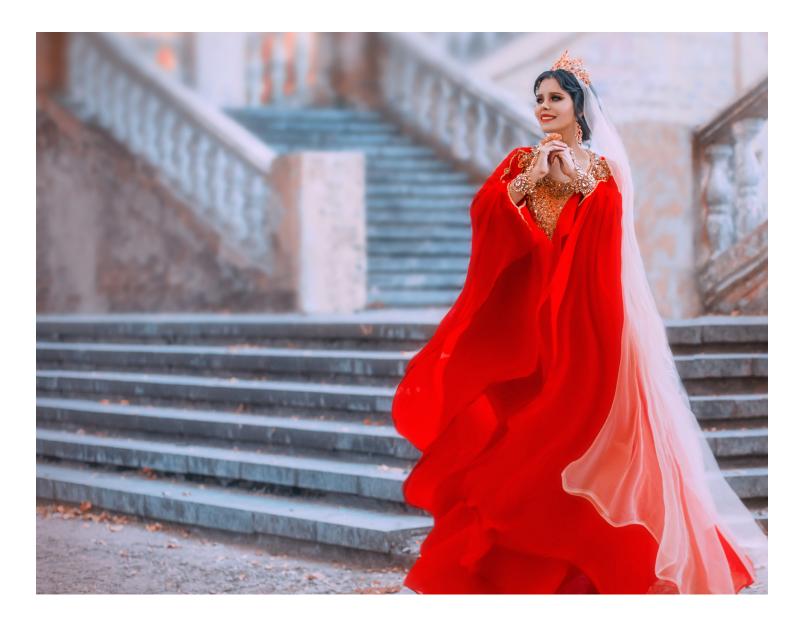
Deadline: 3/14 Location: ES \$79

### **Learn Persian Dance**

You'll learn four dances from four regions of Iran. Each region has its own language, costume, music, and dance movement. You will not only explore the dance moves but also learn about the meaning of the moves and the history, culture, and language of the regions. Each class begins with a warm-up followed by review of the dance moves from the previous week. You'll end each class with a cool-down and a video of the choreography to date. No previous dance experience is required. Wear comfortable clothing that won't restrict your movement.

3/4-4/1 Mon 7-8:30 PM Class ID: 15379

Deadline: 2/26 Location: PC-P105 \$59





### **Fitness Center**

Exercise on your own schedule! You will have access to cycles, treadmills, free weights, universal equipment, and more.

- Cardio equipment: treadmills, ellipticals, upright and recumbent cycles, StepMills, Waves, VersaClimber, and rowing machines (most include an iPod docking station, built-in cable TV, and touch screen)
- Strength training: Keiser power rack, inlaid
   Olympic platform, bumper plates, sandbells,
   PowerBlocks, turf area, dumbbells, kettlebells,
   ropes, medicine balls, and push-pull systems
- Upper-level walking track that's free to anyone during fitness center hours

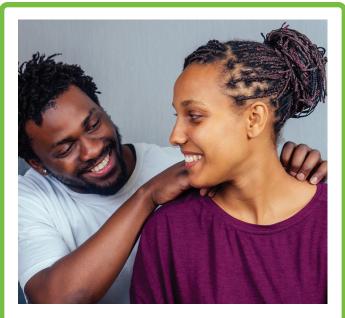
Fitness Center Hours Monday–Thursday: 7 AM–7 PM Friday: 7 AM–5 PM Saturday: 9 AM–12 PM

Sunday: CLOSED

Closed January 15, February 22, and March 15; limited hours during spring break

1/8-5/10 Class ID: 15416

Location: PC-P130 \$99



### **Couples Massage**

\$120

Join Claire Prudhomme, MCP, LMT, BCTMB, CHTP, in this couples massage series. Claire has been teaching couples massage at Parkland for 11 years. She is a board-certified massage therapist, a certified healing touch practitioner, and a certified medical and cupping massage therapist.

### Register for both and SAVE!

### **Couples Back Massage**

Have you ever wanted to give your partner a back massage but weren't sure what to do? This two-hour class covers techniques to help you and your partner feel more relaxed and eliminate aches and pains.

Price per couple. Bring a set of twin sheets and two pillowcases. Optional: Bring a small blanket for warmth.

2/11 Sun 1-3:30 PM Class ID: 15374

Deadline: 2/4 Location: HP-H129 \$69

### **Couples Shoulder and Neck Massage**

Have you ever wondered what you could do to help your partner relieve neck and shoulder pain? If so, this is the class for you. In this two-hour class, you will learn a few massage techniques for reducing shoulder and neck pain.

Price per couple. Bring a set of twin sheets and two pillowcases. Optional: Bring a small blanket for warmth.

2/18 Sun 1-3:30 PM Class ID: 15375

Deadline: 2/11 Location: HP-H129 \$69

# arts & crafts

### **Barn Quilt Painting Workshop**

No barn? No problem! Join the barn quilt movement by creating your own painted quilt block for beautiful décor you can use on the inside or outside of your home. A variety of colors will be available to choose from at the start of class. You'll begin with a pre-primed board and move through each step—drafting, taping, and painting—with careful attention to detail. Once the painting begins, you'll work at your own pace. Instructor Jane Cade will discuss how to properly seal your finished piece after the paint has dried for 48 hours. Leave with a 20-by-20-inch quilt block to keep for yourself or share your talents and give someone the perfect gift!

Several paint color palettes will be available to choose from. Paint is \$2 per color. Typically, four colors are needed. Cash or credit card payment will need to be made to instructor at the start of class. Please bring a 12-inch ruler or yardstick and hairdryer.

3/1 Fri 8:15 AM-12:30 PM Class ID: 15344

Deadline: 2/16 Location: PC-X115 \$8

### **Basket Weaving: The Mantel Basket**

This basket would look lovely in any room of your home. Fill it with flowers in spring and summer and pinecones in the fall and winter. Perfect for your fireplace mantel or wherever you choose to use it. The pretty oversized buttons finish it off. Techniques include filling a base, twining, and decreased weaving. The accent color is black. Finished product dimensions: width 6.5 inches, length 18 inches, height with handle 7 inches. Dress for a mess. Water and dyed reed will be used. Baskets will not be stained during class, but staining techniques will be discussed.

3/23 Sat 8:30 AM-12:30 PM Class ID: 15365

Deadline: 3/16 Location: CE \$79

### **Woodcarving for Beginners**

Are you interested in learning woodcarving but don't know where to start? This class introduces you to the styles of woodcarving and the types of tools used. The focus is on the basic skills of knife carving. After practicing basic cuts, you'll work on two beginner-level projects of your own. Carve a 2-by-4-inch gnome and a 2-by-4-inch seasonal carving. Instructor Bill Pedersen will also cover how to care for your knives and how to finish your pieces with paint after the carving is complete. Finally, you'll be introduced to woodcarving resources to continue your journey in this wonderful art form.

Carving knife, protective glove, and all wood for carving are provided.

1/31-2/7 Wed 6-8:30 PM Class ID: 15385

Deadline: 1/24 Location: CEA-Y113 \$69

### Ceramics: Beginning Wheel Throwing

Develop and improve your throwing skills, including centering, opening, and pulling vessels. Then, form cylinders, bowls, and other shapes. You'll also learn how to evaluate form and how it serves a vessel's function. It's a great opportunity to hone basic techniques of throwing and expand your skills in all aspects of pottery.

Class tool kits and clay must be purchased before the first class from Art Coop in Urbana. Expect to pay approximately \$50 for supplies. In addition to supply kit, bring to class an apron, towel, coffee canister, or small tub for water.

1/13-2/3 Sat 10 AM-12 PM Class ID: 15408

Deadline: 1/6 Location: PC-C193 \$139

### **Crochet More With Christina**

Interested in a project but don't know where to begin? If you need more guidance for your crochet project or are ready to advance your skills, this class is for you! Instructor and crafter Christina Donovan will help you learn more detailed techniques, such as working in the round for amigurumi, and be there to help you problem-solve and get started on that next project.

Bring your crochet materials and any patterns you're working on or are interested in.

3/28-4/25 Thu 6-8 PM Class ID: 15359

Deadline: 3/21 Location: CE \$109

### **Intermediate Knitting**

Expand your basic skills, learn new stitches, and learn how to read more detailed patterns. You'll start with a review of cast on and cast off, knit stitch, and yarn over. Then you'll work up to increases and decreases, rib stitch, and seed stitch. In the final class, you'll get started on your dish towel and have the skills to finish it independently. Build your confidence and skills to allow you to continue to practice new patterns on your own. This class is recommended for knitters who have practice with basic knitting techniques and stitches such as cast on and cast off, drop and pick up stitch, yarn over, and purl stitch. A supply list will be provided.

2/3-2/17 Sat 10 AM-12 PM Class ID: 15364

Deadline: 1/27 Location: CE \$99

### **new** Introduction to Needle Felting

Learn how to turn wool into 3D shapes, felt flat pieces, and finally how to embellish your creation. Start with the basics and work up to more complex designs each week. You'll learn how to use the tools of the trade, including different types of wool, needles, and pads, with instructor Elizabeth Stahl.

A supply list will be provided.

2/3-2/17 Sat 10 AM-12 PM Class ID: 15403

Deadline: 1/27 Location: CE \$69

### **Digital SLR Photography**

Show the world what you see through the lens of your digital SLR camera. Professional photographer Mike Heiniger will offer suggestions and guidance on capturing beautiful details, unique angles, and perfect perspectives with various subject matter in this interactive, hands-on experience. Equipment discussions and group critiques will help you shoot with greater confidence and a keener eye.

Bring your single-lens reflex camera, lenses, and accessories.

2/20-3/5 Tue 6-8:30 PM Class ID: 15356

Deadline: 2/13 Location: CE \$89

### **Drawing Fundamentals**

Everyone can learn to draw. Discover how to get your vision onto paper by understanding fundamental drawing techniques and materials. Artist Jackie Tice will guide you through the exploration of line and contour, shape and form, light and shadow, space and depth, and proportion and perspective. Get acquainted with a range of materials and drawing media as you discover more about the visual arts.

A supply list will be provided.

3/21-4/25 Thu 6-8:30 PM Class ID: 15349

Deadline: 3/14 Location: PC-C186 \$149

# Mixed Media: Art and Text in the Visual Journal

Discover the possibilities of the visual journal, which combines art and text to express your thoughts and feelings. Visual journals can be used for mindfulness, reflection, creative writing, and more. Whether you're a beginner or a seasoned artist, you'll learn approaches that will help free personal expression as you practice various art journaling techniques. Write from prompts and use collage, colored pencil, crayon, paint, and other media. Walk away with about a dozen pages as a great start on your mixed-media art journal.

Sketchbook provided. A supply list will be provided.

1/30-2/13 Tue 6-8 PM Class ID: 15410

Deadline: 1/23 Location: PC-C186 \$79

### **Painting Light and Color**

This class is designed to help painters gain a better understanding of the effects light has on color. You'll learn ways to accurately perceive color, discover how to make convincing shadows, and discuss color temperature. Through observing and identifying color, experiment with color mixing and paint from a still life composed of simply shaped objects. For advanced-beginner or intermediate-level painters. A supply list will be provided.

1/10-2/7 Wed 6-8:30 PM Class ID: 15390

Deadline: 1/3 Location: PC-C190 \$159

# Still Life Painting for Beginners and Beyond

Have you always had an interest in learning to paint but didn't know where to begin or just want to improve on your existing skills? In this class, basics such as blocking in, color mixing, and paint handling will be covered. Painters with more experience will also benefit as they continue to explore. Paula McCarty, MFA, will conduct the workshop. You can expect to complete one painting. Oil or acrylic painters welcome. Appropriate for beginner and intermediate painters. A supply list will be provided.

2/14-3/6 Wed 6-8:30 PM Class ID: 15392

Deadline: 2/7 Location: PC-C190 \$139

### **Watercolor Pencils**

Develop your personal style with the unique medium of watercolor pencils. They're versatile, portable, and nontoxic, and they clean up with water. It's a perfect opportunity to try your hand at painting by using skills you already have. Professional artist Jackie Tice will introduce you to basic color theory and techniques specific to this medium. A supply list will be provided.

1/25-3/7 Thu 6-8:30 PM Class ID: 15351

Deadline: 1/18 Location: PC-C186 \$149



### **Bravo! Improvisational Theatre**

In an entertaining format, improve your acting skills for your next performance or work to gain positive thinking, creativity, and mindfulness skills. Improv theatre involves playing out scenes without written dialogue. Even if you are not a theatre buff, improv can help you improve your listening skills and ability to work with others in a collaborative environment. Learn the basics of improvisation and practice fun class exercises in a safe environment.

No previous theatre experience is required

1/30-2/20 Tue 6-8 PM Class ID: 15361

Deadline: 1/23 Location: PC-D151 \$79

# **Encore! Intermediate-Level Improvisational Theatre**

Continue to fine-tune your skills in improv with this intermediate-level course. In addition to working on character development, relationships, and interactions, you'll practice object work and scene initiation through short-form improv theatre games. This safe, welcoming environment will allow you to open up and challenge your skills.

Completion of a beginner-level improv workshop is recommended.

3/19-4/23 Tue 6-8 PM Class ID: 15362 Deadline: 3/12 Location: PC-D151 \$109



# music

### **Beginning Guitar**

An excellent class for the beginner to get started in the world of guitar playing. Learn how to tune and use a pick as well as proper playing technique. You'll master the basics of tablature, learn a variety of chords, and play songs you know and love. This is an enjoyable introduction with instructor Kyle Kinnamon. The guitar skills you'll master in this course will allow you to play any style of music, from hard rock to country. Bring your own acoustic guitar and tuner to each class.

1/29–3/25 Mon 6–7 PM Class ID: 15381

Deadline: 1/22 Location: PC-X115 \$99

### **Instant Piano for Busy People**

In just a few hours, you can learn enough secrets of the trade to give you years of musical enjoyment. Learn to play piano the way professionals do using chords. The Zoom format allows you to sit at your piano or keyboard at home while you learn. An online book and online follow-up video lessons are included, which allow you to continue your practice and study at your own pace. An optional periodic online question-and-answer session is also included. You will receive a recording of the live Zoom session. The course is part lecture demonstration and part hands-on instruction. Topics include how chords work in a song, how to get more out of sheet music by reading less of it, how to form the three main types of chords, how to handle different keys and time signatures, how to avoid counting, and how to simplify more than 12,000 complex chords.

2/12 Mon 6:30–9:30 PM Class ID: 15383

Deadline: 2/5 ONLINE \$69

4/13 Sat 9 AM-12 PM Class ID: 15384

Deadline: 4/6 ONLINE \$69

### new How to Play Piano by Ear

Learn one of music's deepest mysteries: how to play songs without relying on music. A very practical presentation of music theory that includes predicting chord progressions, learning from recordings, and transposing expressed in everyday language. This is an ideal follow-up to the Instant Piano class and is open to anyone who has a basic understanding of chords on any instrument. Expand your musical horizons, free yourself from sheet music dependence, and be the life of the party! Prior experience with chords is recommended. Fee includes the online book, online follow-up lessons, a recording of the class, and an optional monthly question-and-answer session. Class is held online using Zoom.

3/2 Sat 9-11:30 AM Class ID: 15387

Deadline: 2/24 ONLINE \$69

### **Music Ensembles**

Community instrumentalists and vocalists are invited to join. Enrollment is open through mid-March. Audition is required. Each ensemble is \$35. Register by contacting Arts, Media, and Social Sciences at 217/351-2217.

### **Choral Ensemble/Chamber Singers**

Conductor Frank Gallo

1/9-4/30 Tue 5-7:45 PM CMS 442-001H Location: PC-C142

### **Instrumental Ensemble/Wind**

Conductor Jonathan Beckett

1/9-4/30 Tue 6:30-9:15 PM CMS 446-001 Location: PC-C148

### **Instrumental Ensemble/Orchestra**

Conductor Rodney Mueller

1/8-4/29 Mon 7-9:45 PM CMS 447-001 Location: PC-C148

### **Instrumental Ensemble/Concert Band**

Conductor Matthew Dixon

1/11-5/2 Thu 7-9:45 PM CMS 448-001 Location: PC-C148

### Jazz Ensemble/Small Jazz Ensemble

Conductor Kevin Hart

1/8-4/29 Mon 3-5:45 PM CMS 469-001 Location: PC-C148

### **Guitar Ensemble**

Conductor Young Kim

1/10-5/1 Wed 6-8:45 PM CMS 484-001 Location: PC-C142

### **Ensemble Performances**

FREE and Open to the Public

### March 3

Chamber Singers/Guitar Ensemble

### March 3

Orchestra & Concert Band

### April 22

Jazz Ensemble

### May 4

Chamber Singers with an invite to area high school choirs

### May 5

Orchestra & Concert Band, Guitar Ensemble

For information about times and to see additional concert dates, visit parkland.edu/musicensembles.

# culinary

### **Beautiful Braided Bread**

Imagine making your own braided loaf of twisted plump golden brown bread that looks and tastes as good as the bread at the bakery. Braiding bread is a great way to add fun and flair to your baking. Learn the ins and outs and overs and unders of the technique. Instructor Cheyenne Warman-Neal will get you started by mixing up some dough from scratch. Then, you'll get a feel for working and braiding the dough. Whether you are a seasoned bread maker or just getting started, this class has something for you.

1/27 Sat 2-4:30 PM Class ID: 15363

Deadline: 1/20 Location: PC-X118 \$69

### **Classic Croissants**

Named for their crescent shape, the laminating technique is used to layer dough and butter to achieve a flaky texture. Join pastry chef Doris Klenke in this hands-on class as you learn the techniques for working with yeasted dough, creating the butter-laminated dough, and filling and proofing the croissant to ensure the right texture. Doris will have dough prepared in various stages so you can practice every step of the process, in addition to prepping some croissants to take home for baking at the end of class. Great for beginning to advanced bakers.

Bring a 9-by-12-inch glass dish.

1/31 Wed 6-8:30 PM Class ID: 15369

Deadline: 1/24 Location: PC-X118 \$75

### new Pains Au Chocolat Croissant

Re-create this French bakery classic with pastry chef Doris Klenke. Croissants are one of the most delicious pastries in the world, but it is difficult to perfect the flaky, buttery texture. Learn the techniques and tricks of making a delicious croissant. Doris will have dough prepared in various stages so you can practice every step of the process, in addition to prepping some croissants to take home for baking at the end of class. Great for beginning to advanced bakers.

Bring a 9-by-12-inch glass dish.

2/21 Wed 6-8:30 PM Class ID: 15409

Deadline: 2/14 Location: PC-X118 \$75

### Cookie Decorating for Valentine's Day

Learn the basic skills and tools you need to be a cookie artist. As you get familiar with the tools of the trade, you'll decorate several cookies using outline, flood, and techniques with various frosting consistencies. Work on wet-on-wet designs and, of course, use sprinkles to enhance your works of art. Each student will take home approximately five frosted cookies. *All materials provided*.

Bring a lidded container.

2/7 Wed 6–9 PM Class ID: 15370

Deadline: 1/31 Location: PC-X118 \$69

### **new** Sweets for Your Sweetheart

We've got your sweet tooth and sweetheart covered for Valentine's Day. Maybe that's your significant other or a great friend; either way, everyone deserves dessert! Join Cheyenne Warman Neal in the kitchen as you learn the ins and outs so that you can master these delicious desserts at home. No matter who you bring, you can be sure there will be plenty of sweetness to go around. So, love yourself and others—with dessert! *Price is per couple. Register only one adult.* 

2/10 Sat 2-4:30 PM Class ID: 15389

Deadline: 2/3 Location: PC-X118 \$69



### Sushi Series \$180

Sushi has become one of the most popular international dishes in the world. Based on a vinegared rice that is garnished, mixed, pressed, or tossed with assorted ingredients, the flavors unite for a delicious roll. Join Taic (James) Kim as he guides you through how to make sushi rice, prepare ingredients, and roll, cut, and properly display delicious sushi in each session. Register for all three and SAVE!



### new Shrimp Tempura Roll

A type of inside-out cooked sushi roll where the main ingredient, shrimp, is dipped in tempura batter and deep-fried for a crunchy texture. Other ingredients may include avocado, cucumber, and sesame seeds. Join James Kim as he shows you how to ensure your rolls are infused with just the right amount of flavor.

1/25 Thu 6–8 PM Class ID: 15376

Deadline: 1/18 Location: PC-X118 \$69



### new Spider (Soft-Shell Crab) Roll

This type of sushi includes breaded or battered soft-shell crab and ingredients such as cucumber, avocado, daikon sprouts or lettuce, and spicy mayonnaise rolled inside sushi rice. Learn how to prepare this dish properly and pair just the right amount of ingredients for a simple yet delicious meal.

2/15 Thu 6-8 PM Class ID: 15377

Deadline: 2/8 Location: PC-X118 \$69



### new Fried Sweet Potato Roll

It's a great vegan or vegetarian option. For this perfect sweet and salty combo, you'll start with crispy breaded sweet potato wrapped in sushi rice and nori and drizzled with just the right amount of teriyaki sauce for a mouthwatering dish.

3/21 Thu 6–8 PM Class ID: 15378

Deadline: 3/14 Location: PC-X118 \$69

# home & garden

### **new** Canning

Join award-winning canner Sue Tiger as she walks you through the process of making delicious canned goods. Canning gives you control over what you put into your food, tastes better than store-bought products, and is cost-effective. Learn the techniques and processes for canning safely. You'll get a background on the science behind the canning process as you work. Not only will you take home step-by-step instructions for the delicious recipe, but you'll also leave with your own canned food to enjoy and share.

All supplies are provided.

### **Soups: Tomato and Butternut Squash**

2/24 Sat 9–11:30 AM Class ID: 15367

Deadline: 2/17 Location: PC-X118 \$65

Sauces: Pizza and Spaghetti

3/2 Sat 9-11:30 AM Class ID: 15368

Deadline: 2/24 Location: PC-X118 \$59

### **Start Your Own Edible Garden**

Grow delicious, nutritious fruit and vegetables in your own backyard! Learn how to give your garden a healthy start and keep it growing strong all season. You'll begin by figuring out which type of garden is right for you. You'll explore climate considerations, learn how to read a zone hardiness map, and find out how to spot a microclimate in your yard. Discover how to properly prepare a garden bed so your crops have the best opportunity to thrive. You'll even learn to understand fertilizers and food, save money, get some exercise, or just be more self-sufficient, this course will give you the skills and knowledge you need to be on your way to a successful harvest.

"The lessons were easy to understand and informative. I also liked all the different resources that were made available to the students. I feel the instructor did a great job. Thank you!" —Ed2Go Student

### Register at ed2go.com/pc.

| 1/17-2/23 | 24 hours | ONLINE \$129 |
|-----------|----------|--------------|
| 2/14-3/22 | 24 hours | ONLINE \$129 |
| 3/13-4/19 | 24 hours | ONLINE \$129 |

### **Beginner Soap Making**

In this hands-on workshop, you'll go over the basics of cold-process soap making. You will make your own scented mini-loaf of soap. Your soap will have all-natural, easy-to-obtain ingredients.

All materials provided.

2/7 Wed 6-8:30 PM Class ID: 15380

Deadline: 1/31 Location: PC-X118 \$79

### **Introduction to CNC Router**

The CNC router is a 21st-century woodworking machine used to cut parts, carve decorative details, make signs, and produce relief carvings. CNC machines are popular with woodworking hobbyists, artists, and crafters in home shops and makerspaces. Local CNC woodworker Allan Tuchman will guide you in using the popular VCarve Pro software required for operating any CNC router, and you'll design a project. An additional two-hour session will be arranged for you to complete your project on an actual CNC machine at the Champaign Woodworkers Club after being trained in the safety and operation of the CNC router. Prerequisite: comfort working with Windows PCs and using a computer mouse. Experience with design, graphics, or photo editing software is helpful.

2/26-3/4 Mon & Wed 6-9 PM Class ID: 15366

Deadline: 2/19 Location: CE \$265

### **Introduction to Welding**

Learn the basics of welding on the weekend. Welding is a useful skill for car mechanics, general hobbyists, artists, and those interested in DIY home and farm repair projects. In just five Sundays, discover the welding methods and safe operating practices of stick (SMAW) and MIG (wire, GMAW). Practice what you've learned in the lab and work on a project of your choice.

Bring with you a pair of safety glasses and gauntlet-style welding gloves. Both items can be found reasonably priced at most home improvement stores or online. No open-toed shoes or frayed clothing. Wear nonsynthetic clothing.

1/28-2/25 Sun 3-6 PM Class ID: 15360

Deadline: 1/21 Location: PC-T131/T132 \$299

# language & writing

### **Beginning Writers' Workshop**

Some of the best works of fiction and nonfiction were crafted in writers' workshops. This online course will help you write your own creative piece. Like a true writing workshop, you will learn literary techniques, peer-review a classmate's work, and receive constructive criticism on your work. In addition, you will learn how to move your work from the prewriting stage to editing and final revision. You will also learn how to use literary devices, meaningful dialogue, and imagery in your different drafts. By the end of this online workshop, you will have a thoroughly developed creative writing piece. You might even be ready for publication! Register at edago.com/pc.

| 1/17-2/23 | 24 hours | ONLINE \$129 |
|-----------|----------|--------------|
| 2/14-3/22 | 24 hours | ONLINE \$129 |
| 3/13-4/19 | 24 hours | ONLINE \$129 |

### **Latin: The Gateway Language**

The Latin language is rich in history and culture, providing a strong foundation for language learning (both ancient and modern). It does have a well-deserved reputation for being difficult to learn. But what if you could master a small portion of Latin grammar and vocabulary and gain a sense of what the language is all about? What if you could discover that you are already familiar with a bit of Latin morphology, even without knowing what that means? Gain knowledge that will enrich your heart forever and inspire you with an appreciation for your intelligence and for the miracle that is human language.

To get the most out of this class, you should plan to commit 10 to 15 minutes each day for practice and review. Bring a notebook and pen or pencil. Handouts will be provided.

| 1/31-3/6       | Wed 6-7:30 PM | Class ID: 15386 |
|----------------|---------------|-----------------|
| Deadline: 1/24 | Location: CF  | \$69            |

### **American Sign Language I**

Some hands speak volumes. Learn American Sign Language, including the manual alphabet and common individual signs, with a focus on understanding deaf culture.

This course may be taken for credit or as noncredit; indicate at registration. Residency fees apply. To register, contact Admissions at 217/351-2482.

1/8–5/3 Mon & Wed 6–7:50 PM COM 160-001

Location: PC-C239

### **Instant Italian**

This dynamic course will teach you how to express yourself comfortably in Italian. You'll read, hear, and practice dialogues of everyday words that will teach you to communicate in a variety of settings.

"I found the information in the class to be very useful and just the thing that I needed to be able to go to Italy and communicate in an understandable and basic way. Professor Bertoldi's explanations were very clear, and the additional information available for each lesson was very helpful."

—Ed2Go Student

### Register at ed2go.com/pc.

| 1/17-2/23 | 24 hours | ONLINE \$115 |
|-----------|----------|--------------|
| 2/14-3/22 | 24 hours | ONLINE \$115 |
| 3/13-4/19 | 24 hours | ONLINE \$115 |

### **Beginning Conversational French**

Proper pronunciation is important to good communication. This course has been carefully crafted to ensure you will have no trouble pronouncing French words correctly. You will learn how to communicate at the airport and hotel, how to talk to hotel employees, and how to communicate in restaurants. Each lesson also includes cultural tips. Hand and body gestures mean different things in different cultures. For example, do you know the proper way to point to avoid offending people in France? This course will tell you. You will be pleased with your quick progress, and you will be prepared for your next trip!

"I have learned an incredible amount of French from this beginning class. I think that is mostly due to the class format and teaching style of the instructor. Merci beaucoup!" —Ed2Go Student

### Register at ed2go.com/pc.

| 1/17-2/23 | 24 hours | ONLINE \$115 |
|-----------|----------|--------------|
| 2/14-3/22 | 24 hours | ONLINE \$115 |
| 3/13-4/19 | 24 hours | ONLINE \$115 |

### **Speed Spanish**

Imagine yourself speaking, reading, and writing Spanish. Now you can with Speed Spanish. This course is for anyone who wants to learn Spanish pronto. Learn six easy recipes for gluing Spanish words together to form sentences. In no time at all, you will be able to go into any Spanish speaking situation and converse in Spanish. iQué Bueno!

"I liked the course and appreciated not having to get bored over conjugating verbs. It was useful from the first lesson." —Ed2Go Student

Register at ed2go.com/pc.

| 1/17-2/23 | 24 hours | ONLINE \$125 |
|-----------|----------|--------------|
| 2/14-3/22 | 24 hours | ONLINE \$125 |
| 3/13-4/19 | 24 hours | ONLINE \$125 |

### **Armchair Travel**

Join us on adventures near and far as our presentations give you unique perspectives of travelers' experiences.

### The Black Sea: Deep in History and Rich in Culture

Turkey, Georgia, Russia, Ukraine, Romania, and Bulgaria all touch the Black Sea. They are steeped in history and richly diverse in culture. Visit Istanbul, Turkey, a city that straddles two continents. Sumela Monastery near Trabzon, Turkey, hangs on a cliff. Continue to Georgia and visit 12th-century Gelati Monastery, still used as the village church. Travel to Sochi, Russia, and see Stalin's dacha and from there to Yalta where Stalin, Churchill, and Roosevelt met. Continue to the valley where the Charge of the Light Brigade occurred. Go into submarine tunnels kept secret by Russia until 1996. See the 19th-century Opera House in Odessa, Ukraine. Entering Romania, we visit the huge Danube Delta area, a bird sanctuary and local camping site. Roman ruins and modern apartment buildings stand side by side in Varna, Bulgaria, our sixth country to visit.

### Experience the Beauty of Vancouver Island and Victoria's Charm

Take a journey to Vancouver Island, British Columbia, with Robin Goettel as she shares her experiences from her two visits to this stunning destination. With a panoramic coastline and beautiful beaches, there is an abundance of scenery to take in. See the world-renowned Butchart Gardens, spanning over 55 acres of beautifully landscaped grounds. Explore the vibrant colors and intricate designs that make this garden a true masterpiece. Continue to immerse yourself in the natural beauty of the island with provincial parks, waterfalls, and old-growth forests. No trip to Vancouver Island is complete without visiting Victoria, the capital. In Victoria, you'll find a castle, the Royal BC Museum, and the iconic Empress Hotel. Learn about the rich First Nation culture through a visit to the Indigenous Peoples Museum, view totem poles, and enjoy the multitude of murals around the quaint town of Chemainus.

3/19 Tue 1:30–3 PM Class ID: 15338 Deadline: 3/12 Location: CE \$15

### Seaside Scenery: Cape May, New Jersey

Join Mindy McClusky as she takes you to Cape May, a charming Victorian seaside resort with a rich history. During World War II it served as a lookout for German submarines. Today, visitors can explore the town's past with guided historical trolley tours or take a recumbent "biking" ride along the abandoned railroad lines. Cape May is also known for its fishing industry, both past and present. Visitors can indulge in delicious seafood at local restaurants, relax on the beach, and admire the endless Victorian architecture that surrounds them.

4/16 Tue 1:30-3 PM Class ID: 15339 Deadline: 4/9 Location: CE \$15

### new Australia

Australia is full of strange and exotic sights. Let Fred Delcomyn be your tour guide for part of the country as he describes sharing a river with 20-foot-long man-eating crocodiles, visiting an underground city, and seeing Sydney's iconic Opera House. Join him in marveling at the beauty of Australia's barren central region on a three-day train trip and share his frustrations as he attempts to see kangaroos in the wild. Whether your preference is for nature's wonders or urban environments, there's something for everyone in this presentation.

5/21 Tue 1:30–3 PM Class ID: 15340 Deadline: 5/14

Location: CE \$15



# history

### Texas Rangers: Legendary Lawmen

Founded in 1823 by Stephen F. Austin, the Texas Rangers have had a role in every part of Texas history. From the early frontier years to the lawless oil boomtowns and motorized bandits of the 1920s to the cutting-edge technology and techniques of modern investigators, the Rangers have many stories to tell. Audrey Ladd, education programs manager of the Texas Ranger Hall of Fame and Museum, will be presenting on the transition of the Texas Rangers from frontier fighters into the well-respected law enforcement officers they are today. The presentation will be a combination of the cases, legends, and evolving technology that shaped the Rangers over two centuries.

3/5 Tue 11–11:50 AM Class ID: 15484

Deadline: 2/27 ONLINE \$19

### **DAY TRIPS**

# Chicago Food Tour: Progressive Ethnic Meal

Immerse your belly and mind in this ethnic history and cuisine of Chicago. During this tour, you'll stop at four locations to feature four ethnic groups. Think of it as a progressive meal with stops for ethnic appetizers, entrees, and desserts. The tour will begin at a Greek bakery. Next, enjoy a cultural experience at the Irish American Heritage Center before heading to lunch for a family-style Polish meal. Conclude with a shopping stop at Eataly, Chicago's vibrant Italian marketplace. All along the way, your tour guide will provide comprehensive narration, highlighting the culture and architectural hidden gems of Chicago.

This tour may keep you on your feet for extended periods. Registration includes transportation, tour guide, all gratuities, and lunch. The only dietary restriction that can be accommodated is for vegetarians. Accommodations for gluten-free, dairy-free, vegan, and others cannot be accommodated. No refunds after March 6.

3/20 Wed 7 AM-7 PM Class ID: 15334
Deadline: 3/6 Location: CE \$219

# money matters

### Stocks, Bonds, and Investing: Oh My!

Looking for a good solid class on the basics of stocks, bonds, finance, and investing? Haven't the slightest clue how to prepare for retirement, pay for college, or even manage your personal finances? And do you wish you could do it all without having to pay a broker or a financial advisor? Well, look no further. The class you need is right here. This enjoyable class walks you through the fundamentals of investing. It will not only teach you about the stock markets, 401(k) plans, and retirement, but it will also address personal financial issues that are often ignored but essential to your success as an investor. Each lesson explains these concepts in detail so you understand how and why things work in the investment world. Provide yourself with the independence and confidence you will need to make your own investment decisions.

### Register at ed2go.com/pc.

| 1/17-2/23 | 24 hours | ONLINE | \$125 |
|-----------|----------|--------|-------|
| 2/14-3/22 | 24 hours | ONLINE | \$125 |
| 3/13-4/19 | 24 hours | ONLINE | \$125 |

### **Introduction to Stock Options**

If you've ever wanted to learn how to evaluate, buy, sell, and profit from stocks, this course is for you. You'll leave armed with investment tools that were once thought to be only for the pros! Examine stock options and risks, learn to identify the jargon and symbols of options in a way that's easy to understand, and dig deeper into option pricing. Above all, you'll learn how to protect your portfolio and profit in any market. "Great course. Tons of information given but in a simple and clear manner. Lots of examples to illustrate the concepts. Good class to help understand the basics and the many terms and strategies. Definitely recommend." —Ed2Go Student

### Register at ed2go.com/pc.

| 1/17-2/23 | 24 hours | ONLINE \$129 |
|-----------|----------|--------------|
| 2/14-3/22 | 24 hours | ONLINE \$129 |
| 3/13-4/19 | 24 hours | ONLINE \$129 |

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# computers & technology

# basics

### **Beginner Computers**

Jane Bateman is great at giving students all the individual attention they need and helping them get more use out of a computer. If you're comfortable with a mouse and the keyboard doesn't confuse you, the next steps are to format a document, copy, cut, paste, find files, and save. You'll also learn how to use a USB flash drive for saving and storing files such as documents and pictures.

3/20-4/10 Wed 1-3 PM Class ID: 15353

Deadline: 3/13 Location: CE \$79

# for business

### **Excel Essentials**

Learn the basic and essential concepts of formulas, functions, and shortcuts for Microsoft Excel in this hands-on class. Become familiar with creating, modifying, formatting, and printing worksheets. Practice data files will be provided for you to apply your new skills, knowledge, and confidence. The small class size allows for conversation and instruction from Wendy Barker.

1/23-1/25 Tue & Thu 1-3 PM Class ID: 15445

Deadline: 1/16 Location: CE \$99

### **Excel: Introduction to Macros**

Advanced Excel users encounter repetitive tasks such as reports that need to be produced, data that need to be updated, or tables that need to be formatted on a regular basis. Many of these routine tasks can be automated with the use of macros. Learn to record the steps or operations that you want to perform and then press a button to repeat them again and again.

2/15 Thu 1–3 PM Class ID: 15446 Deadline: 2/8

Location: CE \$99

### **new** Google Workspace 101

Discover the boundless potential of Google Workspace! Explore a comprehensive suite of user-friendly online applications extending far beyond Gmail. Immerse yourself in a transformative learning experience guided by a Google certified trainer. From Google Drive to Docs, Sheets, Calendar, and beyond, unlock a wealth of features that enhance your productivity seamlessly. Whether at home or work, empower yourself with the knowledge of these tools. Join us on this journey of discovery to maximize your effectiveness.

2/20 Tue 1–3 PM Class ID: 15841

Deadline: 2/13 Location: CE \$55

### new Google Workspace 102

Level up your Google Workspace skills with our advanced course. Discover the insider tips, tricks, and techniques to optimize your workflow using the powerful suite of free Google applications. From mastering Forms and Calendar to becoming a Sheets and Docs pro, our comprehensive program will equip you with the expertise to tackle any challenge. Navigate through the intricacies of Slides, unlock hidden features, and tailor your Google Workspace for maximum efficiency in both personal and professional settings. Are you ready to take your productivity to new heights? Join us on this advanced-level journey and unlock the potential of Google tools.

3/6 Wed 1-3 PM Class ID: 15842

Deadline: 2/28 Location: CE \$55

### **new** Microsoft SharePoint 2019

Master the basics of Microsoft SharePoint, such as working with lists, libraries, and forms; page customization; and managing sites, site permissions, and users. This course will help you build the skills you need to work in a SharePoint environment. SharePoint is the most popular content management system, so understanding how to use its features is valuable for any organization. You will be equipped with essential Share-Point skills so you can navigate team sites; manage lists and libraries; and create columns, content types, and views. With these new skills, you will be the go-to user for SharePoint 2019 at your organization. *Tuition assistance is available*.

Register at careertraining.ed2go.com/parkland.

ONLINE, self-paced; begin upon registration. \$795

### ••• Adobe Certified Professional (Vouchers Included)

There is a strong demand for Adobe Creative Suite skills. In this Adobe Certified Professional course, you will learn five of the most often used Adobe programs: Dreamweaver, Illustrator, Photoshop, InDesign, and Animate (formerly Flash). You will also read short lessons, complete exercises, watch video demos and reviews of exercises, take quizzes and exams, and complete a project. By focusing on these five programs, you will learn how to put all the pieces together to develop the Adobe Creative Suite skills to become a professional in the design field. Becoming an Adobe certified professional will prepare you to amaze clients, employers, and collaborators with your skill set using the world's most creative desktop apps.

Upon completing this course, you will be ready to take the five Adobe Certified Professional (ACP) certification exams. This course offers enrollment with a prepaid voucher that allows access to the certifying exam upon eligibility.

Tuition assistance is available.

Register at careertraining.ed2go.com/parkland.

ONLINE, self-paced; begin upon registration. \$2,799

# CompTIA Certification Pro: A+, Network+, Security+ Program

This program will teach you to identify and install system components and peripheral devices; understand and maintain storage; connect, create, and secure wireless networks; and understand and configure security measures. Our certification prep program is divided into six courses, which cover a vast amount of content: cryptography, risk management, social engineering, environmental controls, wireless attacks, router security, and so much more. At the conclusion, you will have the knowledge and skills needed to successfully sit for industry-recognized certification. Your training includes exam vouchers for A+, Network+, and Security+, a significant value of several hundred dollars.

Register and pay at **careerstep.com/lp/partner/ap/parkland/**ONLINE, self-paced; begin upon registration \$4,299

### **STUDENT SPOTLIGHT**

### **Amanda Wittig**



When I was 18 and started working toward my bachelor's degree, I knew what I was interested in but not necessarily how I wanted to apply it to my future career. I graduated with that degree still not knowing exactly what I wanted to be "when I grew up." When I found a job that fulfilled me, I wanted to learn more about the field to grow and advance. My employer offered a class through Parkland to get me started on that path. Throughout my adult life, and all the changes that came with that, Parkland has had so many options—from things to advance me in my career to hobbies I can explore with people I care about—offered in various formats that I can work into my life. They offer relatable and engaging instruction by people with handson experience in their areas of expertise. The person I am today knows I want to be a forever learner, finding things that make my heart sing and my mind tick. Parkland makes it possible.

# development

# **business & management**

### **new** Everyone Communicates, Few Connect

In today's fast-paced world, the ability to connect with others is a vital skill for success. If you want to enhance your relationships, reduce conflicts, and achieve greater productivity, this course is for you. Based on the renowned book by John Maxwell, Everyone Communicates, Few Connect, this course delves into the five principles and five practices that form the backbone of effective communication and connection. Through interactive discussions, guided exercises, and real-life examples, participants will gain practical insights and strategies to develop crucial skills in connecting with others.

Book additional; purchase Everyone Communicates, Few Connect by John C. Maxwell before the class start. Class meets biweekly.

1/9-2/20 Tue 9-11:30 AM Class ID: 15827

Deadline: 1/2 Location: CE \$249

### **new** Interviewing Basics for Managers

The process of interviewing candidates can be a daunting task for managers. It requires a deep understanding of legal considerations, effective communication skills, and the ability to assess candidate qualifications accurately. This course equips aspiring and novice managers with the fundamental knowledge and practical strategies for conducting successful interviews.

2/6 Tue 12–1:30 PM Class ID: 15826

Deadline: 1/30 Location: CE \$9

### Spanish for the Workplace

Spanish for the Workplace is an innovative, self-paced, online occupational Spanish conversation course that seeks to bridge the communication gap between English- and Spanish-speaking supervisors and coworkers. The course incorporates visual imagery (photos associated with words and phrases for better retention), native speakers to hear proper pronunciation, language tips, intuitive reading exercises, interactive assessments to measure your progress and comprehension, and cultural lessons.

ONLINE, self-paced; begin upon registration Class ID: 15553 \$165

# Trauma & Growth: Accessing the Survival Trait of Hope

Trauma can show up in everyday life as negative thinking about ourselves and the world. Trauma can also prompt us to stop striving for the future, stop taking risks, and stop engaging in vulnerability, which affects our connection with ourselves and others. But what qualifies as trauma? It is anything that causes us emotional or physical pain and leaves us different than we were before the events. This leaves us with life-coping mechanisms that are no longer effective, making us feel overwhelmed and with a more negative view of self and the world. By this definition, we all have some trauma. In this eight-week series, the instructor's goal is to teach strategies and tools to assist you in tapping into your self-agency by becoming aware of the following:

- Your past traumas and how you have been affected
- Your autonomic nervous system's state and self-regulation
- How to access hope for the future

The instructor will also discuss concepts such as negativity bias, fear circuitry, and shame. All tools and strategies taught are evidence-based practices.

In Illinois, this course qualifies for continuing education for the following professions: LSW, LCSW, PEL, LPC, LCPC, LMFT, RN, LPN, APN, LCP. NOTE: This is a class, not therapy. We encourage discussion but cannot provide one-on-one attention. Because of the class content, it may be uncomfortable, emotional, or triggering.

Required textbooks, not included: Trauma: The Invisible Epidemic by Paul Conti, MD (~\$16); One Small Step Can Change Your Life: The Kaizen Way by Robert Maurer, PhD (~\$8).

Register by February 9 to receive \$100 discount.

3/6-4/24 Wed 5:30-7:30 PM Class ID: 15413

Deadline: 2/28 Location: CE \$499

### **Bookkeeping Certificate**

How do you manage the finances of a business? Whether you are an entrepreneur, running a family business, or just looking to advance your career and add to your skill set, this bookkeeping certificate will provide you with the knowledge needed to measure—and manage—the financial health of your business. This program focuses on cash-basis accounting. No one will care more about the financial health of your business than you! It's imperative that you understand how the process works and can complete the accounting cycle accurately and efficiently. Even if you plan to outsource your bookkeeping needs, you should understand how the process works.

Three one-month courses.

2/5-4/26 ONLINE Class ID: 15939

Deadline: 1/29 \$495

### **QuickBooks Online Certificate**

Save time, track money, and get important insights with QuickBooks Online, the leading online accounting platform. It is the preferred choice for small business managers, owners, bookkeepers, and accounting professionals. You will learn how to enter sales and purchases, receive and make payments, and add inventory. Become capable with skills such as how to customize settings, banking, credit cards, foreign currencies, statements for debt collection, using tags, and projects. And come away with your certificate in QuickBooks Online.

Two one-month courses.

### QuickBooks Online Level 1

2/5-3/1 ONLINE Class ID: 15970

Deadline: 1/29 \$195

QuickBooks Online Level 2

3/4-3/29 ONLINE Class ID: 15971

Deadline: 2/26 \$195

### **new** Spanish for the Workplace

Spanish for the Workplace is an innovative, self-paced, online occupational Spanish conversation course that seeks to bridge the communication gap between English- and Spanish-speaking supervisors and coworkers. The course incorporates visual imagery (photos associated with words and phrases for better retention), native speakers to hear proper pronunciation, language tips, intuitive reading exercises, interactive assessments to measure your progress and comprehension, and cultural lessons.

ONLINE, self-paced; begin upon registration. Class ID: 15553 \$165



### **Customized Training & Solutions**

Are you looking for specific training for your organization? If you don't see what you need here, our experts can develop a program tailored to your needs.

### Our top 10 customized programs:

- Leadership and Supervisory Skills
- Computer Skills
- Workplace Safety
- Active Threat
- Mental Health First Aid
- English as a Second Language
- HVAC/Electrical/Appliance Repair
- Dental Hygiene
- Project Management
- Welding

Contact Dave Webb today to customize a solution for you: email communityeducation@parkland.edu or call 217/351-2235.

### **Project Management Bundle (For Nonprofessional Project Managers) \$255**

Not a project manager by title, but find yourself managing projects? No problem! Learn about the foundations of project management—not as a profession but as a set of techniques you can tailor to your projects. You'll start with a basic overview class and then dive deeper every two weeks into a new workshop with tips and information to take your project management skills to the next level. While this series provides valuable information, it does not count toward PMP certification, nor is it considered in the PMP application process. **Register for all five and SAVE!** 

### **Project Management: An Overview**

Learn about the foundations of project management not as a profession but as a set of techniques you can tailor to your projects. You'll go over the broad strokes of the project management lifecycle: initiation, planning, execution, monitoring and controlling, and closing. The goal will be to provide an overview of project management that will improve your project predictability, communications, and outcomes. You will focus on waterfall methodologies; elements of agile methodology will also be covered. Training will touch on these aspects:

- Project processes
- Creating project goals and deliverables (and metrics for success)
- Identifying and establishing the full scope of the project work
- Identifying project participants, roles, and responsibilities
- How work will be accomplished, who will perform the work, and when
- How work is managed and controlled, and what happens if adjustments or changes to the project need to be made
- How to know when a project is complete and how to know if it was successful

1/9 Tue 8 AM-12 PM Class ID: 15447

Deadline: 1/2 Location: CE \$100

### **Stakeholders and Requirements**

Who's responsible for this? Ensure your project's success by having the right people involved from the start. Learn how to identify key stakeholders so requirements are known and everyone can fully understand expectations and their responsibilities to the project.

Class will build off and reference information presented in Project Management: An Overview.

1/23 Tue 12–1:30 PM Class ID: 15448

Deadline: 1/16 Location: CE \$50

### **Work Breakdown Structure**

You've determined all the major deliverables and milestones. Where do you go from there? Discover how to deconstruct and organize project deliverables into manageable groups and understand how to see a project and all its details, also known as a work breakdown structure. This is a way to turn a mountain of work into more manageable tasks that can be assigned to resources. The results are a complete list of defined work that encompasses the full scope of your project.

Class will build off and reference information presented in Project Management: An Overview.

2/6 Tue 12–1:30 PM Class ID: 15449

Deadline: 1/30 Location: CE \$50

### Risks and Issues

What could go wrong? In a project, a lot! There are always risks, and eventually issues, within every project—some small and some catastrophic. Gain an understanding of how to anticipate, evaluate, and manage risks, issues, and assumptions throughout a project. Class will build off and reference information presented in Project Management: An Overview.

2/20 Tue 12-1:30 PM Class ID: 15450

Deadline: 2/13 Location: CE \$50

### **Project Management: Lessons Learned**

The project work is done. Now what? The whole point of a project is to complete it, but that's not the end. Before formally closing a project, you need to step back to review progress and processes along the way to be sure they are still meeting the needs of the stakeholders, the project, and the organization. Feel confident asking what went well and what could have gone better. Learn how to foster an environment within your team where stakeholders feel confident sharing observations, suggestions, and potential changes for improvement. Find out how including this process can lead to better project experiences and more successful outcomes in the future.

Class will build off and reference information presented in Project Management: An Overview.

3/5 Tue 12–1:30 PM Class ID: 15451

Deadline: 2/27 Location: CE \$50

### **Leading EDGE Certificate Series**

You can be a leader regardless of your title or role. Join your colleagues and other community professionals for tips and strategies designed to improve and develop the skills of extraordinary leaders. This leadership series consists of 12 courses offered January to December that build extraordinary leadership skils. To qualify for the certificate, you must complete a minimum of 44 hours consisting of 5 required courses AND at least 6 of 7 electives. \*Denotes required course.

### **Communicating for Superior Teamwork: Managing Your Communication Style\***

Organizations must find ways to work smarter and faster, relying more on the team's knowledge, skills, teamwork, and communication. What is the secret to helping teams perform at their best? The leader. Their knowledge, skills, and abilities can transform an acceptable team into an exceptional one. Using the DiSC Classic 2.0 profile, gain a better understanding of communication styles while expanding opportunities for team building. Online assessment must be completed one week prior to class.

| 1/17           | Wed 8 AM-12 PM | Class ID: 15452 |
|----------------|----------------|-----------------|
| Deadline: 1/3  | Location: CE   | \$275           |
| 1/25           | Thu 1-5 PM     | Class ID: 15453 |
| Deadline: 1/11 | Location: CE   | \$275           |

### Principles of Authentic Leadership\*

Authentic leadership is a powerful force that will help shape an organization's sustained success. Learn to demonstrate the five core leadership qualities to be your best and empower your team. You will also discover the principles for communicating effectively, providing open and honest feedback, and inspiring passion and confidence within your teams.

| 2/14          | Wed 8 AM-12 PM | Class ID: 15454 |
|---------------|----------------|-----------------|
| Deadline: 2/7 | Location: CE   | \$275           |
| 2/29          | Thu 1-5 PM     | Class ID: 15455 |

Deadline: 2/22 Location: CE \$275

### **Communication Excellence: Managing** Performance with DiSC\*

Using the Everything DiSC Workplace profile, explore the difference between your primary communication style and your leadership style. You will take a closer look into the dynamics of teams and gain actionable insights into the leader's responsibilities for adjusting your communication delivery to meet team-member needs and preferences. Online assessment must be completed one week prior to class.

| 3/13           | Wed 8 AM-12 PM | Class ID: 15456 |
|----------------|----------------|-----------------|
| Deadline: 2/28 | Location: CE   | \$275           |
| 3/21           | Thu 1-5 PM     | Class ID: 15457 |
| Deadline: 3/7  | Location: CE   | \$275           |

### **Time Mastery Skills**

The advantages of efficient time management go beyond doing more tasks during the workday. Understand how to best resolve the daily dilemma of too much to do and not enough time to do it. Learn to address this challenge by setting properly aligned goals, establishing priorities, planning and scheduling your time, and properly handling interruptions and procrastination.

| 4/10           | Wed 8 AM-12 PM | Class ID: 15458 |
|----------------|----------------|-----------------|
| Deadline: 4/3  | Location: CE   | \$275           |
| 4/18           | Thu 1-5 PM     | Class ID: 15459 |
| Deadline: 4/11 | Location: CE   | \$275           |
|                |                |                 |

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**Parkland Community Education** 

# transportation & logistics

### **Advanced Forklift**

Learn the information to become a skilled, in-demand powered industrial truck (forklift) operator. In four days, gain valuable knowledge and critical hands-on experience that reflect real-life workplace scenarios in various environments. Equipment used in training includes a standard forklift, order picker (stand-up), and electric walkie pallet jack. Local employers make site visits throughout the program. Opportunities to create connections and learn about local employment are guaranteed. Prerequisites: Be able to read, write, speak, and comprehend English. Dress appropriately for the weather because the hands-on portions will be outside. Wear closed-toed shoes and bring a lunch daily (lunch break will be provided).

3/18-3/21 Mon-Thu 8 AM-4:30 PM Class ID: 15415 Deadline: 3/11 Location: CE \$995

### **new** Forklift Train the Trainer

As of December 1, 1999, all authorized powered industrial truck operators are required to complete powered industrial truck safety training. Parkland College partners with Grey and Associates safety instructors, who are experienced powered industrial truck operators and instructors. Our adult training classroom instruction, drivers' observations, and testing process will enable your operators to become better trainers. You will participate in the following activities:

- Developing a company training program
- Understanding OSHA regulations
- Understanding ANSI standards
- Demonstrating equipment features and operations
- Center of gravity
- Stability factors
- Load center
- Fulcrum point
- ID plate
- Load capacity
- Accident statistics

By the end of training, you will demonstrate these abilities:

- Present materials
- Initiate driver tests and evaluations
- Identify hazards and safely handle materials in your facility
- Use testing applications and navigate requirements
- Manage operator observation skills

Wed 8 AM-4:30 PM Class ID: 15411

U • HP Health Professions, 1309 N Mattis Ave, C • PC Parkland College MAIN CAMPUS 2400 W Bradley Ave, C

Location: CEA Deadline: 3/6 \$299

### **new** RCRA Hazardous Waste Management

The Resource Conservation and Recovery Act (RCRA) requires initial training and then annual training in accordance with 40 CFR 262.34(a) (4) incorporating 40 CFR 265.16. Hazardous waste workers are required to become familiar with proper hazardous waste management and emergency procedures. Additional regulations require training for universal waste handling procedures. This RCRA regulatory course provides a pragmatic approach to hazardous waste, universal waste, and used-oil management. The training covers these aspects:

- Hazardous waste regulatory program
- Definition of solid waste
- Hazardous waste determinations
- Generator classification
- Hazardous waste management standards for containers and tanks
- Satellite accumulation standards
- Preparedness and prevention
- Contingency planning
- Personnel training
- Recordkeeping
- Land disposal restrictions
- Manifesting

Deadline: 3/5

- E-manifesting updates
- Generator improvements and pharma rules

Thu 8 AM-5 PM & Fri 8 AM-12 PM 2/15-2/16 Class ID: 15825 Deadline: 2/8 Location: CE \$499

### Property of the property of

The flagger's role is to protect project personnel and provide safe, courteous, and authoritative directions to traffic seeking passage through the work area. This course will teach standard flagger control references, proper flagging signal procedures, and standard flagger practices for various situations.

Upon successful completion, you will receive an NSC Flagger Certification card.

\$149

3/12 Tue 8 AM-12 PM Class ID: 15412 Location: CE

# **Entry-Level Driver Training (ELDT) for Hazardous Materials**

Hazardous materials transport is a specialized driver credential that can result in more opportunities and higher driver pay. This course was created in collaboration with an approved training provider listed on Federal Motor Carrier Safety Administration (FMCSA)'s Training Provider Registry (TPR). The CDL hazmat test course is for commercial motor vehicle drivers seeking a hazardous materials (H) endorsement to their commercial driver's license (CDL). The hazmat endorsement is required for becoming a hazmat driver so that you can haul certain types of specialized freight. If you seek an endorsement such as this, you must complete this curriculum to take the state-administered knowledge test for the H endorsement. You must complete the hazmat theory course to take the state Hazmat Endorsement Knowledge Exam, which is usually administered at the state motor vehicle office. Upon completion of this hazmat endorsement training course, your completion record will be uploaded to the US Department of Transportation's (DOT) TPR, and you can take your state's hazmat knowledge test. Those who pass the knowledge test can be issued an H endorsement. In addition to ELDT for Hazardous Materials training, the Illinois Secretary of State's office adheres to the federally mandated fingerprinting and background records check requirement for obtaining a hazardous materials endorsement established by the Transportation Security Administration (TSA).

Please visit **ilsos.gov** for more information about fingerprinting and background checks. There are no refunds for this course. This course is excluded from standard refund policies.

Register at careertraining.ed2go.com/parkland.

ONLINE, self-paced; begin upon registration. \$195



### wioa Truck Driving

Train to earn your commercial driver's license and prepare for a career in the trucking industry. More than 300,000 truck driving jobs are now available in the United States. Entry-level truck drivers have the potential to earn \$48,000 to \$72,000 annually. This course is for those with little or no commercial driving experience. Learn and understand everything you need to earn a CDL. Earn your CDL learner's permit after the first week of class as you learn DOT rules, regulations, and logbook requirements. The remaining weeks are focused on behind-the-wheel driver training. The total program is 160 hours. Our team works with trucking industry partners to assist you with job placement.

Classes start every month. Course fees include your physical, drug screening, permit, and Secretary of State test.

Funding opportunities from Support for Workforce Training (SWFT), 217/353-2150, **parkland.edu/SWFT**, or Workforce Innovation and Opportunity Act (WIOA), 217/531-8282.

Call 877/350-0884 for an appointment.

\$5,495

# continuing education

### **UAS Certification Exam Prep**

Get licensed to fly drones commercially! Take your business to new heights and discover new opportunities through commercial drone use. Drones' safety, efficiency, and cost benefits make them increasingly attractive for a range of business and government functions: marketing, agriculture, real estate, media, special events, and inspections. The Federal Aviation Administration requires drone operators to pass a UAS (unmanned aerial system) aeronautical knowledge test in order to fly drones commercially. Discover what UAS operators need to know about regulations, airspace, weather, and more.

For an additional \$175, you may also register to take the FAA certification written exam. Instructions on registering for the FAA exam will be emailed approximately two weeks before the class start. At that time, exam registration will open on a first-come, first-served basis.

Register by January 5 to receive a \$30 discount.

1/25-1/26 Thu 8 AM-5 PM & Fri 8-11 AM Class ID: 15417

Deadline: 1/18 Location: CE \$429

Register by February 23 to receive a \$30 discount.

3/7-3/8 Thu 8 AM-5 PM & Fri 8-11 AM Class ID: 15418

Deadline: 2/29 Location: CE \$429

### **Construction Skills to Build a Better World**

The Highway Construction Careers Training Program (HCCTP) is a job training program that explores a variety of skilled construction trades. Access high-paying construction jobs with health care and retirement benefits. Imagine yourself behind the powerful machinery that builds infrastructure. Imagine wiring resilient electrical grids. Imagine building a better future. The HCCTP is dedicated to building a diverse workforce. Women and people of color are highly encouraged to apply. Training consists of intensive 12- to 16-week programs that empower you with skills you need to enter the construction industry's Earn While You Learn apprenticeships.

This pre-apprenticeship program covers these areas:

- Math for the trades
- Job readiness
- Tool safety and use
- Introduction to welding
- Backhoe and skid steer driving

• First aid and CPR certifications

- OSHA 30 certification
- Telehandler forklift and mobile elevated work platform operations

There is no cost to the student. The program is funded by the Illinois Department of Transportation.

Program requirements:

- ▶ Valid Illinois driver's license
- ▶ 18 years or older
- ► High school diploma or GED

- Pass a reading and math assessment
- ▶ Pass a drug test prior to acceptance and throughout the program

Step one is to register and attend ONE of the FREE upcoming orientations. Register at parkland.edu/HCCTP.

Deadline: 12/28/2023 Location: CE Thu 10-11 AM Class ID: 15491 1/4

> Deadline: 12/28/2023 Location: CE Thu 12:30-1:30 PM Class ID: 15492

More orientation dates available at parkland.edu/hcctp.











# workplace safety

### **Food Protection Manager Certification**

Previously referred to as the Food Service Sanitation Manager Certification, this program meets the eight-hour course and exam requirements by the Illinois Department of Public Health for the Certified Food Protection Manager Certification. Prepare to take the ServSafe Food Protection Manager Certification exam and cover the following topics:

- Preventing cross-contamination
- Cleaning and sanitizing
- Safe food preparation
- Receiving and storing food
- Methods of thawing, cooking, cooling, and reheating food
- HACCP (hazard analysis and critical control points)
- Food safety regulations

The course and exam are through ServSafe, administered by the National Restaurant Association. Exams can be taken in English, Spanish, Chinese, Korean, Japanese, and Canadian French. The course is taught in English.

1/22 Mon 8 AM-5 PM Class ID: 15421

Deadline: 1/15 Location: CE \$229

3/13 Wed 8 AM-5 PM Class ID: 15422

Deadline: 3/6 Location: CE \$229

# career training

# wedding Planning 101: Design, Plan, and Say "I Do" With Confidence!

Are you ready to plan the wedding of your dreams but don't know where to start? Look no further than our comprehensive wedding planning course! This course will equip you with all the necessary skills and knowledge to plan a remarkably successful wedding from beginning to end. You'll learn how to choose the ideal venue, select the best vendors, create a stunning theme, stay on budget, manage your timeline, and more. Experienced event planner and instructor Kelsie Woelfle will guide you through every step of the process, providing valuable insights and practical tips to make your wedding day unforgettable. Whether you're planning your own wedding or looking to pursue a career in event planning, this course is an essential tool for anyone seeking to create an extraordinary event.

1/18-2/1 Thu 5:30-7 PM Class ID: 15273

Deadline: 1/11 Location: CE \$95

### **Fundamentals of Paralegal**

Learn foundational knowledge of all aspects of the paralegal profession to prepare for a career as a paralegal. Topics of study include career opportunities, the paralegal workplace, technology, the court system, criminal and civil law, interviewing and investigating skills, and legal writing and research. The course also includes exercises and assignments that build critical thinking and hands-on skills.

ONLINE, self-paced; begin upon registration. Class ID: 15694 \$1,199



### **INSTRUCTOR SPOTLIGHT** Kelsie Woelfle

Kelsie Woelfle is passionate about helping people, a connector who loves to bring people together. She is always in the middle of planning fun and memorable events for the people around her. Kelsie has leveraged her experience working with planners into creating a coordination style that is unique, specializing in personalizing diverse events for each client and handling stressful event situations with grace. Her signature is creative and tasteful designs with exquisite attention to detail and structure plus logistical event flow. She is a big dog lover. She and her husband have adopted from the Humane Society two senior dogs, Teddy and Violet, whom they spoil rotten. She is also a new mom.



# **Substitute Teacher Training Series** \$249

Interested in solving the teacher shortage problem but not sure where to start? Are you a current substitute teacher who wants to improve your skills? Have you thought about teaching but would need some training? Get answers to all of these questions and more! **Register for all three and SAVE!** 

### Classroom Management Techniques for Substitute Teachers

Learn experience-based classroom techniques and strategies to create a positive learning environment.

2/17 Sat 9 AM-12 PM Class ID: 15404

Deadline: 2/10 Location: CE \$95

# **Curriculum Resources for Substitute Teachers**

Learn how to use evidence-based curriculum resources to write and implement one-day or multiple-day lesson plans and activities.

2/24 Sat 9 AM-12 PM Class ID: 15405

Deadline: 2/17 Location: CE \$95

# **Basic School Safety Protocols for Substitute Teachers**

Learn basic school safety rules and procedures.

3/2 Sat 9 AM-12 PM Class ID: 15406

Deadline: 2/24 Location: CE \$95

# PARKLAND COLLEGE FOUNDATION



Gifts to the Parkland College Foundation open doors and change the lives of Parkland College students. A gift of \$178 gets a student one hour closer to achieving their dreams.

To make an impact today, visit parkland.edu/give



### Fiber Optics Technician \$3,085

In partnership with BDI DataLynk, we offer three individual courses that teach the necessary skills to build, test, troubleshoot, install, and repair fiber optic networks and prepare you to take the CFOT (Certified Fiber Optics Technician) exam, the CFOS/T (Certified Fiber Optics Testing & Maintenance Specialist) exam, and the CFOS/S (Certified Fiber Optics Splicing Specialist) exam. All training course exams are given and graded on the final day of class. You will receive a certificate of completion upon successful completion of the program. The format of the course involves chapter tests, class discussions, and hands-on activities and exercises

### **Certified Fiber Optics Technician (CFOT)**

Recognized by the US Department of Labor and sanctioned by the Fiber Optic Association (FOA), this introductory course is for anyone interested in learning basic fiber optic networking and becoming certified. Through a combination of theory and hands-on activities, you'll be prepared to take the CFOT exam, given and graded on the final day of class. You will be introduced to industry standards governing fiber to the desk (FTTD), fiber to the home (FTTH), LAN/WAN fiber networks, and basic fusion and mechanical splicing. You will learn how to identify fiber types, recognize various connectors used in fiber installation, and install, terminate, splice, and properly test installed fiber cables. Explore the history and future of fiber optics, fiber optic capabilities, and installation cost. Standards covered are NECA/FOA-301–2004, EIA/TIA 568–B.3, ANSI/TIA/EIA 607–A, and NEC Article 770–50.

3/4–3/6 Mon & Tue 8 AM–5 PM, Wed 8 AM–12 PM Class ID: 15434 Deadline: 2/26 Location: CE \$1,095

### **Certified Fiber Optics Testing & Maintenance Specialist (CFOS/T)**

Discover a general, easy-to-understand approach to fiber optics testing standards with little theory and many hands-on activities. Decipher the variety of testing standards, equipment, and technological techniques used in fiber network testing and splicing and how to choose among them. Explore the overall spectrum of testing and maintenance of single-mode and multimode fiber optics networks in this hands-on class that provides a detailed overview and demonstration of various types of equipment used in testing and maintenance. Topics include a detailed study of ANSI/TIA/EIA-526–14(7)A, OTDR fundamentals and uses, OTDR versus insertion loss testing, return loss testing, and attenuation testing using the power source and light meter. Prerequisite: Within the preceding 12 months, you MUST have passed the basic fiber optics training or CFOT exam or renewed your FOA membership before attending CFOS/T and CFOS/S courses. There are no exceptions.

3/6-3/7 Wed 1-5 PM & Thu 8 AM-5 PM Class ID: 15435 Deadline: 2/28 Location: CE \$995

### **Certified Fiber Optics Specialist in Splicing (CFOS/S)**

This eight-hour advanced specialist fiber optic training includes an in-depth presentation explaining the importance of high-performance splicing and details the points necessary for achieving these splices. An overview of OTDR functions and trace understanding is also provided. You will receive training in both fusion and mechanical splicing of either single-mode or multimode fiber optic cables in hands-on activities. Inside or outside plant fiber optic cable types may be used along with fiber optic enclosures and splice trays. You will be responsible for making and testing mechanical and fusion splices. In addition, you will be required to efficiently install spliced fibers into splice trays and enclosures. You will also be required to achieve a splice loss of less than 0.15 dB for all splices and demonstrate proficiency in interpreting splice loss using OTDR splice traces.

Prerequisite: Within the preceding 12 months, you MUST have passed the basic fiber optics training or CFOT exam or renewed your FOA membership before attending CFOS/T and CFOS/S courses. There are no exceptions.

3/8 Fri 8 AM-5 PM Class ID: 15436 Deadline: 3/1 Location: CE \$995

## real estate

**Illinois licensing requirements:** To qualify for an Illinois real estate broker's license, individuals must meet all of the following requirements:

- At least 18 years old
- High school diploma or equivalent (GED)
- Successfully completed the required curriculum of 75 class hours of pre-license education at a real estate school approved by the Department of Financial and Professional Regulation in the following manner:
  - Real Estate Broker Topics (60 hours)
  - Broker Pre-License Applied Real Estate Principles-Interactive (15 hours)

Section 5-27(a)(5) of the Real Estate License Act of 2000 requires an applicant for licensure as a broker to provide satisfactory evidence of having completed 75 hours of instruction in real estate courses approved by the department, 15 hours of which must consist of situational and case studies presented in the classroom or by live, interactive webinar or online distance education. Questions regarding license application or information concerning licensure requirements should be directed to the Illinois Department of Financial and Professional Regulation at 800/560-6420 or idfpr.com.

A payment plan is available; contact us before enrolling to set up your payment plan: 217/351-2235 or communityeducation@parkland.edu. If you believe you have a disability for which you may need an accommodation (use of assistive technology or other classroom assistance), please contact the Office of Accessibility Services, Parkland College room U260, 217/353-2338 or accessibilityservices@parkland.edu.

**Attention veterans:** You've served your country. Now let us help you start your career in real estate. Veterans are eligible to use their GI Bill benefits for real estate pre-license education courses offered by the IAR Licensing and Training Center. Visit **illinoisrealtors.org/GIBill**. Sponsored by Illinois Realtors.

### **Broker's Pre-License Topics 513001835**

This course reflects the most recent legislative changes and new practices in Illinois. Learn the principles of real property law, interests, and forms of ownership. Discover how contract agreements are entered into, executed, and closed for a handsome payday. From taxes to property management to financing and appraisal, this course covers it all. Applying the principles from the industry's most recognized publication, Modern Real Estate Practice, you will be prepared for the licensing exam and create a solid foundation for a career in real estate. Gain everything you need to become regulatory compliant in Illinois. Book provided at first class.

Register by January 10 to receive a \$50 discount.

1/22-4/3 Mon & Wed 6-9 PM Class ID: 15485

Deadline: 1/15 Location: CE \$849

### **Broker's Pre-License Principles 513001606**

Fulfill 15 of the 75 hours of pre-license education with this state-approved course. Apply what you learned in the 60-hour Broker Pre-License Topics, practice dealing with buyers and sellers in a safe environment using the laws and rules reviewed in Broker Pre-License Topics, and gain insight into the proper application of the laws and rules. Prerequisite: Broker's Pre-License Topics. *Book provided at the first* 

Register by April 1 to receive a \$50 discount.

4/15-4/29 Mon & Wed 6-9 PM Class ID: 15486

Deadline: 4/8 Location: CE \$299

### new Pharmacy Technician

Kickstart your career as a pharmacy technician! Gain the comprehensive knowledge, practical experience, and support you need to excel in this in-demand field. This program offers immersive virtual activities and a hands-on clinical externship, ensuring you're well-versed in essential terminology, calculation techniques, and pharmaceutical ethics. Student support services are available every step of the way to ensure your success.

Tuition includes 12 months of access to our online course curriculum, a voucher for the Pharmacy Technician Certification Board (PTCB) exam, and a mandatory 130-hour clinical externship.

Effective January 1, 2024, all incoming pharmacy technicians are required to graduate from an ACPE/ASHP-accredited pharmacy technician training program in Illinois. This program is accredited by the American Society of Health-System Pharmacists® (ASHP) and the Accreditation Council for Pharmacy Education (ACPE).

Register and pay at <u>careerstep.com/lp/partner/ap/parkland/</u>
ONLINE, self-paced; begin upon registration \$3,899

# health

### **Medical Coding and Billing Professional**

Become a sought-after medical billing and coding professional with our comprehensive program. Prepare for success with the American Academy for Professional Coder (AAPC) Certified Professional Coder exam. Our program has been carefully crafted based on feedback from healthcare systems nationwide, ensuring that you gain the relevant skills and knowledge needed in today's industry. We cover everything you need to know, including medical terminology, anatomy, and physiology, to ensure that you can accurately assign billing codes to patient procedures and diagnoses. With hands-on experience and exposure to medical code sets, you'll be well-prepared to excel in your career. Your tuition includes 12 months of access to the online course curriculum, membership to the AAPC, and the AAPC Practicode course. Additionally, we provide extensive student support services to guide you every step of the way.

Tuition assistance and payment plans may be available through our program partner, CareerStep.

Register and pay at **careerstep.com/lp/partner/ap/parkland/**ONLINE, self-paced; begin upon registration \$3,699

### **Mental Health First Aid for Adults**

One in five American adults experiences a mental health disorder in a year, and almost half of all American adults will experience a mental illness during their lifetime. Mental Health First Aid for Adults teaches how to recognize signs of mental health or substance use challenges in adults ages 18 and older, offer and provide initial help, and guide a person toward appropriate care if necessary. Topics covered include anxiety, depression, psychosis, and addictions. You will learn how to address common mental health concerns encountered by adults; reduce stigmas about mental health; learn strategies to help family members, friends, and peers recognize the signs and symptoms of mental health and substance use challenges; and use self-help strategies for staying mentally well. This is a blended learning course. You must complete a two-hour self-paced online course before participating in the five-hour instructor-led training in person. Instructions for accessing the online course will be emailed.

3/8 Fri 9 AM-3 PM Class ID: 15493

Deadline: 2/22 Location: PC-U140 \$199

# **Basic Life Support (BLS) CPR Training: Instructor-Led**

During this instructor-led hands-on class, you will learn to promptly recognize several life-threatening emergencies, give high-quality chest compressions, deliver appropriate ventilations, and provide early use of an AED. Upon completion, you will be issued an American Heart Association BLS Healthcare Provider Course Completion Card. The BLS course is for healthcare professionals and other personnel who need to know how to perform CPR and other basic cardiovascular life support skills in a variety of in-facility and prehospital settings.

Your CPR card is valid for two years. It typically takes two to three weeks to process your card. If you need proof sooner, your instructor can issue you a temporary card upon successful completion of the course.

Book is included. Classes held at Community Education, \$89 each

| 12/19 | Tue 8 AM-12 PM | Class ID: 15263 Deadline: 12/12 |
|-------|----------------|---------------------------------|
| 1/13  | Sat 8 AM-12 PM | Class ID: 15433 Deadline: 1/6   |
| 2/10  | Sat 8 AM-12 PM | Class ID: 15437 Deadline: 2/3   |
| 3/14  | Thu 8 AM-12 PM | Class ID: 15438 Deadline: 3/7   |

# Basic Life Support (BLS) CPR Training: Blended Learning

Learn to promptly recognize several life-threatening emergencies, give high-quality chest compressions, deliver appropriate ventilations, and provide early use of an AED. Upon completion, you will be issued an American Heart Association BLS Healthcare Provider Course Completion Card. During the blended learning course format, complete HeartCode BLS online coursework before attending a live instructor-led hands-on session that focuses on skills practice, team scenarios, and skills testing. The online portion can be completed in one to two hours, and the hands-on skills sessions can be completed in one hour.

You must complete HeartCode BLS at onlineaha.org, print your certificate of completion, and bring it with you to class. The fee is an additional \$34 (to be paid online). Your CPR card is valid for two years. It typically takes two to three weeks to process your card. If you need proof sooner, your instructor can issue you a temporary card upon successful completion of the course.

Classes held at Community Education, \$89 each.

| 1/10 | Wed 5:30-6:30 PM | Class ID: 15427 Deadline: 1/3 |
|------|------------------|-------------------------------|
|      | Wed 7-8 PM       | Class ID: 15428 Deadline: 1/3 |
| 2/15 | Thu 5:30-6:30 PM | Class ID: 15429 Deadline: 2/8 |
|      | Thu 7-8 PM       | Class ID: 15430 Deadline: 2/8 |
| 3/11 | Mon 5:30-6:30 PM | Class ID: 15431 Deadline: 3/4 |
|      | Mon 7-8 PM       | Class ID: 15432 Deadline: 3/4 |

# parkland presents

# theatre



### Rosencrantz and Guildenstern Are Dead

By Tom Stoppard
February 15, 16, 17, 23, 24 at 7:30 pm
February 18, 25 at 3:00 pm
Harold and Jean Miner Theatre

### **Silent Sky**

Actors' Studio Production

By Lauren Gunderson

March 7, 8, 9 at 7:30 pm

March 9, 10 at 3 pm

William M. Staerkel Planetarium

### **Little Shop of Horrors**

Written by Howard Ashman; Music by Alan Menken April 11, 12, 13, 19, 20, 26, 27 at 7:30 pm April 21, 28 at 3 pm Harold and Jean Miner Theatre

Purchase tickets at tickets.parkland.edu

### Become a Friend of Parkland Theatre

Your donations help us to continue to provide high-quality productions. For more information, visit

parkland.edu/theatre-howtogive

# William M. Staerkel Planetarium

The William M. Staerkel Planetarium is the second-largest planetarium in Illinois. The Digistar 6 planetarium projection system transforms the 50-foot dome ceiling into an immersive virtual environment.

The planetarium hosts numerous shows, programs, and special events. Call our show hotline at 217/351-2446 or visit parkland.edu/planetarium.

- Open weekdays for school and civic groups. Virtual shows and Spanish-language shows available. Reservations required.
- Public presentations on Fridays and Saturdays at 7 and 8 pm. Tickets are \$7–\$8 at the door.
- Join the Friends of the Staerkel Planetarium (FOSP) and see FREE shows for a year.
- Teachers, book your field trip with us! Find a complete list of school programs by grade level, plus activities for before or after your visit, including links to the NGSS. Call the office at 217/351-2568 to set up your field trip!
- Book a unique rental space for birthday parties, weddings, and other private events under the stars.
- Join the Galaxy Club: Kids get a stamp card and begin to earn free admission to a show.
- Rent-a-Scope: 10-inch Dobsonian telescopes. \$10 per night or \$15 per weekend.
- Get your astro news: northern lights, eclipses, and meteor showers, plus be the first to hear of upcoming programs at the planetarium. Subscribe to our email list.

### **Spring Show Schedule**

**Prairie Skies:** Fridays at 8 pm and Saturdays at 2 pm **Totality!** (special show for the solar eclipse on April 8): Fridays at 8 pm and Saturdays at 2 pm

**new** Beyond the Sun: Saturdays in January and February at 1 pm

### **Theatre Under the Stars**

The planetarium will not have their usual programming the weeks of March 1 and March 8. They are hosting Parkland Theatre for their Actors' Studio production of Silent Sky on March 7, 8, 9, and 10 at 7:30 pm and on March 9 and 10 at 3 pm. Tickets can be purchased for this special event by visiting **tickets.parkland.edu**.

### **Holiday Show Schedule**

Matinées play on Presidents Day, February 19. Shows will not be held on March 15 and March 16 during spring break.

### **Sensory-Friendly Matinées**

The Staerkel Planetarium offers programs with sensory-friendly settings on January 27, February 3, and March 23. Sensory-friendly shows have "lights up, sound down" settings and a relaxed atmosphere where patrons can come, go, and move around as needed. Sensory-friendly shows are great for young children and guests with autism spectrum disorder and sensory sensitivities.

### **James B. Kaler Science Lecture Series**

Mainstream science from the laboratory to you. On the first Friday of each month that school is in session, the planetarium welcomes a scientist from the community into the dome to share their expertise. Past topics include geothermal energy, entomology, and fish behavior. Visit **parkland.edu/planetarium** for schedule. All talks are at 7 pm and tickets are \$2 at the door.

February 2: Martin Burke, *Imagine a World Where Everyone Can Make Molecules* 

February 23: Jeff Bryant, *Birds: It's Not About What, But Where*April 5: Andrew Pritchard, *Chasing Tornadoes: It's Not What You Think* 

### Dark Side of the Moon in the Dome!

The sounds of Pink Floyd albums ring in the dome again, but these aren't our old light shows and they aren't laser shows. Enjoy these full-dome shows from Starlight Productions on the first Friday of each month at 9 pm and on March 23 at 6 pm. Please note that these shows aren't for those with motion sickness! Tickets are \$12 at the door.

### See the Real Sky

Join members of the C-U Astronomical Society at their rural observatory for a peek at the real sky. See the stars and planets through the many telescopes on site. All observing events are weather permitting.

March 16, April 13, and May 11 after sunset

Location: CUAS Observatory, County Road 700E, south of Monticello Road, southwest of Champaign. Visit **cuas.org** for directions.

# **Giertz Gallery**

### Bold! 2023 State of the Art: Ceramics Biennial

November 20-February 10

Curated by Julia Galloway & Jill Oberman

Participating artists include Shae Bishop, Brandi Lee Cooper, Raheleh Filsoofi, Del Harrow, Donté K. Hayes, Mike Helke, Sydnie Jimenez, Lauren Mabry, Alleghany Meadows, Brad Miller, Bobby Silverman, and Alex Zablocki.

# The Distance Between: A Group Exhibition

February 19-March 26

Reception: Thursday, February 29, 5:30-7:30 PM

Gallery Talk at 6:15 PM

Artist lecture to be announced.

A group exhibition focusing on isolation, loss, trauma, grief, absence, and preservation through the lens of contemporary landscape drawing, photography, and painting.

### **Giertz Gallery Spring Hours:**

Mon-Wed: 10 am-5 pm, Thu: 10 am-7 pm; Sat: noon to 2 pm

### Closed:

December 11–January 8; January 15, February 22, and March 9–17.

For more information, please visit our website at **parkland.edu/gallery** or call the gallery office at 217/351-2485.

Sign up for our email blasts, and follow us on Facebook, Instagram, and Twitter for up-to-date information about exhibitions, programming, and special events.

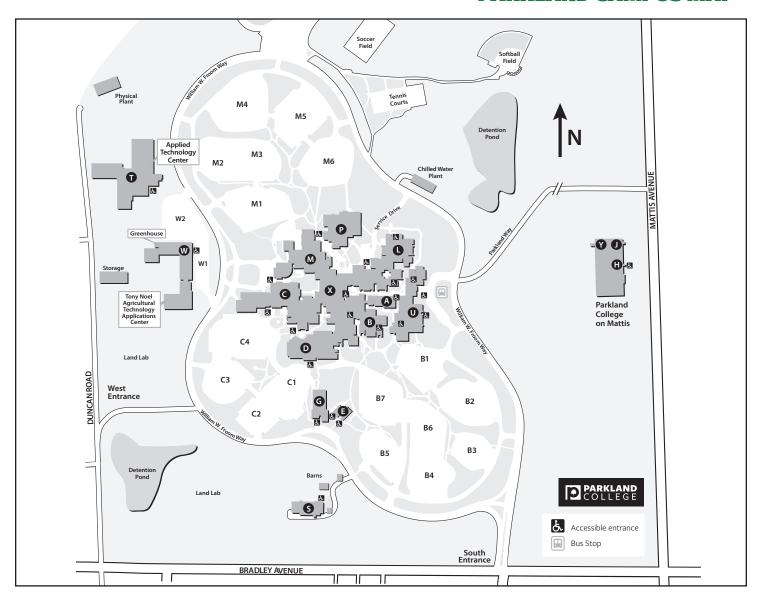


All events in the accessible gallery are free and open to the public. Parkland College is a section 504/ADA-compliant institution. For accommodations, call 217/353-2338 or email accessibilityservices@parkland.edu.

Giertz Gallery acknowledges support from the Illinois Arts Council Agency.



### **PARKLAND CAMPUS MAP**



- A Business Office, Public Safety, Human Resources
- B Business/Computer Science and Technologies Department
- C Fine and Applied Arts Department, Humanities Department
- D Adult Education/Literacy Center, Campus Technologies, Center for Excellence in Teaching and Learning, Computer Technology Center, Conference Center, Learning Support Division, Photography and Graphic Design, Social Sciences and Human Services Department, Support for Workforce Training (SWFT)
- G Child Development Center
- L Health Professions Division
- M Career and Technical Education Division
- P Donald C. Dodds, Jr. Athletic Center (Athletics, Fitness Center, Gymnasium)
- R Learning Commons/Library (above X)
- S South Building

Ε

T Parkhill Applied Technology Center (Agricultural/Engineering Science and Technologies Department)

- U Student Union (Accessibility Services, Administrative Offices, Admissions and Records, Assessment Center, Bookstore, Cafeteria, Cashier Office, Counseling Services, Dean of Enrollment Management, Dean of Students, Dean of Counseling Services, Early College Services, Financial Aid and Veteran Services, Foundation, Grants and Contracts, Institutional Accountability and Research, Student Life, TRiO/Student Support Services, Wellness Center)
- W Tony Noel Agricultural Technology Applications Center (Diesel Power Equipment Technology, Prairie Gardens Plant Lab/Greenhouse Complex)
- X Arts and Sciences Division, College Center, Educational Video Center, Giertz Gallery, Mathematics Department, Natural Sciences Department, PCTV, WPCD
- Parkland College on Mattis Community Education (J), Construction Education Alliance (Y), Health Professions (H), Workforce Development (I)

Institute of Aviation at Willard Airport, Savoy

Accessibility Location of mechanical doors: • Entrance X-2 southwest of B wing, between B and X • Southwest entrance to C wing • West entrance to D wing • North entrance to M wing • West entrance to P wing • Door to A wing lobby • East entrances to U wing

### **REGISTER NOW!**

### How to Register

### **5 Easy Ways to Register**

Many classes have limited seating. Register early!

1. Online



Use your computer, tablet, or phone to register online, 24 hours a day!

Go to parkland.edu/ceRegister

2. In Person



Community Education
1315 N. Mattis Ave., Champaign
Mon-Fri, 8 AM-5 PM, except major holidays **CLOSED Dec 22-Jan 1, Jan 15, Feb 22, and Mar 15** 

3. Mail



Parkland College Community Education 1315 N. Mattis Ave.

Champaign, IL 61821

- 1. Fill out the enclosed enrollment form and include payment (credit/debit card number or enclose check).
- 2. Make check payable to Parkland College.



Phone 217/351-2235

5. Fax 217/351-5928

### **Payment**

- Payment is due at the time of registration.
- Acceptable forms of payment are Visa, MasterCard, Discover, American Express, check, money order, and cash.
- Payment by your company must be authorized on your account.

### Refunds

- A credit or refund is available if Parkland College cancels a class
- To cancel your registration before a class starts, please call 217/351-2235.
- Refunds will be issued to students who cancel the class at least one business day prior to the class start date, unless otherwise noted.
- No refunds will be issued for classes canceled on or after the class start date.

### Location

Please note the location of your class. Classes are held at Parkland College, online, and offsite locations.

### **Accessibility Statement**

If you believe you have a disability for which you may need an accommodation (i.e. use of assistive technology or other classroom assistance), please contact Accessibility Services, Parkland College, room U260, 217/353-2338 or accessibility-services@parkland.edu.

### **Corporate Clients**

Let us customize classes at your location or ours at times that best fit your needs. Contact Dave Webb 217/351-2235 or at **communityeducation@parkland.edu**.

### 100% Satisfaction Guarantee

If you are not completely satisfied with your class or experience, we will gladly enroll you in a course of equal value. You may also request a full refund by contacting our office within 10 business days of course completion at 217/351-2235.



Use your computer, tablet, or phone to register online, 24 hours a day: parkland.edu/ceRegister

Parkland College ensures equal educational opportunities are offered to all students regardless of race, color, national origin, gender, gender expression, disability, sexual orientation, veteran/Vietnam veteran era, age, or religion, and is Section 504/ADA compliant. For additional information or accommodations, call 217/351-2551.

## **REGISTRATION FORM**

Please print clearly. Missing information will delay your registration.

| 1 ADULT PARTICIPANT OR PARENT/GUARDIAN INFORMATION |  |     |                     |        |            |                       |                            |
|--|--|-----|---------------------|--------|------------|-----------------------|----------------------------|
| Name   |  |     |                     |        |            |                       |                            |
| First  |  |     | Last                | Midd   | le initial |                       |                            |
| Mailing addr                                       | ess  |     |                     |        |            |                       |                            |
| Street/Apartme                                     | nt/Unit#   |     | City                | State  | !          |                       | ZIP code                   |
| Telephone  |  |     |                     |        |            |                       |                            |
| Home   |  |     | Work                | Mobi   | le         |                       |                            |
| Birthdate  |  |     | Email               |        |            |                       |                            |
| Employer   |  |     | Job title           |        |            |                       |                            |
| 2 PARTICI  | PANT INFORMATION   |     |                     |        |            |                       |                            |
| Class ID   | Class title  | Fee | First and last name |        | Sex<br>M/F | Birthdate<br>mm/dd/yy | Shirt size<br>(if applies) |
|  |  |     |                     |        |            |                       |                            |
|  |  |     |                     |        |            |                       |                            |
|  |  |     |                     |        |            |                       |                            |
|  |  |     |                     |        |            |                       |                            |
|  | Total payment  | \$  |                     |        |            |                       |                            |
| _  | 10 m. py   |     |                     |        |            |                       |                            |
| 3 PAYMEN   | NT INFORMATION   |     |                     |        |            |                       |                            |
| Payment typ  | e: Cash (do not mail cash) Chec<br>Credit card Visa Discover |     |                     |        |            |                       |                            |
| Credit card #                                      | <i>f</i>   |     | 3-4-digit CCID#     | Expira | ation da   | ate                   |                            |
| Cardholder s                                       | ignature   |     |                     |        |            |                       |                            |

### 4 CANCELLATIONS/REFUNDS

**To cancel your registration** before a class starts, please call 217/351-2235. No refund or credit will be issued for classes canceled on or after the class start date. Refunds will be issued to students who cancel the class at least one business day prior to the class start date, unless otherwise noted. **100% Satisfaction Guarantee:** If you are not completely satisfied with your class or experience, we will gladly enroll you in a course of equal value. You may also request a full refund by contacting our office within 10 business days of course completion.

SAVE TIME—REGISTER ONLINE! parkland.edu/ceRegister

| SPECIAL NEEDS/ALLERGY INFORMA   | ATION  |
|---|--|
| If any participant has special needs or allergies,  | olease indicate. (Attach list for multiple participants.)  |
| Name:   |  |
| Allergies:  |  |
| Special needs:  |  |
| Please understand we ask this information to pr   | ovide the best service possible. We will limit this information to necessary staff only.   |
| 6 EMERGENCY CONTACT INFORMAT  | ION (REQUIRED for youth programs and trips)  |
| Participant #1:   |  |
| Contact:  | Contact phone:   |
| Participant #2:   |  |
| Contact:  | Contact phone:   |
| 7 WAIVER AND RELEASE (REQUIRED  |  |
| IMPORTANT INFORMATION   |  |
| Parkland College continually strives to reduce s  | in high regard and is committed to conducting Community Education courses in a safe manner<br>uch risks and insists that all students follow safety rules and instructions that are designed to<br>ust recognize that there is an inherent risk of injury when choosing to participate.  |
| WARNING OF RISK   |  |
| stand that certain inherent risks always exist. D   | challenge and engage the student. Depending on the particular activity, students must under espite careful and proper preparation of instructors, there is still a risk when participating in nat it is impossible for Parkland College to guarantee absolute safety.  |
| WAIVER AND RELEASE OF ALL CLAIMS AN   | ND ASSUMPTION OF RISK  |
| cipating in any and all activities associated with<br>these courses, I expressly assume the risk and le<br>I grant Parkland College and PCTV permission | physical injury, damage or loss which I and/or my dependents may sustain as a result of parti Parkland College courses offered by Community Education. In registering and participating in egal liability, waiving and releasing all claims for risk connected with said courses. Furthermore to record and/or photograph myself or my dependents for future promotion. In addition, sses canceled due to severe weather conditions, power outages, or situations that may affec |
| I have read and understand the above import<br>of risk.   | rtant information, warning of risk, and waiver and release of all claims and assumption  |
| Participant's name (PLEASE PRINT)   |  |
| Signature of adult participant or parent/guardian (if p   | participant is under 18 years old)  Date   |

Participation may be denied if the signature of adult participant or parent/guardian and date are not on this waiver.

### 8 RETURN TO:

**ONLINE (credit cards only)** parkland.edu/ceRegister

PHONE (credit cards only)

217/351-2235

FAX (credit cards only)

217/351-5928

### **IN PERSON OR BY MAIL**

Parkland College Community Education 1315 N. Mattis Ave., Champaign, IL 61821

### **QUESTIONS?**

Contact us at 217/351-2235 or communityeducation@parkland.edu







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U.S. POSTAGE PAID
Champaign, Illinois
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