

# COMMUNITY EDUCATION

FALL 2024



MASTER NEW *Skills* AND DISCOVER NEW *Passions*

## PERSONAL & PROFESSIONAL DEVELOPMENT COURSES



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# 2024 Fall Course Schedule

Classes are at our main campus unless otherwise noted.

THURS, SEPT 5, 12, OCT 3, 10, 17, 24, NOV 7, 14, 21 & DEC 5, 5:15–6:45 pm	■ <b>German 101</b> CRN: 38570
THURS, SEPT 5, 5:30–8:30 pm	■ <b>BLS - Basic Life Support</b> CRN: 38547
SAT, SEPT 7, 11:00 am–4:00 pm	■ <b>The World of Curry</b> CRN: 38536
TUES, SEPT 10, 6:30–8:00 pm	■ <b>Computing Basics</b> CRN: 38576
WED, SEPT 11, 7:00–8:30 pm	■ <b>Intro to Fresh Floral Design</b> CRN: 38563
THURS, SEPT 12, 5:30–8:30 pm	■ <b>Heartsaver First Aid, CPR, AED</b> CRN: 38544
SAT, SEPT 14, 12:00–4:00 pm	■ <b>Home Canning</b> CRN: 38529
TUES, SEPT 17, 24, OCT 1, 8, 15, 22, 5:30–6:45 pm	■ <b>Tai Chi for Health</b> CRN: 38539
WED, SEPT 18 & SEPT 25, 6:30–8:00 pm	■ <b>Fused Glass Art</b> CRN: 38560
MON, SEPT 23, 4–5:30 pm	■ <b>Smartphone IQ – iPhone</b> CRN: 38572
MON, SEPT 23, 6–7:30 pm	■ <b>Smartphone IQ – Android</b> CRN: 38573
TUE & THU, SEPT 24 & 26, 5:00–7:00 pm	■ <b>Spanish Conversation &amp; Practice</b> CRN: 38568
TUES, SEPT 24, 5:30–8:30 pm	■ <b>Making Your Diet More Mediterranean</b> CRN: 38530
TUE & THU, SEPT 24, 26, & OCT 1, 3, 6:00–7:30 pm	■ <b>Basic Excel</b> CRN: 38575
TUES, SEPT 24, 6:30–8:00 pm	■ <b>Digital Safety &amp; Security</b> CRN: 38579
WED, SEPT 25, 7:00–8:30 pm	■ <b>Intro to Fresh Floral Design</b> CRN: 38564
SAT, SEPT 28, 11:00 am–4:00 pm	■ <b>South African Cuisine</b> CRN: 38537
TUES, OCT 1, 8, 15, 22, 6:00–8:30 pm	■ <b>Beginning Knitting</b> CRN: 38559
WED, OCT 2, 9, 16, 23, 6:00–7:30 pm	■ <b>Beginner Salsa &amp; Merengue</b> CRN: 38555
WED, OCT 2, OCT 9, & OCT 16, 6:30–8:00 pm	■ <b>Beginning Painting</b> CRN: 38561
WED, OCT 2, 7:00–8:30 pm	■ <b>DIY Dried Fall Floral Wreath - Beginner</b> CRN: 38565
THURS, OCT 3, 10, 17, 24, 5:15–8:15 pm	■ <b>Sewing 201</b> CRN: 38577
THURS, OCT 3, 5:30–8:30 pm	■ <b>BLS - Basic Life Support</b> CRN: 38548
TUES, OCT 8, 6:30–8:00 pm	■ <b>Social Media for Beginners</b> CRN: 38577

■ <b>Language &amp; Comm</b> . . . 3	■ <b>Health &amp; Wellness</b> . . . 5
■ <b>Personal Finance</b> . . . . 3	■ <b>Personal Enrichment</b> . 6
■ <b>Creative Arts</b> . . . . . 3–4	■ <b>Floral Arrangement</b> . . . 6
■ <b>Culinary Arts</b> . . . . . 4–5	■ <b>Computers &amp; Tech</b> . . . 6

THURS, OCT 10, 5:30–8:30 pm	■ <b>Heartsaver First Aid, CPR, AED</b> CRN: 38545
THURS, OCT 10, 6:00–8:00 pm	■ <b>Intro to Jewelry: Jenni’s Ripple Bracelet</b> CRN: 38562
THURS, OCT 10, 6:00–8:30 pm	■ <b>Homeowner’s Guide to Electricity</b> CRN: 38552
MON, OCT 28, NOV 11, DEC 9, 5:30–7:00 pm	■ <b>Mindfulness on Mondays via Zoom</b> CRN: 38580
TUE & THU, OCT 15 & 17, 5:00–7:00 pm	■ <b>Spanish Conversation &amp; Practice</b> CRN: 38569
WED, OCT 16, 5:30–8:30 pm	■ <b>Knife Skills</b> CRN: 38534
WED, OCT 16, 7:00–8:30 pm	■ <b>DIY Dried Fall Floral Wreath - Intermediate</b> CRN: 38566
THURS, OCT 17, 6:00–9:00 pm	■ <b>Elder Law &amp; Estate Planning Bootcamp</b> CRN: 38571
MON, OCT 21, 6:00–8:00 pm	■ <b>Smartphone Travel Tips</b> CRN: 38574
TUES, OCT 22, 5:30–8:30 pm	■ <b>Mediterranean Diet 2.0</b> CRN: 38531
TUES, OCT 22, 6:30–8:00 pm	■ <b>Google Tools For Anyone</b> CRN: 38578
WED, OCT 30, 5:30–8:30 pm	■ <b>Knife Skills</b> CRN: 38535
WED, OCT 30, NOV 6, 13, 20, 6:00–7:30 pm	■ <b>Beginner Salsa &amp; Merengue</b> CRN: 38556
WED, OCT 30, 7:00–8:30 pm	■ <b>Festive Fall Fun with Pumpkins &amp; Gourds</b> CRN: 38567
MON, NOV 4, 4:00–6:00 pm	■ <b>Precision Medicine: It’s All in Your DNA</b> CRN: 38543
WED, NOV 6, 3:45–5:15 pm	■ <b>Project-Based Learning: Tower Garden</b> CRN: 38550
WED, NOV 6, 5:30–7:30 pm	■ <b>Winter Gardening</b> CRN: 38551
SAT, NOV 9, 8:00 am–12:00 pm	■ <b>Garage Welding</b> CRN: 38553
SAT, NOV 9, 1:00–5:00 pm	■ <b>Advanced Garage Welding</b> CRN: 38554
TUES, NOV 12, 5:30–8:30 pm	■ <b>Jazz Up Your Meals</b> CRN: 38532
THURS, NOV 14, 5:30–8:30 pm	■ <b>Heartsaver First Aid, CPR, AED</b> CRN: 38546
SAT, NOV 16, 10:00 am–3:00 pm	■ <b>Pasta 101</b> CRN: 38538
THURS, NOV 21, 6:30–8:00 pm	■ <b>Holiday Charcuterie Board</b> CRN: 38533
THURS, DEC 5, 5:30–8:30 pm	■ <b>BLS - Basic Life Support</b> CRN: 38549



## Policies & Information

- Supplies** Some classes may require supplies; please read class descriptions carefully.
- Accommodations** If you have a condition requiring special accommodations, please indicate your needs at the time of registration.
- Payment Options/Fees** Cash, check, or credit/debit card. Payments must be

made through the JWCC Business Office in the Student/Administrative Center, or by calling 217.641.4211.  
 JWCC’s Business Office hours are 8:00 am-5:00 pm Monday-Thursday, and 8:00 am-12:00 pm Friday.  
 Payment must be received at the time of registration and must be paid during JWCC business hours. If we receive your registration

form via our website, JWCC staff will attempt to contact you up to three times for payment. Your registration will be finalized after full payment is received. If you have any questions, you can reach the Community-Based Outreach office at 217.641.4941.  
**Refund Policy** Unless otherwise noted in advance, a student who notifies Community-Based Outreach (Community Education) three

## Personal Finance

### One-On-One Training Opportunities

#### Increase your Smartphone IQ with One-On-One Smartphone Training

Why do people love their smartphones so much? Fall in love with your phone and become skilled with using all the features of your phone and new apps (Apple's iPhone or Android). Stay connected using email, texting, Snapchat, Facebook, Instagram, and more. Learn how to use FaceTime or use WhatsApp to talk internationally. Make your smartphone work like a PC with the use of notes, make PDFs, take photos, and more. Call **217.641.4941** to schedule time with the instructor. Based on instructor availability.



**Cost: \$50 per 1.5 hours session**

Instructor: Dr. Margie Williams PhD, RN

## Language and Communication

### Spanish Conversation and Practice

This fun, interactive course is taught by a native Spanish speaker and designed as an introductory course for absolute beginners. Put your knowledge into practice with your classmates and leave with resources to study at home.

**Cost: \$40 | Instructor: Ignacio Anguiano-Reyes**

TUES & THURS • SEPT 24 & 26  
(5:00–7:00 pm) CRN: 38568

TUES & THURS • OCT 15 & 17  
(5:00–7:00 pm) CRN: 38569

### German 101

German 101 is a beginner course for adult learners without prior German knowledge or for learners who want to improve their German skills. In this 10-week course, participants will practice their acquired German language in pairs or groups guided by authentic scenarios.

**Cost: \$120 | Instructor: Frau Judy Percy**

THURS • SEPT 5, 12, OCT 3, 10, 17, 24, NOV 7, 14, 21 & DEC 5 (5:15–6:45 pm) CRN: 38570



### Policies & Information, cont. from pg 2

business days before the day of the seminar or class will receive a 100 percent refund. No other refunds will be given.

**Inclement Weather** When JWCC cancels classes due to inclement weather, Community Education classes are also canceled. If canceled, local radio and TV stations will be notified.

The staff will work to reschedule the class or postpone it until further notice. Refunds will be given to those registered for a class that is canceled due to inclement weather.

**Notice of Non-discrimination** JWCC ensures equal educational opportunities are offered to all students, regardless of race, color, national or ethnic origin, age, gender, religion,

disability, or other factors prohibited by law.

**Canceled Courses & Changes** Classes that have not filled minimum enrollment three business days before the first class may be canceled. In the event of a course cancellation, you will be notified, and your fee refunded. JWCC reserves the right to change instructors.

### Elder Law and Estate Planning Bootcamp

What is a trust and why should I care? Will I go broke in a nursing home? What is the new truth about Medicaid eligibility? What should I know about life and death planning? Discover answers to these and other important questions about your future and the future of your loved ones.

**Cost: \$10 | Instructor: Bill Siebers**

THURS • OCT 17 (6:00–9:00 pm) CRN: 38571

## Creative Arts

### Beginner Salsa and Merengue

This class is for any beginner Salsa and Merengue dance enthusiast! No prior dance experience is needed. Learn the fundamental principles of partnering, dance floor etiquette, timing, and basic foot work. If you are registering as a couple, please note your partner's name on your registration form. Each participant must complete a separate registration form.



**Cost: \$50 | Instructor: Ignacio Anguiano-Reyes**

WED • OCT 2, 9, 16, 23 (6:00–7:30 pm) CRN: 38555

WED • OCT 30, NOV 6, 13, 20 (6:00–7:30 pm) CRN: 38556

### Sewing 201

Do you already have some basic sewing skills you want to put to good use? If so, this class is for you! We will create 4 projects: A zippered toiletry bag, an apron, pajama pants, and a fabric basket. If you have a sewing machine, please bring it to class. JWCC has four machines you can reserve. Registration is on a first-come, first serve basis. Feel free to bring any of your own basic sewing supplies to class.

JWCC will provide a supplies list upon registration. **STUDENTS ARE RESPONSIBLE FOR BRINGING SUPPLIES FOR PROJECT #1 TO THE FIRST CLASS.**

**Cost: \$110 | Instructor: Cheryl Gerhardt**

THURS • OCT 3, 10, 17, 24 (5:15–8:15 pm) CRN: 38577





## Beginning Knitting

Learn how to knit and discover a relaxing hobby you'll enjoy for a lifetime! This course will show you everything you need to know to get started with knitting. First, you'll learn how to get yarn onto the needles. Then, you'll learn how to make the all-important knit and purl stitches (and some other stitches along the way). Lastly, we'll go over how to get your knitting off the needles. Students will work at their own pace. Students are responsible for purchasing their own supplies before the first class. A supply list will be provided at time of registration or upon request.



**Cost: \$90 | Instructor: Rachel Peterson**

TUES • OCT 1, 8, 15, 22 (6:00–8:30 pm) CRN: 38559

## Fused Glass Art

Come try your hand at a new mosaic art technique. Create a suncatcher & glass dish by decorating glass with glass. Items will be fired and “fused” together in a kiln. The dishes will be fired twice, once to fuse and once to “slump” and will be picked up later.

**Cost: \$40 | Instructor: Becky Butler**

WED • SEPT 18 & SEPT 25 (6:30–8:00 pm) CRN: 38560

## Beginning Painting

Try your hand at watercolor, acrylic and oils! We will do step-by-step instructed paintings, unless you have a specific photo you'd like to work from. Week one will be watercolor, week 2, acrylic and week 3, oil.

**Cost: \$50 | Instructor: Becky Butler**

WED • OCT 2, OCT 9, & OCT 16 (6:30–8:00 pm)  
CRN: 38561



## Introduction to Jewelry Making: Jenni's Ripple Bracelet

Join us for a beaded jewelry making class as you design and create a radiant ripple bracelet using various beads including tila beads. Create intricate patterns and textures in this 2-hour workshop and take home a lovely bracelet. All materials will be provided including a beading mat, so get inspired and embark on a new hobby.

**Cost: \$50 | Instructor: Rebecca McCollum**

THURS • OCT 10 (6:00–8:00 pm) CRN: 38562

## Culinary Arts

*Courses in this category are not recommended for people with food allergies.*

### Home Canning and Preserving

Have you always wanted to learn to can and preserve fruits and vegetables? Then this is the workshop for you. You will learn to pressure can vegetables or fruit and use the boiling water bath method for making jam. This will be a hands-on class, so come prepared to get messy.



**Cost: \$70 | Instructor:**

**Cheryl Gerhardt**

SAT • SEPT 14 (12:00–4:00 pm) CRN: 38529

## I Can Do This: Making Your Diet More Mediterranean

Have you been interested in trying the Mediterranean Diet to improve your blood pressure, thinking, circulation and more? Learn easy ways to blend into your daily meals. Prepare and try out recipes that will make your meals follow the principles of the Mediterranean Diet. *Please bring a paring knife and container to take food home.*

**Cost: \$50 | Instructor: Dr.**

**Margie Williams PhD, RN**

TUES • SEPT 24 (5:30–8:30 pm) CRN: 38530

### The Mediterranean Diet 2.0 - With New Recipes

Come and try out recipes as you learn to follow the principles of the Mediterranean diet. Learn easy ways to blend the Mediterranean diet into your daily lives. This class is for persons who want to explore different recipes for side dishes and main entrees. *Please bring a paring knife and container to take food home.*

**Cost: \$50 | Instructor: Dr. Margie Williams PhD, RN**

TUES • OCT 22 (5:30–8:30 pm) CRN: 38531



### Fun Ways to Jazz Up Your Meals

Are you looking for new ways to jazz up your meals and snacks? Come and experiment in the kitchen making Smoothies, yummy protein balls, bowls and more. Make your meals healthier with these easy tips!

**Cost: \$50 | Instructor: Dr. Margie Williams, PhD, RN**

TUES • NOV 12 (5:30–8:30 pm) CRN: 38532

### Holiday Charcuterie Board

Learn how to style a Holiday charcuterie board and creations while learning proper food handling, flavor profiling and the history of charcuterie. *Please provide any food allergies and bring an eight-inch chef's knife.*

**Cost: \$65 | Instructor: Crystal Yock**

THURS • NOV 21 (6:30–8:00 pm) CRN: 38533

### Knife Skills

Learn basic knife skills and techniques to elevate your food preparation and impress while cooking at home. The cost of the class includes an eight-inch chef's knife. *Please bring a couple of containers to take home food made in class.*

**Cost: \$70 | Instructor: Vanessa Hall**

WED • OCT 16 (5:30–8:30 pm) CRN: 38534

WED • OCT 30 (5:30–8:30 pm) CRN: 38535

### The Wonderful World of Curry

We will explore what a curry is and how they differ between different cultures of the world. We will learn how to blend the different spices to create a balance of flavors as we learn to differentiate the different styles of curry. Then you can create a curry from scratch. *Please bring a chef knife & a couple of containers to take home food made in class.*

**Cost: \$ 80 | Instructor: Vanessa Hall**

SAT • SEPT 7 (11:00 am–4:00 pm) CRN: 38536

*Courses in this category are not recommended for people with food allergies.*

Register now for courses! [jwcc.edu/communityed](http://jwcc.edu/communityed) | 217.641.4941

### South African Cuisine

Come explore the delicious and uniquely underrated flavors of South African Cuisine! Learn about the South African culture and their connection out to their food. Discover amazing new flavors unique to this area of the world. *Please bring a chef knife & a couple of containers to take home food made in class.*

**Cost: \$75 | Instructor: Vanessa Hall**

SAT • SEPT 28 (11:00 am–4:00 pm)  
CRN: 38537



### Pasta 101

Make your own authentic Italian pasta! From pasta sheets to ravioli to authentic fettuccine alfredo made in its original form without cream, you will never have to buy pasta again! Learn the basics of pasta making and how to make ravioli and flavored pastas. Walk away with an understanding how to pair sauces with different styles of pasta. *Please bring a chef knife & a couple of containers to take home food made in class.*

**Cost: \$75 | Instructor: Vanessa Hall**

SAT • NOV 16 (10:00 am–3:00 pm) CRN: 38538

### CAREER SERVICES

JWCC provides community members complimentary job search assistance and tools to explore career options. Career Services offers online ACT WorkKeys testing for paraeducators – Applied Math and Workplace Documents.

Testing is offered by appointment only at the Mt. Sterling Education Center and the Southeast Education Center.

Please contact Career Services at 217.641.4346 or [careerservices@jwcc.edu](mailto:careerservices@jwcc.edu) to register for the test or to receive additional information.

## Health & Wellness

### Tai Chi for Health

Tai Chi is a series of gentle, slow motion, connected movements that reduces stress and pain, improves mood and memory, as well as heart health and other chronic conditions. The Mayo Clinic, Harvard Medical School, The CDC, among others, recommend Tai Chi for general health and several chronic conditions.

**Cost: \$50 | Instructor: Jess Myers**

TUES • SEPT 17, 24, & OCT 1, 8, 15, 22 (5:30–6:45 pm) CRN: 38539

### Precision Medicine in the Future: It's All in Your DNA

Today, and in the future, your health care decisions will be dictated by your DNA, family history and your lifestyle decisions. Come and learn how you can take control of your own health with knowledge and lifestyle changes.

**Cost: \$30 | Instructor: Dr. Margie Williams PhD, RN**

MON • NOV 4 (4:00–6:00 pm) CRN: 38543

### Mindfulness on Mondays via Zoom

In this session, Dr. Margie Williams PhD, RN, shares how you can incorporate mindfulness into your everyday life. In this interactive session, you will be introduced to relaxing and healing mindfulness techniques that can be done anywhere and by all ages. You will learn how it helps with calm, mental clarity and relaxation. We will meet (3) times via Zoom.

**Cost: \$45 | Instructor: Dr. Margie Williams PhD, RN**

MON • OCT 28, NOV 11, DEC 9 (5:30–7:00 pm) CRN: 38580

### Heartsaver First Aid, CPR, and AED

Learn to assess the scene safely and administer first aid if needed. Learn high quality CPR. Individuals will earn their First Aid and CPR certifications by completing this class. Cost of the class includes the Heartsaver book.

**Cost: \$100 | Instructor: Sarah Straza**

THURS • SEPT 12 (5:30–8:30 pm) CRN: 38544

THURS • OCT 10 (5:30–8:30 pm) CRN: 38545

THURS • NOV 14 (5:30–8:30 pm) CRN: 38546

## Free Educational Resources for Adults

**GED Test Preparation** Free classes are offered for JWCC district residents preparing to take the GED high school equivalency test and earn their State of Illinois High School Diploma. Morning, afternoon and evening class times are available and class locations include Camp Point, Mount Sterling, Pittsfield and several locations in Quincy. Online learning opportunities are also available. Students must attend an orientation session prior to starting class. For more information or to register, go to [jwcc.edu/ged](http://jwcc.edu/ged) or contact Lisbeth Lefler at [llefler@jwcc.edu](mailto:llefler@jwcc.edu) or Call 217-641-4951 or Text 573-494-2114.

**English as a Second Language** Classes are designed to help English language learners improve their reading, writing, and speaking skills and are free to JWCC district residents. For class locations and times, go to [jwcc.edu/esl](http://jwcc.edu/esl) or contact Lisbeth Lefler at [llefler@jwcc.edu](mailto:llefler@jwcc.edu) or Call 217-641-4951.

**Adult Literacy** Free tutoring is available for adults in reading, math, and learning the English language. Scheduling is flexible and available in person or online. Adult learners must be 17 years or older, not currently enrolled in school, living in the JWCC district, and have reading or math skills below high school level. For more information, go to [jwcc.edu/read](http://jwcc.edu/read) or contact Tina Jett at the Adult Volunteer Literacy program [cjett@jwcc.edu](mailto:cjett@jwcc.edu) or Call 217-641-4153.

**Tutoring Services or to Volunteer** We are looking for volunteers to help change lives through basic reading, math, and English language tutoring! No experience necessary. Training and materials provided. For more information, go to [jwcc.edu/read](http://jwcc.edu/read) or contact Tina Jett at the Adult Volunteer Literacy program [cjett@jwcc.edu](mailto:cjett@jwcc.edu) or Call 217-641-4153.

## BLS - Basic Life Support

Learn high quality CPR and proper use of AED. Individuals will earn their BLS certification.

The cost of the class includes the BLS book.

**Cost: \$50 | Instructor: Sarah Straza**

5:30–8:30 pm

THURS • SEPT 5 CRN: 38547

THURS • OCT 3 CRN: 38548

THURS • DEC 5 CRN: 38549



## Winter Gardening: Growing Fresh Herbs and Lettuce All Winter Long

Explore a new vertical gardening technique using a Tower Garden (aeroponic) system. Learn how to use an aeroponic growing system to grow fresh herbs and greens all winter long. This is aimed at persons who would like to use tower gardening in their home this winter.

**Cost: \$ 40 | Instructor: Dr. Margie Williams PhD, RN**

WED • NOV 6 (5:30–7:30 pm) CRN: 38551

## Homeowner's Guide to Electricity

Do you want to better understand your home's electrical system? You will learn how overcurrent works (whether it's fuses or breakers). Other topics include existing codes and concepts to keep your home as safe as possible, as well as upgrading issues including LED lighting and GFCI protection. Class is taught by Steve Edgar, Licensed Master Electrician and JWCC instructor. **This class will be held at the Workforce Development Center, 4220 Koch's Lane, Quincy.**

**Cost: FREE | Instructor: Steve Edgar**

THURS • OCT 10 (6:00–8:30 pm) CRN: 38552

## Garage Welding

Have a welding machine collecting dust in your garage or thinking about purchasing one? Learn about the types of welders and how to use them safely! Topics include inner shield, flux core arc welding and short arc welding, how to set voltage and wire speeds, and how to hold angles on a welder. You will also learn how to choose the proper gas to weld various steels. Class is taught by Ronald Kraft, JWCC welding Instructor. **This class will be held at the Workforce Development Center, 4220 Koch's Lane, Quincy.**

Required Personal Protective Equipment (PPE) – Please bring your own welding gloves and be sure to dress appropriately (long pants, long-sleeved shirts and leather shoes or boots).

**Cost: \$65 | Instructor: Ronald Kraft**

SAT • NOV 9 (8:00 am–12:00 pm) CRN: 38553



## Personal Enrichment

### Project-Based Learning: Engaging Students with Project-Based Learning Activities with a Tower Garden

Engage students of all ages with a classroom or school tower garden. We will discuss the internationally used Green Bronx Machine Curriculum. This is a whole school, all subject and data driven curriculum. It is based on project-based learning. Exemplars from teachers and schools both locally and around the world will be shared. View how the 30 CCSS and NGSS aligned lesson plans and learning materials for Pre-K through 7th grade fit into your class or school science and health curriculum.

**Cost: Free | Instructor: Dr. Margie Williams PhD, RN**

WED • NOV 6 (3:45–5:15 pm) CRN: 38550

## COLLEGE FOR LIFE

JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value. JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value.

**College for Life (CFL)** extends that mission to students 18 and older with intellectual or developmental disabilities (IDD), allowing JWCC to better serve our entire community.

Visit [jwcc.edu/cfl](http://jwcc.edu/cfl) to learn more.



## ONLINE CLASSES *Scan the QR codes for more course information!*

### QuickBooks Online Series

QuickBooks remains the dominant accounting software used by small and medium-sized businesses. Today more than ever, the cloud-based QuickBooks Online is quickly replacing desktop accounting software versions due to its accessibility and flexibility. This course series will introduce you to QuickBooks Online, teach you the software's intermediate functions and features, and teach you how to manage your business financials using QuickBooks Online.



### The Complete Project Manager with CAPM® and PMP® Prep

This is a comprehensive project management program for those who want to expand their knowledge and application of project management concepts. It is designed to create skills for today's project practitioners and prepare them for either the CAPM® or PMP® certifications.



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## Advanced Garage Welding

(Prerequisite: Garage Welding) This is a continuation of Garage Welding. In Garage Welding, you learned the basics of inner shield, flux core arc welding and short arc welding and how to set voltage and wire speeds. In Advanced Garage Welding, you will learn to use a Metal Inert Gas (MIG) welder and perform horizontal, vertical, and downhill welding including the proper technique to fill in gaps between two pieces of metal. Class is taught by Ronald Kraft, JWCC welding Instructor. **This class will be held at the Workforce Development Center, 4220 Koch's Lane, Quincy.**

Required Personal Protective Equipment (PPE) – Please bring your own welding gloves and be sure to dress appropriately (long pants, long-sleeved shirts and leather shoes or boots).

**Cost: \$65 | Instructor: Ronald Kraft**

SAT • NOV 9 (1:00–5:00 pm) CRN: 38554

## Floral Arrangement

### Intro to Floral Design with Fresh Locally Grown Flowers

Learn how to create a beautiful floral arrangement with locally grown flowers! Learn about flowers you can grow, harvest and condition yourself. Discover arranging techniques for maximum vase life and bring out the inner artist in you. Please bring a large vase to class.

**Cost: \$45 | Instructor: Angela Barnes**

WED • SEPT 11 (7:00–8:30 pm) CRN: 38563

WED • SEPT 25 (7:00–8:30 pm) CRN: 38564

### DIY Fall Floral Wreath with Locally Grown Dried Flowers

Grab a friend and discover how to create a beautiful dried floral wreath with locally grown flowers. Learn how to dry, prepare, and design a unique wreath for fall. You'll go home with a beautiful wreath of "Locally Grown with Love" from Momma Bee's Garden.

**Cost: \$50 | Instructor: Angela Barnes**

Beginner: WED • OCT 2 (7:00–8:30 pm) CRN: 38565

Intermediate: WED • OCT 16 (7:00–8:30 pm) CRN: 38566

### Festive Fall Fun with Pumpkins and Gourds

Create a beautiful centerpiece using locally grown pumpkins/gourds, dried flowers, and foraged pinecones & acorns. A ribbon bow/tag will add a special touch. These make great hostess gifts and are a fun way to celebrate Fall & Thanksgiving. You will take home a large pumpkin arrangement and 3 small pumpkin gourd arrangements. Students should bring (1) large fresh pumpkin and three small baby pumpkins.

**Cost: \$60 | Instructor: Angela Barnes**

WED • OCT 30 (7:00–8:30 pm) CRN: 38567

## Computers & Technology

### Increase your Smartphone IQ with Smartphone Training –iPhone or Android

Are you frustrated when using your smartphone? Do you want to become more independent when using all the features? In this small group session, learn about all the features of your phone and new apps. Use the calendar function to organize your life. Connect with other using email, texting, Snapchat, Facebook, What's Up and more. Learn how to share photos with others. Make your Smartphone work like a PC to organize and edit photos, take notes, and organize files. No flip phones, please.

**Cost: \$15 | Instructor: Dr. Margie Williams, PhD, RN**

iPhone users: MON • SEPT 23 (4–5:30 pm) CRN: 38572

Android users: MON • SEPT 23 (6–7:30 pm) CRN: 38573

## There's an App for That: Travel Tips Using Your Smartphone

In today's travel world – airlines, trains, hotels, travel groups - all use Apps to book and manage your travel plans. Come and explore how to navigate using these apps to research, design, and complete a new travel experience from the comfort of your palm and smart phone. Please bring your smart phone to class.

**Cost: \$20 | Instructor: Dr. Margie Williams PhD, RN**

MON • OCT 21 (6:00–8:00 pm) CRN: 38574



### Basic Excel

This class is designed for those who want a solid start in Excel. This includes Home Ribbon features, basic formulas, data entry shortcuts and skills to build spreadsheets. Get hands on experience in an interactive class environment and leave with the resources to take your skills to the next level.

**Cost: \$60 | Instructor: Rita Schmitt**

TUES & THURS • SEPT 24, 26, & OCT 1, 3 (6:00–7:30 pm) CRN: 38575

### Computing Basics

In this course we'll discuss the basics of computing. We will review the different types of computing devices, how they work, and basic information about computer set up tools, cords, and cables. You'll learn how to setup, get started, and find help if you get stuck!

**Cost: \$15 | Instructor: Emily Pool**

TUES • SEPT 10 (6:30–8:00 pm) CRN: 38576

### Digital Safety and Security

Do you feel like there is danger around every virtual corner? Well, you don't have to feel that way. In the Wild, Wild West of the Internet you might feel intimidated or overwhelmed on how to stay safe. Join us to learn how to stay safe, the warning signs and general safety of your online information.

**Cost: \$15 | Instructor: Emily Pool**

TUES • SEPT 24 (6:30–8:00 pm) CRN: 38579

### Social Media for Beginners

In this course we will explore the ins and outs of social media. What is it? How does it work? Benefits, cautions and more! We'll explore Facebook, Instagram, X (Twitter), and Reddit specifically with general information about our socially connected networks on the internet. Learn to navigate this connected environment safely to learn, connect, and engage through social media.

**Cost: \$15 | Instructor: Emily Pool**

TUES • OCT 8 (6:30–8:00 pm) CRN: 38577



### Google Tools For Anyone

In this course, participants will learn about the basic creation tools that are accessed with a Google Account. Learn how to create documents, flyers, etc through Docs. Create a simple presentation or slide show with Google Slides and expand your learning of spreadsheets with Google Sheets. All these and more tools are available with a Google (Gmail) Account. Come learn how to use, access, and explore the creating and sharing tools of Google. Please come prepared with a Google Account. Bring your own device or be prepared to login with a Google account on the JWCC computers to work interactive with the Google Tools.

**Cost: \$15 | Instructor: Emily Pool**

TUES • OCT 22 (6:30–8:00 pm) CRN: 38578



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### Fall 2024 Business & Industry Classes

#### COMPUTER SKILLS

- Basic Excel
- Intermediate Excel
- Advanced Excel

#### SOCIAL MEDIA

- Digital Marketing for Business
- Video Basics for Business

#### PROFESSIONAL DEVELOPMENT

- Become the Leader Others Want to Follow
- Leading From the Front
- Leading to Create Other Leaders

#### SAFETY

- Electrical Troubleshooting & Maintenance
- NFPA 70E
- OSHA 10 General Industry

#### NONPROFITS

- Nonprofit Board Member Development
- Video Storytelling
- Video Basics for Nonprofits
- Google for Local Nonprofits

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THURSDAY  
**SEPTEMBER 19, 2024**

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THURSDAY  
**OCT 24**  
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