Fall 2013 Continuing Education

Career Training
The Music School at DCC
Personal Enrichment
Teen Classes
Workforce Training
ESL | GED

Registration Hotline: (845) 431-8910
www.suny dutchess.edu/cfweb
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KEY TO UNDERSTANDING COURSE OFFERINGS

How To Read the Schedule

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<thead>
<tr>
<th>CRN</th>
<th>Section #</th>
<th>Time</th>
<th>(Day) Date</th>
<th>Location</th>
<th>Instructor</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>5267</td>
<td>10</td>
<td>10:00 a.m.-12:00 p.m.</td>
<td>(S) 9/28</td>
<td>DCC</td>
<td>B Golden</td>
<td>$36</td>
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</tbody>
</table>

Day Code
M = Monday, T = Tuesday, W = Wednesday, R = Thursday, F = Friday, S = Saturday, U = Sunday

Course Locations

<table>
<thead>
<tr>
<th>Section #</th>
<th>Abbreviations and Addresses</th>
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</thead>
<tbody>
<tr>
<td>10s</td>
<td>DCC  Main Campus, 53 Pendell Road, Poughkeepsie</td>
</tr>
<tr>
<td>90s</td>
<td>DS  Dutchess South, Hollowbrook Office Park</td>
</tr>
<tr>
<td></td>
<td>31 Marshall Road, Building 4, Wappingers Falls</td>
</tr>
</tbody>
</table>
Need more information before deciding to take a class?

Visit DCC’s Open House and learn about the courses directly from the instructors leading them. Teachers will be on hand to answer questions about DCC’s non-credit offerings.

AVAILABLE CLASSES INCLUDE:
- Basic Computers
- Business Classes
- Substance Abuse Counselor Training
- English as a Second Language
- GED
- Green Technology
- Healthcare
- Music School
- Online Classes
- Real Estate/Insurance
- Security Guard Training
- Teen Classes

For more information or to register for this event, please call the Office of Community Services at (845) 431-8910 or email at www.sunydutchess.edu/cfweb.
Get the skills employers demand with the convenience that you demand.

**Our online training option brings 21st century learning taught by expert instructors right to your living room.**

With classes from Ed2Go, ProTrain Online, E Classes/American Management Association, you’re sure to find the exact training you need to thrive in today’s competitive workforce. Best of all, it’s convenient enough to fit your already tight schedule!

**To get started, visit** [www.sunydutchess.edu/continuingeducation/continuinged/onlinecourses/](http://www.sunydutchess.edu/continuingeducation/continuinged/onlinecourses/)

**Just some of the many classes available...**

- Administrative Professional with Microsoft Office Specialist 2010 Certification Training
- Medical Billing and Coding
- Medical Transcription + Medical Terminology
- Administrative Medical Specialist with Medical Billing and Coding
- CompTIA™ A+ Certification Training
- Digital Arts Certificate
- Web Design Certificate
- Speed Spanish
- Writing Essentials
- Grant Writing
- Paralegal
- Get Assertive!
- Introduction to C++ Programming
- Start Your Own Small Business
- Certificate in Gerontology
- Certificate for the Administrative Assistant
- Certificate in Human Resources Management
- Certificate in General Management
- Business Writing: When English is a Second Language
- How to Write a Marketing Plan
- Successful Negotiating

For any online training questions, contact Lynette Patrice at (845) 431-8913 or patrice@sunydutchess.edu.
**Computer Skills**

**CST004 PC SAMPLER**
This instructor-led beginner course is for students who want to explore the workings of the computer in a non-technical language. Topics to be covered are basic Windows function, basic software including word processing, spreadsheets, database and an introduction to the Internet. (24 Hours)

5166 10 9:00 a.m.-12:00 p.m. (S) 9/7-10/26 DCC $20

5167 90 6:00 p.m.-9:00 p.m. (MW) 9/9-10/2 DCC $20

**CST005 ESL BASIC COMPUTERS**
This course addresses computer deficiencies in basic skills of adult learners functioning in the workplace or in the community and for whom English is a second language. This instructor-led course is for students who want to explore the computer in a non-technical language and for those who want to learn communicative competence.

Los estudiantes aprenderan informacion basica acerca de la partes de las computadora. Se les dara una introduccion a Windows, como usar el “mouse”, como abrir y crear archivos, como copiar, cortar y pegar, guardar informacion y archivos en una memoria flash USB, el uso basico del internet (la red), y como crear y tener acceso a un correo electronico. (24 Hours)

5168 10 6:00 p.m.-9:00 p.m. (F) 9/13-11/1 DCC $20

**CST617 PROGRAMMING USING JAVA**
This course is intended as an introduction for beginners with little or no background in programming. The course teaches students how to write object-oriented programs using the Java programming language. The fundamentals of programming are examined through the use of predefined objects supplied by the language. Students then go on to learn how to define their own objects and how to develop programs using object-oriented design methodology. This course takes a full-immersion approach to object-oriented programming. Both programming syntax and the application of concepts to real-world programming are emphasized as are proper object-oriented design practices. Material covers variables and constants, selection and repetition statements, non-numerical data types, arrays, inheritance and case studies. (30 Hours)

5180 90 6:00 p.m.-9:00 p.m. (MW) 11/18-12/23 DS $495

**CST706 QUICKBOOKS**
Quickbooks is a complete business bookkeeping system capable of handling invoicing, accounts receivable and accounts payable. Students will be introduced to all these features and many more. Prerequisite: a working knowledge of bookkeeping is advised. (18 Hours)

5182 90 9:00 a.m.-12:00 p.m. (WF) 10/9-10/25 DS $220

**Microsoft Office Series**

**CST129 WORD BASIC 2010**
Learn to use the standard word processor to create and edit documents. Topics include exploring Word tools and menus, copying, pasting, using the Office clipboard, formatting basics, creating headers and footers, working with margins and page layout and using proofing tools. (15 Hours)

5172 10 6:00 p.m.-9:00 p.m. (MW) 9/16-9/30 DCC $20

5203 11 9:00 a.m.-12:00 p.m. (S) 11/2-12/7 DCC $20

**CST202 BASIC ACCESS 2010**
Learn to use Access’ powerful data management tools. Topics include: database concepts and terminology, exploring Access tools and menus, navigation, entering and editing records, creating and modifying tables, working with filtering and sorting options, creating and modifying simple queries, using and modifying forms, planning and creating reports, and exploring modifying field types and relationships. (15 Hours)


5174 10 6:00 p.m.-9:00 p.m. (TR) 9/24-10/8 DCC $20

**CST320 EXCEL BASIC 2010**
Students will learn how to use Excel worksheets and workbooks for a variety of business functions. Topics include: exploring Excel tools and menus, creating and editing worksheets and workbooks, moving and copying data, using formulas and functions, formatting worksheets, charting basics and printing options. (15 Hours)

5176 10 6:00 p.m.-9:00 p.m. (MW) 10/2-10/16 DCC $20

5225 11 1:00 p.m.-4:00 p.m. (S) 9/28-10/26 DCC $20

**CST321 EXCEL INTERMEDIATE 2010**
Students will learn how to enhance their Excel skills by customizing options, toolbars and menus, working with multiple worksheets and workbooks, linking worksheets and workbooks, linking worksheets, editing display options, filtering and sorting lists, exploring advanced charting and formatting options, and creating and managing templates. (15 Hours)

5178 10 6:00 p.m.-9:00 p.m. (MW) 10/21-11/4 DCC $154

**CST616 INTR TO POWERPOINT**
Students will learn to create business presentations with PowerPoint design tools. Topics include: exploring PowerPoint tools and menus, creating, editing and viewing presentations, using the auto content wizard, adding side headers and footers, using proofing tools, formatting text drawing and modifying objects, aligning and grouping objects, enhancing presentations with graphics charts and automation, and using PowerPoint masters. (15 Hours)

5232 10 6:00 p.m.-9:00 p.m. (W) 11/6-11/20 DCC $91
Adobe Design

CST812 PHOTOSHOP FOR NOVICES
Learn how to correct images, adjust colors and brightness and eliminate red eye. Twist, twirl and liquefy your images for unique effects. Learn to make and tweak selections with selection brushes. Use your own photos and the Photoshop creative tools to design a greeting card. Create animations for the web using Photoshop layers. Piece together a series of images to form an image. Present and share your photos in an automatically running slideshow. Learn to colorize and optimize a photo image to make engaging web page backgrounds. (18 Hours)
5184 10  6:00 p.m.-9:00 p.m.  *(TR)* 10/15-10/31 DCC  $225

CST813 PHOTOGRAPHY II
This course is intended as a follow-up to the Photoshop for Novices course. It is intended to advance the student’s techniques for manipulating image art in a digital format. (9 Hours)
5218 10  6:00 p.m.-9:00 p.m.  *(TR)* 11/5-11/12 DCC  $154

CST820 ADOBE INDESIGN I
Adobe InDesign I will cover the basic logic of the InDesign program, starting with the work area of InDesign, working and learning the very basics of the tools panel, control panel, document window and some of the other essential panels. Students will learn how to create various documents, how to style type and paragraphs, import images, work with some of the unique features of InDesign, and export files for proof or print. A business card, a poster and a tri-fold brochure will be created during this course. Required text: “InDesign CS5: Visual Quickstart Guide”. Text can be purchased at the DCC Bookstore. (18 Hours)
5219 10  6:00 p.m.-9:00 p.m.  *(TR)* 11/14-12/5 DCC  $235

CST821 ADOBE INDESIGN II
If you have not been to the previous InDesign course, you MUST know the basics of InDesign. Acceptance and continuation in this course will be at the discretion of the instructor. This course will cover more in-depth use of the control panel and all of the other panels as well as the use of templates, creating styles both for text and objects, so they can be used globally. Students will use the library, working with objects, creating more completed documents, such as books. We also will touch on the use of tables and other pertinent information. A form and a catalog will be created during this course. Required text: Cohen: “InDesign CS5: “Visual Quickstart Guide”. (12 Hours)
5220 10  6:00 p.m.-9:00 p.m.  *(TR)* 12/10-12/19 DCC  $91

Web Design


CST038 DREAMWEAVER LEVEL 1
Explore the industry-leading web authorizing software. Build a sample page using CSS (Cascading Style Sheets) for styling and layout. Work with text, lists, Spry widgets, tables and images. Navigate a site internally and externally using links, image links, navigation bars and tabbed panels. (12 Hours)
5170 10  6:00 p.m.-9:00 p.m.  *(MW)* 10/21-10/30 DCC  $180

CST034 DREAMWEAVER LEVEL 2
Explore techniques for interactivity using behaviors and events. Collect information using forms. Understand the CSS box model and the use of <div> tags. Insert a Flash file. Work with site management using templates, library items and publish a site to the web. (12 Hours)
5169 10  6:00 p.m.-9:00 p.m.  *(MW)* 11/4-11/13 DCC  $180

CST830 APPLES APPLES EVERYWHERE
Do you own an iPhone, iPad or iPod? Are you getting the most out of this cutting-edge product? Your iOS device is your personal assistant to organize everything you have to do. Create and manage synchronized calendars and to-do lists with all your family members to keep your busy lives on track. Your iOS device is an entertainment portal for your favorite television shows, movies and books. Your iOS device is your gateway to your favorite social networks like Facebook and Twitter. Oh...and your iOS device is a great gaming platform! If you are ready to live the iLife then this is the session for you. (10 Hours)
5227 10  6:30 p.m.-8:30 p.m.  *(TR)* 9/17-10/1 DCC  $99
5221 10  6:30 p.m.-8:30 p.m.  *(TR)* 10/8-10/22 DCC  $99

CST840 WORDPRESS
WordPress is a free and open source blogging tool and a content management system (CMS) based on PHP and MySQL. It has many features including a plug-in architecture and a template system. WordPress currently is the most popular blogging system in use on the Web and as of August 2011 manages 22% of all new websites. Learn how to install and switch between WordPress themes. Themes allow users to change the look and functionality of a WordPress website or installation without altering the information content or structure. Learn how to install a plugin, organize your posts, upload photos and videos to your blog and backup your site. Learn by building and developing your first blog site. (6 Hours)
5223 10  9:00 a.m.-12:00 p.m.  *(WF)* 10/2-10/4 DCC  $60
CAREER TRAINING

Healthcare

VOC666 MEDICAL BILLING AND CODING PROGRAM
This combined 80-hour billing and coding course offers the skills needed to solve insurance and billing issues, manually file claims (using the CPT and ICD-9 manual), complete common insurance forms, trace delinquent claims, appeal denied claims and use generic forms to streamline billing procedures. The course covers the following areas: CPT (Introduction, Guidelines, Evaluation and Management), specialty fields (such as surgery, radiology and laboratory), ICD-9 (Introduction and Guidelines) and basic claims processes for third party reimbursements. Students will learn how to find codes using coding manuals, (CPT, ICD-9 and HCPCS). After obtaining the suggested practical work experience (6 months to 2 years), students who complete this course could be qualified to sit for the American Academy of Professional Coders (AAPC) - Certified Professional Coder Exam (CPC or CPC-H Apprentice); the American Health Information Management Association (AHIMA) Certified Coding Associate (CCA) exam; and/or other national certification exams. Textbooks are included.

Saturdays (11/2 and 11/23) from 9:00 a.m.-3:00 p.m. (80 Hours)
5151 10 6:00 p.m.-9:30 p.m. (MWS) 10/7-12/16 DCC $1,799

VOC667 MEDICAL CODING FOR CERTIFIED PROFESSIONAL CODER
Physician-Based Medical Coding or Certified Professional Coder (CPC). This course teaches fundamental coding skills for an outpatient physical setting and prepares the student to take the American Association of Professional Coders (AAPC) CPC exam for a career in medical coding. This course provides the most up-to-date information relating to CPT, ICD-9-CM [International Classification of Diseases 9th Revision Classified Morbidity] Volumes 1 & 2, and HCPCS [Healthcare Common Procedure Coding System] Level II coding and assures a broad encompassing knowledge and expertise in reviewing and assigning the correct procedure and diagnosis codes for physical services. Outpatient Hospital Medical Coding for Certified Professional Coder - Hospital [CPC-H]. Preparation: This 96-hour course also will cover coding fundamentals including CPT, ICD-9-CM Volumes 1,2 and 3 and HCPCS Level II coding along with the Outpatient Prospective Payment System [OPPS] which is the payment method used by most payers in the hospital outpatient facility. This course will not cover inpatient coding or coding in the freestanding Ambulatory Surgery Center. (96 Hours)

Medical Coding Certification Requirements: We recommend having an Associate degree OR have two years of experience:
1. Maintain current membership with the AAPC.
   a. New members must submit membership payment [$125] with examination application [$300].
   b. Renewing members must have a current membership at the time of submission and when exam results are released.
2. All exams will be reported with exact scores.
3. A Certified Professional Coder (CPC) must have at least two years medical coding experience.

Required Textbooks: Certified Professional Coder (CPC)

Exam is scheduled for 12/7 from 8 a.m. to 2 p.m. at Duchess Community College.
For further information: www.AAPC.COM
5200 10 6:00 p.m.-8:30 p.m. (TRS) 9/10-12/7 DCC V Pregnon $1,200

VOC754 EKG TECHNICIAN CERTIFICATION
This comprehensive EKG Technician Certification Program prepares students to function as EKG Technicians and to take the ASPT - Electrocardiograph (EKG) Technician exam. This course includes important practice and background information on anatomy and physiology of the heart, medical disease processes, medical terminology, legal aspects of patient contact, electrocardiography and stress testing. Additionally, students will practice with EKG equipment and perform hands on labs including the function and proper use of the EKG machine, the normal anatomy of the chest wall for proper lead placement, 12-lead placement and other clinical practices. Textbooks are included. (50 Hours)

5150 10 6:00 p.m.-9:30 p.m. (MW) 10/7-11/25 DCC $999

Call Community Services for payment plan details.

ONLINE REGISTRATION: www.sunyduchess.edu/cfweb

Payment plan available.
VOC755 PHARMACY TECHNICIAN PROGRAM
This comprehensive 50-hour course will prepare students to enter the pharmacy field and take the Pharmacy Technician Certification Board’s PTCB exam. Technicians work in hospitals, home infusion pharmacies, community pharmacies and other health care settings. Course content includes medical terminology specific to the pharmacy, reading and interpreting prescriptions and defining drugs by generic and brand names. Students will learn dosage calculations, I.V. flow rates, drug compounding, dose conversions, dispensing of prescriptions, inventory control and billing and reimbursement. Educational Requirements: A Pharmacy Technician should possess a High School diploma or GED equivalent and have strong math computational skills. Textbooks included, certification exam is $129 and is not included in tuition. (50 Hours)

5162 10 6:00 p.m.-9:30 p.m. (TR) 10/8-11/26 DCC $999

Externship Option
An 80-hour externship at a local pharmacy will be available for students who are recommended by the instructor and complete additional skills-training requirements upon conclusion of the course. Dates and times will vary depending on location and availability. (80 Hours)

5270 70E Times, Dates & Locations Vary $99

VOC757 PHYSICIANS MEDICAL OFFICE ASSISTANT
This 50-hour course prepares students to function effectively in many of the administrative and clerical positions in the health care industry. Medical Administrative Assistants, Medical Secretary, and Medical Records Clerks are positions in great demand. This program covers important background information on the medical assisting profession and interpersonal skills, medical ethics and law, medical terminology, basics of insurance billing and coding, telephone techniques, scheduling appointments, medical records management and management of practice finances. It is intended to provide students with a well-rounded introduction to medical administration so that they can gain the necessary skills required to obtain an administrative medical assistant position. This program meets the necessary requirements to prepare students for the National Healthcareer Association (NHA) · Certified Medical Administrative Assistant (CMAA) exam. Textbooks are included. (50 Hours)

5164 10 6:00 p.m.-9:30 p.m. (TR) 10/8-11/26 DCC $999

EMT

EMT101 EMT B ORIGINAL
This intensive 220-hour program is designed to train individuals to provide basic life support in the pre-hospital setting as a New York State Certified Emergency Medical Technician - Basic. Required text for sections 70, 90 and 91: “Emergency Care and Transportation of the Sick and Injured” by Jones and Bartlett, 10th edition. Text is available at the DCC Bookstore.

Section 70 Location: Roosevelt Fire Department, Cream St.

5014 70 6:00 p.m.-10:00 p.m. (TWR) 9/17-12/19 RFD J Port $700
5015 90 8:00 a.m.-12:00 p.m. (TWR) 9/17-12/19 DS J Port $700
5016 91 6:00 p.m.-10:00 p.m. (TWR) 9/17-12/19 DS C Moore $700

EMT102 EMT REFRESHER
The EMT Refresher course is designed to review and update the EMT in psychomotor and cognitive knowledge to current 2009 NHTSA standards for EMT-B. The program incorporates a challenge mechanism allowing those who can demonstrate competency to be exempted from the remedial sessions of the refresher program. Persons successfully completing the entire challenge program will be qualified to sit for the NYS Certification exam without attending additional sessions. (75 Hours)
Prerequisites: Student previously must be, but not necessarily currently, certified as a NYS EMT. Students are not considered registered until full payments are made. You must register before the start of classes.
Textbook: “Refresher Emergency Care and Transportation of the Sick and Injured” Jones and Bartlett, 2nd edition. Text is available at the DCC Bookstore.

5018 90 6:30 p.m.-9:30 p.m. (MW) 9/16-12/19 DS J Boyle $335

Call Community Services for payment plan details.
Basic Life Support

Any NYS Emergency Medical Technician-Basic participating in the New York State Continuing Medical Education Program is required to obtain core content curriculum instructed by a NYS Certified Instructor Coordinator. The following are the Basic Life Support (BLS) core content curriculum classes that meet the NYS requirements. Registration for these classes also is open to anyone interested in gaining knowledge in the topic area.

**BLS Courses**

- **BLS102 BLS PREPARATORY** (3 Hours)
  
  5020 90 6:30 p.m.-9:30 p.m.  
  (M) 10/7 DS $13

- **BLS104 BASIC LIFE SUPPORT AIRWAY** (3 Hours)
  
  5021 90 6:30 p.m.-9:30 p.m.  
  (W) 10/9 DS $39

- **BLS106 PATIENT ASSESSMENT** (1 Hour)
  
  5022 90 6:30 p.m.-7:30 p.m.  
  (W) 10/23 DS $13

- **BLS108 BLS FOR MEDICAL AND PHARMACOLOGY** (1 Hour)
  
  5024 90 6:30 p.m.-7:30 p.m.  
  (W) 10/30 DS $13

- **BLS110 BASIC LIFE SUPPORT MEDICAL AND RESPIRATORY** (1 Hour)
  
  5025 90 7:30 p.m.-8:30 p.m.  
  (W) 10/30 DS $13

- **BLS112 BASIC LIFE SUPPORT MEDICAL CARDIOVASCULAR** (1 Hour)
  
  5028 90 8:30 p.m.-9:30 p.m.  
  (W) 10/30 DS $13

- **BLS114 BASIC LIFE SUPPORT MEDICAL DIABETES MBS** (1 Hour)
  
  5029 90 6:30 p.m.-7:30 p.m.  
  (W) 11/6 DS $13

- **BLS116 BASIC LIFE SUPPORT MEDICAL ALLERGIES** (1 Hour)
  
  5030 90 7:30 p.m.-8:30 p.m.  
  (W) 11/6 DS $13

- **BLS118 BASIC LIFE SUPPORT MEDICAL POISONING OD** (1 Hour)
  
  5031 90 6:30 p.m.-7:30 p.m.  
  (M) 11/4 DS $13

- **BLS120 BASIC LIFE SUPPORT MEDICAL ENVIRONMENTAL** (1 Hour)
  
  5033 90 7:30 p.m.-8:30 p.m.  
  (M) 11/4 DS $13

- **BLS122 BASIC LIFE SUPPORT MEDICAL BEHAVIORAL** (1 Hour)
  
  5034 90 8:30 p.m.-9:30 p.m.  
  (M) 11/4 DS $13

- **BLS124 BASIC LIFE SUPPORT TRAUMA** (3 Hours)
  
  5036 90 6:30 p.m.-9:30 p.m.  
  (W) 11/13 DS $39

  5037 91 6:30 p.m.-9:30 p.m.  
  (M) 11/18 DS $39

- **BLS126 BASIC LIFE SUPPORT MEDICAL OBSTETRICS GYNECOLOGY** (3 Hours)
  
  5038 90 6:30 p.m.-9:30 p.m.  
  (M) 11/25 DS $39

- **BLS128 BASIC LIFE SUPPORT INFANTS AND CHILDREN** (2 Hours)
  
  5047 90 6:30 p.m.-8:30 p.m.  
  (M) 12/2 DS $36

- **BLS130 BASIC LIFE SUPPORT OPERATIONS** (3 Hours)
  
  5048 90 6:30 p.m.-9:30 p.m.  
  (W) 12/4 DS $39

- **BLS132 BASIC LIFE SUPPORT MEDICAL SEIZURES** (1 Hour)
  
  5049 90 8:30 p.m.-9:30 p.m.  
  (W) 11/6 DS $13

- **BLS171 ANATOMY AND PHYSIOLOGY** (1 Hour)
  
  5050 90 7:30 p.m.-8:30 p.m.  
  (W) 10/23 DS $13

- **BLS172 MEDICAL TERMINOLOGY** (1 Hour)
  
  5052 90 8:30 p.m.-9:30 p.m.  
  (W) 10/23 DS $13

- **BLS174 BASIC LIFE SUPPORT MEDICAL LIFE SPAN DEVELOPMENT** (1 Hour)
  
  5053 90 8:30 p.m.-9:30 p.m.  
  (M) 12/2 DS $13

- **BLS175 MANDATORY UPDATES** (3 Hours)
  
  5054 90 6:30 p.m.-9:30 p.m.  
  (M) 9/16 DS $39

- **BLS176 MANDATORY UPDATES** (3 Hours)
  
  5055 90 6:30 p.m.-9:30 p.m.  
  (W) 9/18 DS $39

- **BLS177 MANDATORY UPDATES** (3 Hours)
  
  5057 90 6:30 p.m.-9:30 p.m.  
  (M) 9/23 DS $39

- **BLS178 MANDATORY UPDATES** (3 Hours)
  
  5058 90 6:30 p.m.-9:30 p.m.  
  (W) 9/25 DS $39

- **BLS179 MANDATORY UPDATES** (3 Hours)
  
  5059 90 6:30 p.m.-9:30 p.m.  
  (M) 9/30 DS $39

EMT104 PARAMEDIC REFRESHER

This course is designed to function in the challenge format or as a full refresher. Successful completion will lead to recertification through the New York State Department of Health. The program enriches the 2009 US DOT National Standard Curriculum and involves cognitive and psychomotor skills training in advanced pre-hospital care. To successfully complete the course, students must take either the challenge examinations or attend the full refresher. Failure to achieve a passing grade on any section of the challenge exam will require attendance at the appropriate class sessions identified in the student’s Individual learning contract. (60 Hours)

5061 90 9:00 a.m.-1:00 p.m.  
(S) 8/24-12/19 DS $700

ONLINE REGISTRATION: www.sunydutchess.edu/cfweb
Advanced Life Support

Any NYS Emergency Medical Technician - Paramedic participating in the New York State Continuing Medical Education Program is required to obtain core content curriculum instructed by a NYS Certified Instructor/Coordinator. The following are the Advanced Life Support core content curriculum classes that meet the NYS requirements. Registration for these classes also is open to anyone interested in gaining knowledge in the topic area.

**ALS101 PREPARATORY (4 Hours)**
- 5062 90 9:00 a.m.-1:00 p.m.
  (S) 9/14 DS $52
- (2 Hours)
  5063 91 1:00 p.m.-3:00 p.m.
  (S) 9/14 DS $26

**ALS103 ADVANCED LIFE SUPPORT ADVANCED AIRWAY MANAGEMENT (4 Hours)**
- 5064 90 9:00 a.m.-1:00 p.m.
  (S) 9/21 DS $52
- (2 Hours)
  5065 91 9:00 a.m.-11:00 a.m.
  (S) 9/28 DS $26

**ALS105 TRAUMA (4 Hours)**
- 5066 90 9:00 a.m.-1:00 p.m.
  (S) 9/28 DS $52
- 5067 91 9:00 a.m.-1:00 p.m.
  (S) 10/5 DS $52
- 5068 92 9:00 a.m.-1:00 p.m.
  (S) 10/19 DS $52

**ALS107 MEDICAL PULMONOLOGY (2 Hours)**
- 5069 90 11:00 a.m.-1:00 p.m.
  (S) 10/26 DS $26

**ALS109 ADV MEDICAL CARDIOLOGY (2 Hours)**
- 5070 90 11:00 a.m.-1:00 p.m.
  (T) 10/22 DS $26
- 5071 91 9:00 a.m.-11:00 a.m.
  (S) 11/2 DS $26

**ALS111 MEDICAL NEUROLOGY (1 Hours)**
- 5072 90 11:00 a.m.-12:00 p.m.
  (S) 11/2 $13

**ALS113 MEDICAL ENDOCRINOLOGY (1 Hour)**
- 5073 90 12:00 p.m.-1:00 p.m.
  (S) 11/2 $13

**ALS115 MEDICAL ALLERGIES AND ANAPHYLAXIS (1 Hour)**
- 5079 90 9:00 a.m.-10:00 a.m.
  (S) 11/9 $13

**ALS117 MEDICAL GASTROENTEROLOGY (1 Hour)**
- 5080 90 10:00 a.m.-11:00 a.m.
  (S) 11/9 $13

**ALS121 MEDICAL TOXICOLOGY (1 Hour)**
- 5081 90 11:00 a.m.-12:00 p.m.
  (S) 11/9 $13

**ALS123 MEDICAL HEMATOLOGY (1 Hour)**
- 5082 90 12:00 p.m.-1:00 p.m.
  (S) 11/9 DS $13

**ALS125 MEDICAL ENVIRONMENTAL (1 Hour)**
- 5084 90 9:00 a.m.-10:00 a.m.
  (S) 11/16 DS $13

**ALS127 MEDICAL INFECTIOUS AND COMMUNICABLE (1 Hour)**
- 5085 90 10:00 a.m.-11:00 a.m.
  (S) 11/16 DS $13

**ALS129 MEDICAL BEHAVIORAL (1 Hour)**
- 5086 90 11:00 a.m.-12:00 p.m.
  (S) 11/16 DS $13

**ALS131 SPECIAL CONSIDERATIONS NEONATOLOGY (1 Hour)**
- 5093 90 12:00 p.m.-1:00 p.m.
  (S) 11/23 DS $13

**ALS133 SPECIAL CONSIDERATIONS PEDIATRICS (2 Hours)**
- 5094 90 9:00 a.m.-11:00 a.m.
  (S) 12/7 DS $26

**ALS135 SPECIAL CONSIDERATIONS ABUSE AND ASSAULT (1 Hour)**
- 5095 90 12:00 p.m.-1:00 p.m.
  (S) 11/16 DS $13

**ALS137 SPECIAL CONSIDERATIONS CHRONIC CARE (2 Hours)**
- 5096 90 11:00 a.m.-1:00 p.m.
  (S) 12/7 DS $26

**ALS139 OPERATIONS (2 Hours)**
- 5097 90 3:00 p.m.-5:00 p.m.
  (S) 9/14 DS $26

**ALS141 MEDICAL OBSTETRICS AND GYNECOLOGY (3 Hours)**
- 5098 90 9:00 a.m.-12:00 p.m.
  (S) 11/23 DS $39

**ALS146 ADVANCED LIFE SUPPORT (4 Hours)**
- 5146 90 9:00 a.m.-1:00 p.m.
  (S) 8/24 DS $52

**ALS147 ADVANCED LIFE SUPPORT (4 Hours)**
- 5149 90 9:00 a.m.-1:00 p.m.
  (S) 8/24 DS $52
EMS Continuing Education

PRH051 PRE-HOSPITAL TRAUMA LIFE SUPPORT
The Pre-hospital Trauma Life Support (PHTLS) course is a unique continuing education program created in recognition of the real need in Emergency Medical Services education for additional training in the handling of trauma patients. This indispensable program is designed to enhance and increase knowledge and skills in delivering critical care in the pre-hospital environment. Designed for all provider levels. (16 Hours)

5099 90 8:00 a.m.-5:00 p.m. (S) 12/14-12/21 DS $165

PRH065 SKILLS FOR PRE-HOSPITAL PROVIDERS
The need to maintain proficiency in skills for the pre-hospital provider is a must. This open session will allow practice and CME proficiency verification at both the BLS and ALS levels. (4 Hours)

5100 90 6:00 p.m.-10:00 p.m. (T) 12/10 DS $35

PRH076 WEAPONS OF MASS DESTRUCTION
This is a Department of Homeland Security WMD Awareness Certification Course. It will cover a broad overview of responding to chemical, biological, radiological, nuclear and explosive incidents. Discussion will include various aspects of the local, state and federal response as well as a brief threat analysis of the current political situation. (3 Hours)

5101 90 6:00 p.m.-9:00 p.m. (T) 11/5 DS $45

PRH078 SPECIAL CONSIDERATIONS FOR THE ELDERLY PATIENT
Aging and the gradual decline of biological functions varies widely from one individual to another. The aging process is more complicated when considering changes in organ functions that occur at different rates. This class will help differentiate some of the normal age-related changes from the abnormal changes. We also will discuss some of the most common physiological changes associated with aging and the implications of these changes to the quality of EMS care provided to the elderly - one of the fastest-growing segments of our population. (3 Hours)

5103 90 6:00 p.m.-9:00 p.m. (R) 12/12 DS $30

PRH511 AMLS ADVANCED MEDICAL LIFE SUPPORT
The Advanced Medical Life Support (AMLS) course is a continuing education program designed to present pre-hospital providers with a standardized approach to adult medical emergencies. This course will introduce providers to a practical, complaint-based assessment method, enhance their ability to develop an accurate field impression and review effective management plans for most major medical emergencies. (16 Hours)

5104 90 8:00 a.m.-5:00 p.m. (S) 9/28-10/5 DS $165

Infection Control

NRS402 INFECTION CONTROL TRAINING FOR ALL MEDICAL AND DENTAL PERSONNEL
The goals of the infection control training requirements are to assure that licensed health professionals understand how blood-borne pathogens may be transmitted in the work environment. They will recognize their professional responsibility for assuring that they apply scientifically accepted infection control principles. Failure to adhere to such standards can be considered evidence of professional misconduct and could lead to disciplinary action. (2.5 Hours)

5250 10 9:00 a.m.-11:30 a.m. (S) 9/7 DCC R Dildilian $48
5251 11 9:00 a.m.-11:30 a.m. (S) 10/19 DCC R Dildilian $48
5252 12 9:00 a.m.-11:30 a.m. (S) 11/9 DCC R Dildilian $48
5253 13 9:00 a.m.-11:30 a.m. (S) 12/7 DCC R Dildilian $48
CPR

CPR002 BASIC LIFE SUPPORT FOR HEALTH CARE PROVIDERS
This course is intended for participants who provide health care to patients in a wide variety of settings, including in-hospital and out-of-hospital settings and teach the skills of CPR for victims of all ages including ventilation with a barrier device, a bag-mask device and oxygen, use of an automated external defibrillator, and relief of foreign-body airway obstruction. (7 Hours)
Required text: “American Heart Association BLS for Health Care Providers.” Text will be needed at the first class and can be purchased at the DCC Bookstore. American Heart Association completion cards are issued upon successful completion. Maximum class size 18.

CPR004 CPR RECERTIFICATION BASIC LIFE SUPPORT
This is an American Heart Association course. This course is for health care providers and other professional rescuers ONLY. This is the yearly update of basic rescuer skills.
Required text: American Heart Association BLS for Health Care Providers” is needed at the first class and can be purchased at the DCC Bookstore. Maximum class size 18. (4 Hours)

CPR005 HEARTSAVER AED
The Heartsaver CPR course is designed to teach Adult and Pediatric CPR and Relief of Foreign-body airway obstruction to all lay rescuers, particularly those who are expected to respond to emergencies in the workplace. Required text: “American Heart Association Heartsaver CPR: A Comprehensive Course for the LayResponder. Text can be purchased at the DCC Bookstore. Maximum class size 18. (3.5 Hours)

CPR006 BLS SKILLS TESTING
For skills testing appointment only. Call (845) 790-3620. (24 Hours)

CPR007 ALS SKILLS TESTING
For skills testing appointment only. Call (845) 790-3620. (24 Hours)

CPR009 CHILD BABYSITTING SAFETY
The objective of this course is to familiarize young adults with basic skills training and information that is necessary in caring for infants and children. This program will teach the importance of responsibility, recognizing an emergency, emergency action steps, personal safety, fire safety, water safety, infant care and basic first aid, CPR and choking management. The program is designed for young adults who will be babysitting or providing child and infant care. (6 Hours)

CPR105 FIRST AID
First Aid is the immediate care given to the injured or suddenly ill person. This training will focus on the first five minutes of care that could make a difference in saving lives, reducing recovery time, and quite possibly making the difference between temporary or lifelong disability for the victim. (3.5 Hours)
Required text: “American Heart Association First Aid.” Text is needed at first class and can be purchased through the DCC Bookstore. Maximum class size 18.

CPR503 PEDIATRIC ADVANCED LIFE SUPPORT PALS
The goal of this course is to provide the participant with information needed to recognize infants and children at risk for cardiopulmonary arrest. The class includes strategies needed to prevent cardiopulmonary arrest, and the cognitive and psychomotor skills needed for resuscitation and stabilization of infants and children in respiratory failure, shock or cardiopulmonary arrest. Previous experience in rhythm recognition recommended. (14 Hours) Textbook: Pediatric Advanced Life Support PALS, American Heart Association (AHA). Students are required to bring PALS checklist and Self-Assessment Test scores to class.
CPR504 ADVANCED CARDIAC LIFE SUPPORT ACLS
This course provides the skills and didactic information needed to handle events that may lead to or involve cardiac patients including post-arrest stabilization. The class includes practical experience with cardiac monitoring, advanced airway stabilization, and pharmacological interventions. Maximum class size 18. (14 Hours)
Required text: “American Heart Association Advanced Cardiac Life Support” written and published by the American Heart Association. Text is needed at first class.
5142 90 9:00 a.m.-4:00 p.m. (U) 9/14-9/21 DS $165

CPR505 ADVANCED CARDIAC LIFE SUPPORT EXPERIENCED PROVIDER ACLS EP
This class will allow students who already hold an ACLS certification to recertify their card in a whole new way. Day one is open to all current providers. Day two is for current instructors to become an instructor for ACLS EP. If you plan on attending as an instructor, you must attend both classes. (8 Hours)
Please contact the EMS office at (845) 790-3620 prior to registering for section 90 or 91.
Required Text for day one: “American Heart Association Advanced Cardiac Life Support Experience Providers”
5286 90 9:00 a.m.-5:00 p.m. (T) 9/10 DS $100
Required Text for day two: “American Heart Association Advanced Cardiac Life Support Instructor Package.”
5287 91 9:00 a.m.-5:00 p.m. (T) 9/17 DS $200

CPR509 PALS REFRESHER
Students are required to bring PALS checklist and Self-Assessment Test scores to class. (6 Hours)
5143 90 9:00 a.m.-4:00 p.m. (S) 10/19 DS $80

CPR510 ACLS REFRESHER
Students are required to bring the ACLS checklist and Self-Assessment Test scores to class. (6 Hours)
5144 90 9:00 a.m.-4:00 p.m. (S) 12/7 DS $80

PREPARE FOR A CAREER AS AN ALCOHOL AND SUBSTANCE ABUSE COUNSELOR
The courses meet the OASAS requirements. Five courses constitute the full 350-hour program. Individuals in recovery should have a minimum of two continuous years of recovery. Applicants must be at least 18 years old and have a high school diploma or GED certificate.

CAS101 ALCOHOLISM AND SUBSTANCE ABUSE EDUCATION
This course is an introduction to the basic knowledge of alcoholism and substance abuse. The physical and psychopharmacological effects of the use/abuse of alcohol and other drugs including those related to tobacco use. Fetal Alcohol Syndrome, disease concepts and an overview of the diversity of alcohol and substance abuse treatment approaches will be studied. Five Saturday Workshops: 9/21, 10/19, 10/26, 11/16, 11/23. Meeting time from 8 a.m. to 4 p.m. Text: "Drugs, Behavior and Modern Society” 7th edition by Charles F. Levinthal, Pearson Publishing, available at the DCC Bookstore. (85 Hours)
5181 10 6:30 p.m.-10:30 p.m. (TS) 9/10-12/3 DCC J Dehn $599

CAS103 ALCOHOLISM AND SUBSTANCE ABUSE COUNSELOR PART II
Knowledge of methods and techniques utilized in counseling special populations, relapse prevention, and problems of communicable diseases (HIV/AIDS, STD’s, T.B., etc.) will be examined. Particular attention will be given to the development of counseling skills necessary to effectively deal with special populations (e.g. male/ female, racial/ethnic, gay/lesbian and mentally ill, etc). Simulated interviews will be utilized to demonstrate practical application of techniques. Instruction specific to cultural competence will be discussed. In addition, the area of human growth and development will be dealt with in depth. (75 hours)
In addition to the Wednesday evening classes, four Saturday workshops will meet on 9/14, 10/4, 11/9 and 12/7 from 8 a.m. to 4 p.m. No classes on 11/27. (75 Hours)
5183 10 6:30 p.m.-10:00 p.m. (WS) 9/11-12/4 DCC J Dehn $494

CAS105 PROFESSIONAL AND ETHICAL RESPONSIBILITY AND DOCUMENTATION
The basic knowledge of counselor ethics and counselor-client relationships will be studied. Particular attention is given to issues regarding confidentiality, privileged communication, privacy, and ethical responsibilities, as well as legal issues and elements of documentation. The development of competence in the thorough understanding of the tenets of the Canon of Ethical Principles will be taught. Field work placement and evaluation are provided as part of the course. Attention will be given to ethics for addictions professionals. No classes on 10/14 and 11/11. (45 Hours)
5204 10 6:30 p.m.-10:00 p.m. (MS) 9/9-12/16 DCC J Dehn $583
Insurance

INS003 PROPERTY AND CASUALTY INSURANCE FOR AGENTS AND BROKERS
INTRODUCTION
This pre-licensing course is approved by the New York State (NYS) Department of Financial Services. Students who meet attendance requirements (three or less missed sessions) and earn a minimum of 70 on the final exam will receive a Certificate of Completion and will be qualified to sit for the NYS Licensing Examination. A passing grade on the state exam, along with the certificate and application will satisfy the Insurance Licensing requirements.

5247 10 6:30 p.m.-10:00 p.m. (TR) 9/10-1/14/14 DCC D Newman $733

INS007 PERSONAL LINES INSURANCE
This 45-hour course is designed to prepare the student for the New Personal Lines only License recently approved by the NY Insurance Department. This course is for candidates interested in specializing solely in the sale of personal lines property and casualty insurance policies. Individuals who choose this license option will not have the authority to sell, solicit or negotiate commercial policies. Individuals or entities interested in offering both personal and commercial products will need to be licensed as a Property & Casualty Agent or Broker.

5248 90 6:30 p.m.-10:00 p.m. (TR) 9/10-12/12 DS D Newman $277

Notary Public Exam Prep.

VOC203 PREPARING FOR THE NOTARY PUBLIC EXAM
This class will help prepare you for the Notary Exam in New York. It also will provide you with an overview of the licensing regulations. You will become familiar with the rules and regulations a notary must abide by as well as common issues you will see in performing your duties.

(3 Hours)

5271 90 6:00 p.m.-9:00 p.m. (M) 9/16 DS E Haddeland $37

5272 91 6:00 p.m.-9:00 p.m. (M) 10/21 DS E Haddeland $37

5273 92 6:00 p.m.-9:00 p.m. (M) 11/4 DS E Haddeland $37

Real Estate

REL131 REAL ESTATE SALESPERSONS QUALIFYING COURSE
Interested in a career in real estate? Register now for the New York State Approved Salesperson’s 75-hour licensing course. Topics include: law of agency, ownerships and interests, contracts, deeds, liens, taxes and assessments, transfer of title and closing, construction, finance, valuation, Human Rights and Fair Housing and more.

Note: In addition to passing the course final exam, passing a separate NYS exam is required for licensure.

90% ATTENDANCE REQUIRED.


Four Saturday classes: (dates TBA in class), from 9 a.m. to 3 p.m. (30 Hours)

5257 10 6:00 p.m.-9:00 p.m. (MRS) 9/9-12/5 DCC C Jones $599

Security Guard

SGT101 EIGHT-HOUR PRE-ASSIGNMENT TRAINING COURSE FOR SECURITY GUARDS
This course will cover an introduction to the Security Guard Act of 1992, the role of a security guard, legal powers and limitations, emergency situations, communications and public relations, access control, ethics and conduct and a course review. An examination also will be administered. There is a $5 fee for replacement of lost certificate. Additional fees: approximately $230 payable to other agencies for fingerprinting and background check. Materials fee $10. (8 Hours)

5171 10 8:00 a.m.-4:00 p.m. (S) 9/14 DCC R Bryant $83

5173 11 8:00 a.m.-4:00 p.m. (S) 10/19 DCC R Bryant $83

5175 12 8:00 a.m.-4:00 p.m. (S) 11/16 DCC R Bryant $83

5177 13 8:00 a.m.-4:00 p.m. (S) 12/14 DCC R Bryant $83

SGT104 EIGHT-HOUR ANNUAL IN-SERVICE SECURITY GUARD
This course will expand on the training security guards have received in the Pre-Assignment Course. Subjects will include: Role of a Security Guard, Legal Powers and Limitations, Emergency Situations, Communications and Public Relations, Ethics and Conduct, Report-Writing and Incident Command system. Additionally, the Head of Security will have the opportunity to have input concerning problems specific to situations encountered on a daily basis within his/her department. This course requires a minimum class of six students.

For information call Virginia Stoeffel at (845) 431-8900.
Small Business

PRF440 INVENTIONS AND PATENTS
An interactive workshop on creativity and the patent process, this presentation is designed for the layman and legal concepts are explained. Through simple illustrations, the lecture makes aspects of novelty easily understandable. The workshop includes the following topics: The creative approach - the idea. What is invention · Implementation · Innovation implementation. When is your invention patentable? new, useful, non-obvious? Novelty, prior art, and patentability, types of patents, the invention process, the disclosure and its contents, trade secrets, patents, and copyright patent search. (4 Hours)

5207  10  9:00 a.m.-1:00 p.m.  (F) 11/8  DCC  E Odescalchi  $44

PRF023 THE SUCCESSFUL PROFESSIONAL WOMAN
This one-of-a-kind interactive presentation is specifically designed for today’s women who want to succeed in business by enhancing their value to their organization. The presentation takes a candid humorous approach; how professional women can successfully climb the corporate ladder. It reviews the attributes of successful leaders and outlines the skills that make people want to emulate them, improving professional presence, advancing communications skills, creating a win-win atmosphere, selling themselves to rise to the top, etc. During the workshop, case studies are analyzed. (4 Hours)

5208  10  9:00 a.m.-1:00 p.m.  (F) 12/6  DCC  E Odescalchi  $44

PRF244 HOW TO HANDLE DIFFICULT PEOPLE
Everyone has to interact with difficult people. No matter what you do or where you go, there is no escaping these troublesome individuals. Life is always going to have its share of difficult people, but you can save yourself a world of misery, rage and pain by learning how to effectively handle them! Learn the tools you need to make your interactions with difficult people more manageable and less stressful and draining than you ever thought possible. (2 Hours)

5268  10  10:00 a.m.-12:00 p.m.  (S) 10/19  DCC  B Golden  $36

PRF246 PERSONAL AND PROFESSIONAL TIME MANAGEMENT
Do you have more to get done than there are hours in a day? Developing effective time management skills will enable you to hop off the time treadmill and accomplish more than you thought possible. Effective time management also is a key component to being successful in all you do. A beneficial side effect is reduced stress and increased satisfaction. You will learn how to better manage your time so you can get more done in less time. (2 Hours)

5267  10  10:00 a.m.-12:00 p.m.  (S) 9/28  DCC  B Golden  $36

PRF248 IMPROVING YOUR WORK LIFE BALANCE
Are you feeling overwhelmed? Do you find it challenging to juggle work demands and the rest of your life? Lots of people are experiencing frustration trying to achieve balance between their work and personal lives. This program will help you identify the causes of this stress, as well as recognize the symptoms. You will learn effective and practical techniques proven to help reduce stress by achieving better balance in your life. (2 Hours)

5269  10  10:00 a.m.-12:00 p.m.  (S) 11/16  DCC  B Golden  $36

SBS043 THE REALITIES OF RUNNING YOUR OWN BUSINESS
This course is for individuals thinking of starting their own business or those already in business. What are the obstacles of which you need to be aware? What are some of the keys to being an entrepreneur? To assist new or established business owners in overcoming problems that may get in the way of their success. Learn from someone who has “been there done that.” (3 Hours)

5266  10  10:00 a.m.-1:00 p.m.  (S) 9/7  DCC  L Milano  $42

SBS103 START AND RUN A HOME-BASED KITCHEN BUSINESS
Do you love to bake or cook? Would you like to earn money doing what you love? With minimal start-up money anyone can turn their kitchen into a lucrative business. Whether you’re interested in a part-time or full-time business, this course will guide you step-by-step through the entire process - from your initial idea through delivery of products to your customers. You will learn how to price, label and package products; how to find customers and keep records; and begin the process to obtain necessary legal permits. In the event you are unable to operate your business from home, alternatives will be discussed. (8 Hours)

5255  10  8:30 a.m.-4:30 p.m.  (S) 10/5  DCC  M Fix  $85
Fundraising

**PRF302 GRANT PROPOSAL WRITING WORKSHOP**
This interactive workshop teaches potential grant applicants the art of proposal writing in a format required by most funding sources. It reviews the basic elements of program planning, proposal preparation, funding sources and research materials. It assists grant seekers in locating a foundation that likely will fund their project - via library materials as well as online searching. It also reviews the Foundation Center Web site. (16 Hours)

5205 10 9:00 a.m.-1:00 p.m. (F)10/4-10/25 DCC E Odescalchi $180

**PRF435 SUCCESSFUL FUNDRAISING TECHNIQUES FOR NOT-FOR-PROFIT ORGANIZATIONS**
This interactive workshop focuses on the changing role of the Board, fundraising principles, why people give, how to start a fundraising effort, categories and methods of fundraising, raising money from major donors, “the asking” process, donor models, solicitations and informational materials, funding practices, successful fundraising and examples of creative fundraising events and how to plan them. (4 Hours)

5206 10 9:00 a.m.-1:00 p.m. (F) 11/1 DCC E Odescalchi $44

Green Technology

**VOC012 ELECTRICAL THEORY II**
This course continues on from Basic Electrical Theory I. Course includes wiring splicing, wiring a PV combiner box, connecting modules in series and parallel and monitoring output, and practicing current and voltage calculations. Students must bring scientific calculator. (14 Hours)

5276 10 5:30 a.m.-9:00 p.m. (TR) 10/1-10/10 DCC J Novak $176

Photovoltaics (PV)

**VOC016 NABCEP PHOTOVOLTAICS (PV) SYSTEMS ENTRY LEVEL CERT OF KNOWLEDGE**
This course is geared to sizing systems for both grid-tie and off-grid PV systems. Successful completion of the course prepares participants to take the NABCEP PV Systems Entry Level Exam. Class objectives include learning basic theory, operation, characteristics and parameters of solar cells; how to site, design, and install photovoltaic (PV) systems; solar resource, shading considerations, orientation and tilt for PV arrays; basic grid-tie and off-grid sizing and design of systems to power a given load, safety practices for installers and electrical code for PV systems. DCC provides this NABCEP PV Entry Level Program in partnership with the SUNY Clean Entry Technology (CETT) Consortium. (40 Hours)

Sunday, November 10, 2013 class meets from 8:30 a.m. - 5:30 p.m.
Required textbook: Photovoltaic Systems, Dunlop, 2nd Edition is available at DCC Bookstore.

5277 10 5:30 p.m.-9:00 p.m. (UTR) 10/15-11/14 DCC J Novak $599

**VOC013 PV ENTRY LEVEL EXAM REVIEW**
This course is for students who have completed “Introduction to Photovoltaic Systems” to help them to prepare for the NABCEP PV Entry Level Exam. This course will cover the NABCEP learning objectives and include specific test-taking advice. The NABCEP PV Entry Level Exam (approximately $99) will be registered for separately and scheduled with input from the students. This course is PV Entry Level Review followed by NABCEP PV Entry Level Exam. Date of exam TBA. (9 Hours)

5278 10 5:00 p.m.-9:30 p.m. (TR) 11/19-11/21 DCC J Novak $150
VOC026 PHOTOVOLTAIC SITE ASSESSMENT
The first step in photovoltaic installation is evaluating whether your customer’s site is suitable for a PV system. Learn how to perform a PV site assessment for a home or small business. Students will learn how to use Solar Pathfinder, Solmetric SunEyeTM and ASSETTM tools and software, how to recommend a system to meet the customer’s needs, provide a general cost estimate, recommend steps for energy efficiency, find and use free web-based tools, and write a PV site assessment report. Students will visit a site and perform necessary measurements to gather data for the report. This course qualifies as the education portion for nationally recognized certification as a Residential PV Site Assessor, available through the Midwest Renewable Energy Association (MREA).
Saturday, 12/7 class meets from 9 a.m. - 5:30 p.m.
Recommended: Prerequisite “Introduction to Photovoltaics” course, computer skills (web navigation, downloading files, word processing, spreadsheets), basic knowledge of algebra and trigonometry. Please bring: calculator, clip board, compass, digital camera and USB flash drive. (16 Hours)
5279 10 5:00 p.m.-9:00 p.m.  (TRS) 12/3-12/7 DCC J Novak  $400

VOC029 ADVANCED RESIDENTIAL PHOTOVOLTAIC SITE ASSESSOR
The instructor will guide you through the MREA Residential PV Site Assessor Certificate requirements. This course requires each student to independently complete two practice assessments outside of classroom time. Instructor will serve as a technology mentor to critique assessments and assist in working them in to an acceptable form to meet MREA requirements. Students will need to work independently to gather information for their reports including, but not limited to, utility bills and a shading analysis. The course will also review exam study materials. Certificate requires passing the MREA Residential PV Site Assessor Certificate Exam. Some site assessment equipment will be available for students to check out for use on their reports.
Prerequisites: Introduction to Photovoltaic (PV) Systems, Residential Photovoltaics (PV) Site Assessor. Math Skills including arithmetic, algebra, and basic trigonometry are required, as are computer skills including word processing, spreadsheets, email, and use of the internet. Students should have strong written and verbal skills. (8 Hours)
Recommended: Training in building energy efficiency. Each student will be working with the instructor outside of class to mentor and submit reports for their certificate.
5280 10 5:00 p.m.-9:00 p.m.  (T) 12/10-12/17 DCC J Novak  $750

Geothermal Installer

VOC191 IGSHPA ACCREDITED GEOTHERMAL INSTALLER / NATE CERTIFICATION
This three-day comprehensive workshop focuses on the planning, design and installation of geothermal heating and cooling systems. The course combines step by step examples of a local closed loop system designed for residential applications, as well as geothermal marketing and sales for small and large companies. (24 Hours)
5288 10 8:00 a.m.-5:00 p.m.  (RFS) 10/24-10/26 DCC P Tavino  $1,249

VOC192 SUSTAINABLE LANDSCAPE MANAGEMENT
Designed for facilities or grounds managers, Sustainable Landscape Management introduces you to the concepts and to make you improve the value, aesthetics, and function of your institution’s landscape. The class will use real work and theoretical examples to bring about how changes in landscape practices affect a landscape’s performance and how the landscape contributes to an institution’s overall sustainability. The goal of this class is to identify real steps toward sustainability that can be made through operational adjustments and not capital expenditure. Topics covered include the landscape assessment, mowing reduction, waste reduction, institutional composting (on-site mulch and soil amendment production and application) storm water management, basics, soil carbon-sequestration, edible and native plant establishment and care, and employee training and satisfaction. Additionally, opportunities to gain LEED credits or AASHE Stars credits will be identified. Certificate of Competency is offered for each attendee. Tuition includes training manuals and online resources for one year. (6 Hours)
5190 10 10:00 a.m.-12:00 p.m.  (R) 10/3-10/17 DCC W Sprengnether  $380
### PRF04 LEAN SIX SIGMA GREEN BELT PROGRAM

Lean Six Sigma has become a significant force within organizations in all sectors to optimize processes and drive out waste. The Green Belt training provides individuals with the tools necessary to clearly define a problem, gather and analyze data and information, and implement improvements that can be sustained. The results have been outstanding, with many organizations reporting significant financial benefits, enhanced customer satisfaction, and reduced costs. The sessions are highly interactive, and include classroom assignments and structured exercises. In addition, these participants are required to utilize the tool learned in the training on a project specified to their organization. The benefits of these projects typically more than cover the cost of training. Rochester Institute of Technology will be providing instructional staff. (91 Hours)

Classes meet the following dates: September 18, 19, October 2, 3, 16, 17, November 6, 7, 20, 21 and December 4, 5 and 19.

Cost: 1 participant...$3,700; 2 participants...$3,300 each; 3 or more...$2,997 each

<table>
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<tr>
<th>Date</th>
<th>Time</th>
<th>Week(s)</th>
<th>Class Type</th>
<th>Registration Code</th>
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<td>(WR) 9/18-12/19</td>
<td>DCC RIT</td>
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<td>5274</td>
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<td>8:30 a.m.-4:30 p.m.</td>
<td>(WR) 9/18-12/19</td>
<td>DCC RIT</td>
<td>$3,300</td>
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<td>5275</td>
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<td>8:30 a.m.-4:30 p.m.</td>
<td>(TBA) 9/18-12/19</td>
<td>DCC RIT</td>
<td>$2,997</td>
<td></td>
</tr>
</tbody>
</table>

### PRF042 EFFECTIVE LEADERSHIP

Developing effective leadership skills is crucial whether you have been managing staff for two weeks or 20 years. All students will receive an individualized profile assessment—this is approximately 20 pages of recommendations personalized for you to ensure you become a more effective leader in the workplace and in life. (6 Hours)

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Week(s)</th>
<th>Class Type</th>
<th>Registration Code</th>
<th>Description</th>
<th>Fee</th>
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<tbody>
<tr>
<td>5295</td>
<td>10</td>
<td>6:00 p.m.-9:00 p.m.</td>
<td>(T) 9/17-9/24</td>
<td>DCC R Mazin</td>
<td>$129</td>
<td></td>
</tr>
</tbody>
</table>

### PRF043 COMMUNICATION KEYS 21ST CENTURY

Technology provides terrific tools for workplace communications that can save time, improve understanding and help get results when used correctly. The explosive growth of email, texting and social media leaves little time for updates on business etiquette and techniques for effectiveness. Students will understand the communications process, think about their audience and use real written examples to identify frequently confused words, de-clutter language and rewrite email messages. (6 Hours)

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Week(s)</th>
<th>Class Type</th>
<th>Registration Code</th>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>5296</td>
<td>10</td>
<td>6:00 p.m.-9:00 p.m.</td>
<td>(T) 10/22-10/29</td>
<td>DCC R Mazin</td>
<td>$129</td>
<td></td>
</tr>
</tbody>
</table>

### VOC758 NEW YORK STATE CODE COMPLIANCE TECHNICIAN

This NYS DOS approved course introduces and prepares students to become New York State Code Compliance Technicians (CCT) in accordance with Title 19 NYCRR, Part 434 and 1203 (New York Code Rules and Regulations). Course content includes all material offered through the NYS Code courses 9A, 9B, and 9C. Topics include administration and enforcement, principles of fire-safe design, and inspection of existing buildings and facilities. Upon successful completion students will be eligible for CCT certification.

Potential students should include building inspectors, contractors, fire inspectors, housing inspectors, facilities managers, architects, engineers, home inspectors, firefighters, plans examiners, elected officials and anyone interested in Building and Fire Code Safety and Enforcement. (60 Hours)

100% participation required!

Required texts can be purchased at: http://shop.iccsafe.org/codes/state-and-local-codes/new-york-state.html


<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Week(s)</th>
<th>Class Type</th>
<th>Registration Code</th>
<th>Description</th>
<th>Fee</th>
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<tbody>
<tr>
<td>5285</td>
<td>10</td>
<td>4:00 p.m.-8:00 p.m.</td>
<td>(R) 9/5-12/19</td>
<td>DCC P Andreassen</td>
<td>$639</td>
<td></td>
</tr>
</tbody>
</table>
Attention Dutchess County Businesses:

Dutchess Community College has been awarded a workforce training grant. If you own or operate a business in Dutchess County, you can get your employees the expert training they need at a fraction of the regular cost!

Let us design a customized program perfect for your workforce needs. There are hundreds of classes available taught by expert instructors that cover everything from theory to hands-on instruction—most classes can be delivered directly at your site. There has never been a better time to achieve the workforce you’ve always envisioned.

Key Client Training Sectors
- Business
- Healthcare
- Manufacturing
- Non-Profit and Service
- Banking

Key Areas
- Management
- Technical Training
- Efficiency/Quality Control
- Computers and Programs
- Professional Development

To find out how we can deliver quality training and improve your bottom line, contact Virginia Stoeffel at (845) 431-8908 or virginia.stoeffel@suny dutchess.edu.

‘We are very grateful for the expertise provided by DCC’s Office of Community Services and Special Programs. With more than 1,000 employees, we needed customized workforce training that delivered results. The skills our employees have mastered are apparent every day when Adams Fairacre Farms customers remark, “I love that store!” The investment certainly has paid off.’

— Gaye E. Mallet
Director, Human Resources
Adams Fairacre Farms
Teen Classes

STU416 PREPARATION FOR SAT
Educational Services Centers test preparation program divides each three-hour class into math and verbal sessions. The math section reviews basic mathematical concepts, basic and advanced algebra, geometry and specific math. Verbal work includes sentence completion, reading comprehension, grammar, vocabulary-building and essay-writing. (24 Hours)
5179 10 6:30 p.m.-9:30 p.m. (TR) 9/12-10/30 DCC $429

CPR009 CHILD BABYSITTING SAFETY
The objective of this course is to familiarize young adults with basic skills training and information that is necessary in caring for infants and children. This program will teach the importance of responsibility, recognizing an emergency, emergency action steps, personal safety, fire safety, water safety, infant care and basic first aid, CPR and choking management. The program is designed for young adults who will be babysitting or providing child and infant care. (6 Hours)
5138 90 10:00 a.m.-4:00 p.m. (S) 10/26 DS $60

Also check out: Jazzy Dance for Teens on page 34 and Kids Sing Musical Theater on page 32.

Geek Camp

CCL220 GRAPHICS 3D BLENDER SOFTWARE GRADES 9-12
3D computer graphics has gained tremendous popularity with artists who create that content. Students will use Blender Software to learn 3D basics, create 3D objects and “worlds” and create 3D animations. Prerequisites: General knowledge of graphics software is helpful. (27 Hours)
5281 10 9:30 a.m.-12:30 p.m. (S) 9/28-11/16 DCC S Disbrow $275

CCL221 GAMING DESIGN GRADES 9-12
Course covers the fundamentals of game design and development using Java. Students will learn standard programming skills used in the creation of interactive software, including event handlers and concurrently running threads, and will consider the player’s perspective, making gameplay enjoyable and user-friendly. (27 Hours)
5282 10 9:30 a.m.-12:30 p.m. (S) 9/28-11/16 DCC K Jayne $275

CCL222 ANDROID APP DEVELOPMENT GRADES 7-12
Using the MIT App Inventor software, students will learn to create applications that can run on their Android tablets and phones. This software allows drag-and-drop programming for getting apps built with a minimum of programming knowledge. Sample projects include simple games, controllers for Lego Robotics robots, and more. (27 Hours)
5283 10 9:30 a.m.-12:30 p.m. (S) 9/28-11/16 DCC $275
Driver Education

DRV001 NEW YORK STATE “FIVE-HOUR” PRE-LICENSING COURSE
In order to obtain a driver's license in New York, NYS DMV requires that all permit holders successfully complete a five-hour program.
Requirements: Pre-registration required. Must bring NYS Permit. Arrive at scheduled time for processing—late arrivals will not be admitted.

DCC Main Campus

<table>
<thead>
<tr>
<th>Course</th>
<th>Time</th>
<th>Date</th>
<th>Location</th>
<th>Instructor</th>
<th>Cost</th>
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<tr>
<td>5212</td>
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<tr>
<td>5213</td>
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<tr>
<td>5214</td>
<td>5:00 p.m.-10:00 p.m.</td>
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<tr>
<td>5215</td>
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<td>(W) 12/18</td>
<td>DCC</td>
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DCC South

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<thead>
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<th>Location</th>
<th>Instructor</th>
<th>Cost</th>
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<tbody>
<tr>
<td>5298</td>
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<td>5299</td>
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<td>5300</td>
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<td>5301</td>
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<td>(R) 12/12</td>
<td>DS</td>
<td>Firehock</td>
<td>$41</td>
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</table>

DRV102 TRAFFIC SAFETY AND DRIVER EDUCATION
Learn proper driving techniques, laws and responsibilities applicable to driving in New York state. Successful completion of this 48-hour course (24 classroom/24 on road driving instruction) includes the five-hour NYS Pre-Licensing course (listed above), certificate earned meets requirement to schedule a road test and earn a senior license by age 17, possible high school credit (check with district) and an approximate 10-15% premium insurance reduction.
Requirements: 16 years old and hold a NYS Permit or License by September 17, 2013. Pre-register prior to Orientation.

Mandatory attendance for all classes.


MANDATORY ORIENTATION: Thursday, September 13, 2013 from 6:30 p.m. - 8 p.m. at the Main Campus (DCC). Parents are strongly encouraged to attend with student. Road hours are assigned at orientation in the order registrations were received, so register as soon as you are sure you have the flexibility in your schedule to attend all required hours as outlined below.

Class Hours: 5:30 - 7 p.m.; Start: Wed., Sept. 18, 2013; End: Sat., Jan. 22, 2014
Road Hours: scheduled in 90 minute blocks of time on Wed. from 3:45 - 5:15 p.m. and Sat. from 9 a.m. - 3 p.m. and end Sat., Jan 25th (weather dependent)

<table>
<thead>
<tr>
<th>Course</th>
<th>Time</th>
<th>Date</th>
<th>Location</th>
<th>Instructor</th>
<th>Cost</th>
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<td>5302</td>
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<td>(WS) 9/18/13 - 1/22/14</td>
<td>DCC</td>
<td>C Firehock</td>
<td>$495</td>
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</table>

DRV201 POINT AND INSURANCE REDUCTION PROGRAM
This NYS-DMV approved six-hour class entitles licensed drivers or permit holders to a 10% reduction in their liability, collision and No-Fault insurance. Topics include review of safe driving tips as well as updated vehicle and traffic laws. Completion of this class can reduce up to four points off your record. (6 Hours)
Pre-registration required. Late arrivals will not be admitted.

<table>
<thead>
<tr>
<th>Course</th>
<th>Time</th>
<th>Date</th>
<th>Location</th>
<th>Instructor</th>
<th>Cost</th>
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<td>DCC</td>
<td>M Sheehan</td>
<td>$52</td>
</tr>
<tr>
<td>5210</td>
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<td>(S) 10/19</td>
<td>DS</td>
<td>M Sheehan</td>
<td>$52</td>
</tr>
<tr>
<td>5211</td>
<td>9:00 a.m. - 3:30 p.m.</td>
<td>(S) 11/9</td>
<td>DS</td>
<td>M Sheehan</td>
<td>$52</td>
</tr>
</tbody>
</table>
PERSONAL ENRICHMENT

Advanced Motorcycle Training
All courses are for experienced riders using their own motorcycle and gear.

**DRV302 TOTAL CONTROL - ADVANCED RIDING CLINICS (TC-ARC)**
Improve Your Riding From Every Angle: Cornering technique is the primary focus of the Total Control - ARC. Total Control - Advanced Riding Clinics (TC-ARC) are based on the Best Selling Book “Total Control” by Lee Park (published by MBI). Level 1 and 2 plus Skills drill are offered. Come learn what the Pros know! All makes and model motorcycles are welcome. Spots are limited to a 6:1 Student:Teacher ratio. (10 Hours)

Classes fill fast, register today! www.CksKickStart.com

Requirements: All students must provide their own motorcycle and have at least one year of riding experience (approximately 2,500 miles or more). Protective gear is required for all students, which includes a DOT-approved helmet (full-face recommended), motorcycle jacket and pants, gloves, and boots that cover the ankles. Jeans and fingerless gloves are not acceptable, but Kevlar jeans will be accepted. Leather Chaps are fine for large Cruisers. This course is authored by Lee Park.

---

**TC-ARC Skill Drill Level 1**
Want more time out on the range? Practice all the new skills you learned in the TC-ARC Level 1 with a Skills Drill event! We will set up each range exercise from Level 1 for you to ride drills out on the range. No classroom. Bring your own motorcycle and full riding gear. (4 Hours)
Pre-requisite for Skill Drill is completion of TC-ARC Level 1.

---

**TC-ARC Skill Drill Level 2**
Takes off where the original TC-ARC left off. More challenging exercises from the best-selling book “Total Control” plus some exciting new ones! Topics covered include: riding psychology, speed shifting, trail braking into a turn, decreasing arc mid-corner, decreasing radius turns, chassis setup, quick stops and TC Solo. In TC Solo, we combine the skills from Level 1 and 2 and experience them at significantly higher speeds, mimicking the g-forces of track riding. All students must provide their own motorcycle and FULL gear is required. (10 Hours)
Holistic Offerings

LES428 THE KITCHEN HERBALIST ... YOUR HOME APOTHECARY!
For those of you who love to cook with spices, you already are a practicing herbalist. This class will assist the participant in connecting with the use of spices not only for their taste but for their medicinal applications. Unleash the warming, circulating and nourishing potential of utilizing herbs as food medicine in your home kitchen. The seminar will discuss the uses of common spices as well as introducing other tonic herbs to be used in teas, soups, stews, stocks and porridge recipes. Recipes will be provided as well as spice/herb sampling. $20 materials fee included in cost of course. (4 Hours)
5244  90  6:00 p.m.-8:00 p.m.  (TR) 10/1-10/3  DS  L Hughes  $59

LES429 INTRO TO FOOT REFLEXOLOGY
This two-class series will introduce to the general public the history and overview of Reflexology. Each student will receive a Foot Map and hands-on experience along with self-care techniques for use on themselves and family members. This class also will outline when Foot Reflexology is appropriate. (4 Hours)
$5 materials fee is included in the cost of class.
5242  90  6:00 p.m.-8:00 p.m.  (WR) 10/23-10/24  DS  L Hughes  $45

LES430 AN INTRODUCTION TO AYURVEDA ... THE WISDOM OF LIFE
Create vibrant health by connecting to your true nature. This four-hour class will focus on determining one’s Prakruti or original constitution, which will be expressed through the predominating dosha combination (one of three bodily humors - wind, bile or phlegm - that make up one’s constitution). The doshas are known as Vata, Pitta and Kapha. Once determined, student will then be able to serve their Prakruti and attain balanced health by harmonizing one’s diet and lifestyle appropriately.
$20 materials fee included in the cost of class. (4 Hours)
5245  90  6:00 p.m.-8:00 p.m.  (TR) 10/8-10/10  DS  L Hughes  $59

SPT119 A SAILING WEEKEND FOR NEW SAILORS
Here is your opportunity to learn how to sail in a “hands-on-helm” environment. The course is offered by a licensed USCG instructor using a Catalina Sailboat, a 27-foot cruiser with auxiliary diesel engine. The sailing materials being covered are directly applicable to all sailboats. Course begins with a brief weeknight lecture to introduce students to the principles of sailing and basic sailing terminology. Later the same week, students participate in two 3-hour sails out of a local marina to obtain on-the-water experience. Sails will be arranged with the instructor in groups of four students for weekends during each section’s organization meeting. Sails will depart from White’s Marina, New Hamburg, NY. (In case of inclement or unfavorable weather, an alternate group date will be made available in consultation with the instructor within two weeks whenever possible.)
Textbooks: $25 available from instructor (8 hours).
Class meets Tuesday, 9/10; Sail dates: Saturday, 9/14 and Sunday, 9/15
5161 10  6:00 p.m.-8:00 p.m.  (UTS) 9/10-9/15  DCC  $216

Class meets Tuesday, 9/17; Sail dates: Saturday, 9/21 and Sunday 9/22.
5163 11  6:00 p.m.-8:00 p.m.  (UTS) 9/17-9/22  DCC  J David  $216

ONLINE REGISTRATION: www.sunydutchess.edu/cfweb
Digital Photography

LES702 INTRODUCTION TO DIGITAL PHOTOGRAPHY
This course is designed to introduce some basic photographic techniques and give students a better understanding of how to use their digital cameras. Topics covered will be photography fundamentals, digital camera functionality, and techniques in the art of photographic composition. Students will bring their own camera to class. (12 Hours)
5153 10 6:00 p.m.-9:00 p.m. (MW) 9/30-10/9 DCC J Weisbrod $99

LES703 THE ART OF PHOTOGRAPHY
This course addresses terms including the Rule of Thirds, Golden Ratio, and Golden Spiral and shows how to improve photographs so they look more professional. The student can expect to learn the difference between taking pictures, taking photographs, and creating art. Students will bring their own camera to class. (9 Hours)
5158 10 6:00 p.m.-9:00 p.m. (MWF) 11/4-11/8 DCC J Weisbrod $89

LES704 ADVANCED DIGITAL PHOTOGRAPHY - WORKFLOW AND EDITING
This course covers the basics of editing and organizing your digital photographs. It is designed for amateur and advanced amateur photographers who want to learn techniques for organizing, storing, and editing their growing collection of digital images. (12 Hours)
5159 10 6:00 p.m.-9:00 p.m. (MW) 11/11-11/20 DCC J Weisbrod $99

LES705 INTRODUCTION TO ADOBE LIGHTROOM
This introductory course covers essential topics for Lightroom users including learning and customizing the Lightroom desktop, setting preferences, understanding Lightroom catalogues, importing photos, editing techniques, using Lightroom tools, creating and using Lightroom presets, exporting photos, and other topics related to Lightroom. Students will need to bring a laptop to class with a licensed copy of Adobe Lightroom (Version 3 or newer). (21 Hours)
5160 10 6:00 p.m.-9:00 p.m. (MWF) 12/2-12/18 DCC J Weisbrod $249

Write Your Own Story

LES141 JOURNALING YOUR PAST
Whether you are an experienced journal writer (starting with childhood diaries) or are just beginning the process of collecting your thoughts, this workshop will help you navigate your way through to a journal that expresses who you are, where you’ve been, and where you’re headed. Come join the fun! Students should bring notebook (loose-leaf) paper, a 2- or 3-ring binder, and a pencil or pen. (12 Hours)
5259 10 4:00 p.m.-6:00 p.m. (S) 9/7-10/12 DCC D Stillwood $92
5260 11 4:00 p.m.-6:00 p.m. (S) 10/19-11/23 DCC D Stillwood $92

LES146 WHAT’S YOUR STORY
This course will use excerpts from “I Remember,” by Joe Brainard, as a starting point to help students rediscover and document their own memories. Using these lists - and going beyond journal writing into study of character, scene and motivation - students will refine one or more memories into a longer essay, expanding on factual as well as sensory details and developing each piece into a work that can capture the interest of both writer and reader. (12 Hours)
5256 90 6:00 p.m.-8:00 p.m. (R) 9/12-10/17 DS D Stillwood $92

LES149 PERSONAL STORIES: ART AND CRAFT OF THE WRITTEN WORD
Everyone has a story to tell, and most of us can tell them well; putting our stories onto a well-written page requires a set of different skills, which you will explore in this class. Using the workshop format, class members will review each other’s work, looking for specific ways to edit and refine the writing into a polished piece. (12 Hours)
5258 90 6:00 p.m.-8:00 p.m. (R) 10/24-12/5 DS D Stillwood $92

For music classes and lessons see pages 28-34.
**Dog Training**

**NRS712 AKC CGC THERAPY DOG TRAINING**

This course is taught according to the AKC CGC Guidelines (please get more details at AKC.org) and Therapy Dog International. I will train you and your dog to be able to walk and behave calmly around all types of distractions such as other dogs, people, items on the floor and medical equipment. Dog owner teams will be tested and evaluated on the 7th week for temperament and training that ensures proper behavior in the home and community as well as being able to pass a Therapy Dog Test. Upon passing the AKC portion of the test you will be provided with the necessary paperwork to submit to the AKC to register your dog as a Canine Good Citizen for life. A list of Therapy dog evaluators will be provided should you wish to have your dog tested to become a therapy dog and make visits to hospitals, nursing homes and schools. This course ensures that the dog has the temperament and training to work in stressful situations with composure and good manners, along with ensuring that the dog/owner teams can work confidently together at all times. (6 Hour)

<table>
<thead>
<tr>
<th>Course</th>
<th>Duration</th>
<th>Start Dates</th>
<th>End Dates</th>
<th>Instructor</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>LES700 PUPPY FOUNDATION TRAINING - AKC S.T.A.R. PROGRAM</td>
<td>6 Hours</td>
<td>5236 90 12:30 p.m.-1:30 p.m.</td>
<td>9/7-10/19</td>
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<td>$110</td>
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<tr>
<td>LES700 PUPPY FOUNDATION TRAINING - AKC S.T.A.R. PROGRAM</td>
<td>6 Hours</td>
<td>5237 91 11:00 a.m.-12:00 p.m.</td>
<td>11/2-12/14</td>
<td>DS C Munnier</td>
<td>$110</td>
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<tr>
<td>LES701 ADVANCED BASIC OBEDIENCE</td>
<td>6 Hours</td>
<td>5240 90 2:00 p.m.-3:00 p.m.</td>
<td>9/7-10/19</td>
<td>DS C Munnier</td>
<td>$110</td>
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</tbody>
</table>

**Language**

**LAN601 SUCCESS IN SPANISH LEVEL I**

Do you need this language to talk to people you interact with in your job? Would you like to be ready for your next vacation in Mexico, Spain, Central or South America? With basic language structures, vocabulary and practice, you will start communicating in Spanish. A patient, native speaker and experienced teacher will guide you through audio, visual and interactive exercises. Required text: “Exitos en espanol - Nivel 1” with CD available from the instructor in the first class for $29. (24.75 Hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Duration</th>
<th>Start Dates</th>
<th>End Dates</th>
<th>Instructor</th>
<th>Price</th>
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</thead>
<tbody>
<tr>
<td>LAN601 SUCCESS IN SPANISH LEVEL I</td>
<td>24 Hours</td>
<td>5261 90 6:45 p.m.-9:00 p.m.</td>
<td>9/17-11/26</td>
<td>DS A Delgado</td>
<td>$218</td>
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</table>

**LAN116 BEGINNING CONVERSATIONAL FRENCH**

This course is designed to give students basic knowledge of the French language. You will learn to confidently use simple phrases and vocabulary in a variety of typical social and leisure settings, to understand and to apply basic grammar in context. You also will have the opportunity to learn about France, its culture and traditions. December 5 make up class if needed. (22 Hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Duration</th>
<th>Start Dates</th>
<th>End Dates</th>
<th>Instructor</th>
<th>Price</th>
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<tbody>
<tr>
<td>LAN116 BEGINNING CONVERSATIONAL FRENCH</td>
<td>22 Hours</td>
<td>5246 90 9:00 a.m.-11:00 a.m.</td>
<td>9/12-11/23</td>
<td>DS M Sbordone</td>
<td>$225</td>
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**LAN707 A LITTLE BIT OF RUSSIA INTRODUCTION**

This course covers the practical use of the language and begins with learning the Russian alphabet, special sounds and simple conversation. Besides the language, students will explore the origins of Russian traditions, folklore and some aspects of culture. Class methods include: practical lessons, conversation and role playing. The instructor is a native Russian speaker. (15 Hours)

<table>
<thead>
<tr>
<th>Course</th>
<th>Duration</th>
<th>Start Dates</th>
<th>End Dates</th>
<th>Instructor</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAN707 A LITTLE BIT OF RUSSIA INTRODUCTION</td>
<td>15 Hours</td>
<td>5216 10 6:30 p.m.-8:00 p.m.</td>
<td>10/15-12/19</td>
<td>DCC N Baranova</td>
<td>$180</td>
</tr>
<tr>
<td>LAN709 RUSSIAN INTERMEDIATE I</td>
<td>15 Hours</td>
<td>5217 10 6:30 p.m.-8:00 p.m.</td>
<td>10/16-1/22/14</td>
<td>DCC N Baranova</td>
<td>$180</td>
</tr>
</tbody>
</table>
ESL LOCATION KEY:

01s BRC  Beacon Community Resource Center, 23 West Center Street, Beacon
10s DCC  Main Campus, 53 Pendell Road, Poughkeepsie
20s NDI  Nubian Directions, 248 Main Street, Poughkeepsie
50s NEC  Northeast Community Center, Millerton
50s ATH  Amenia Town Hall, 368 Mechanic Street, Amenia
80s HVC  Hudson Valley Cerebral Palsy Center, 15 Mount Ebo Road, Brewster
80s PHS  Pawling High School, Pawling
82s DES  Dover Elementary School, Dover Plains
90s DS  DCC South, Hollowbrook Office Park, 31 Marshall Road, Blvd 4, Wappingers Falls

Textbooks required for all ESL levels. Assessment will be administered to determine appropriate level. Textbooks available for purchase at the DCC bookstore.

ESL100 ENGLISH AS A SECOND LANGUAGE FOR BEGINNERS
This course covers the skills of listening, speaking, reading and writing, with particular emphasis on listening and speaking. The primary goal of this course is to teach communicative competence. This course will prepare students to use English for everyday purposes with a focus on student-generated communication. (84 - 90 Hours)
Sections 01, 11 and 25 - no class 11/28. Section 10 and 90 - no class 11/27.
Section 52, 81 and 82 - no class 10/14, 11/11 and 11/27/13.

ESL114 LEARNING ENGLISH INTERMEDIATE
This course will offer students an opportunity to practice and refine their English language skills. It is geared toward the intermediate level students. Intermediate students will develop their basic English skills through vocabulary, grammar and a focus on American culture.
Group discussion of literary ready, current events and everyday life will aim to improve their English speaking skills. (90 Hours)

ESL123 INTERMEDIATE LEVEL III ESL
This course will focus on emphasizing higher-level language activities such as reading with increased understanding, use of more complex vocabulary and written tasks. (60 Hours)

ESL133 CONVERSATION AND VOCABULARY ESL INTERMEDIATE
Using a wide variety of mainstream publications, such as newspapers, magazines, short stories and tabloid journals, this course will offer students a chance to practice and refine their English speaking skills. (90 Hours) No class on 11/28.

ESL134 ESL FOR CONVERSATION
The ESL conversation class is for students who need a place to practice English conversation. The instructor will guide conversations using a variety of games, movies, and readings. As students practice their conversational skills the instructor will give them appropriate grammar corrections and suggest new vocabulary. This class is for students who already have a good understanding of English (intermediate or higher). (90 Hours) No class 11/28.
ESL CLASSES

ESL151 WRITING FOR ESL STUDENTS
This course gives students the opportunity to learn, review, and practice reading and writing skills necessary for basic level functions. (84 Hours)
No class 11/28/13
5060 90 9:00 a.m.-12:00 p.m. (MW) 9/4-12/18 DS A Boss $20

ESL154 CONVERSATION AND VOCABULARY IN AMERICAN CULTURE
This is an intermediate-level class taught as an integrated skills class: Reading, writing, speaking and listening with emphasis on American culture as a theme. (58 Hours)
5284 90 6:00 p.m.-8:00 p.m. (TR) 9/5-12/17 DS $20

GENERAL EDUCATION DEVELOPMENT

Dutchess Community College established a series of seminar-based programs for individuals who are looking forward to improving their job opportunities by earning their GED®. Emphasis will be on improving writing and math skills using creative thinking and problem-solving strategies.

HOW TO REGISTER
If you are ages 17 or 18, call 431–8905 to make an appointment for the GED® program coordinator to meet with you and your parent or guardian.

If you are 19 or older, you may register in person at one of the class locations during class times only, at the Office of Community Services on the main campus, or at the main office at DCC South.
You must have a state–issued ID (license, permit, non-driver ID, or passport) with you. There are no refunds for GED® programs.

GED LOCATION KEY:
03 BCRC Beacon Community Resource Center, 23 West Center Street, Beacon
10s DCC Main Campus, 53 Pendell Road, Poughkeepsie
20s COC Circle of Courage, Union Street, Poughkeepsie
20s NDI Nubian Directions, 248 Main Street, Poughkeepsie
50s NEC Northeast Community Center, Millerton
80s HVCP Hudson Valley Cerebral Palsy Center, 15 Mount Ebo Road, Brewster
80s PHS Pawling High School, Pawling
80s PTH Pawling Town Hall, Pawling
82s DES Dover Elementary School, Dover Plains
90s DS DCC South, Hollowbrook Office Park, 31 Marshall Road, Bld 4, Wappingers Falls

GED002 GED TRANSITIONS
Improve reading, writing, and math skills. Small classroom seminars. Prepare for admission to credit classes. Sections 04, 25, 80 - 183 Hours; Section 05 - 90 Hours.
5078 04 6:00 p.m.-9:00 p.m. (MTWR) 9/4-12/19 BCRC J Megna $20
5087 05 9:00 a.m.-12:00 p.m. (MTWR) 9/4-12/18 BCRC H Hines $20
5092 25 6:00 p.m.-9:00 p.m. (MW) 9/4-12/19 NDI D Long $20
5111 80 6:00 p.m.-9:00 p.m. (MTWR) 9/4-12/19 PTH A Hunt $20

GED003 GED PREPARATION
(2 sessions per week) Improve reading, writing, and math skills in small classroom seminars. Section 10 - no class 11/27. Section 11 - no class 11/28. (90 Hours)
5112 10 6:30 p.m.-9:30 p.m. (MW) 9/4-12/18 DCC E Toohey $20
5114 11 6:30 p.m.-9:30 p.m. (TR) 9/5-12/19 DCC E Toohey $20
5115 50 6:00 p.m.-9:00 p.m. (TR) 9/5-12/19 NEC A Clune $20
5117 80 5:30 p.m.-8:30 p.m. (TR) 9/5-12/19 HVCP R Hanley $20
5120 82 6:00 p.m.-9:00 p.m. (MW) 9/4-12/18 DES D Ham $20
5121 90 6:30 p.m.-9:30 p.m. (TR) 9/5-12/19 DS J Bell $20

ONLINE REGISTRATION: www.sunydutchess.edu/cfweb
GED CLASSES

GED007 GED TRANSITIONS PLUS
(4/5 sessions per week) Improve reading, writing, and math skills in small classroom seminars and prepare for admission to credit classes.
(Sections 01, 10, 26, 90 - 456 Hours; Section 11 - 183 Hours; Section 20 - 438 Hours)

<table>
<thead>
<tr>
<th>Section</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
<th>Fee</th>
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<tr>
<td>5122</td>
<td>MTWF</td>
<td>8:00 a.m.-2:00 p.m.</td>
<td>(MTWRF) 9/4-12/20</td>
<td>BCRC</td>
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<td>5123</td>
<td>10</td>
<td>8:00 a.m.-2:00 p.m.</td>
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<td>5124</td>
<td>11</td>
<td>2:00 p.m.-5:00 p.m.</td>
<td>(MTWR) 9/4-12/19</td>
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<td>5125</td>
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<td>8:30 a.m.-2:30 p.m.</td>
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<td>5126</td>
<td>26</td>
<td>9:30 a.m.-2:30 p.m.</td>
<td>(MTWRF) 9/4-12/20</td>
<td>NDI</td>
<td>J Janney</td>
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<td>5127</td>
<td>90</td>
<td>8:00 a.m.-2:00 p.m.</td>
<td>(MTWRF) 9/4-12/18</td>
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<td>J Zangerle</td>
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GED016 SPANISH GENERAL EDUCATION DEVELOPMENT FOR GED (GED en español)
(Sessions and hours vary) Designed for students whose first language is Spanish.
All instruction in Spanish.
(Sesiones y horas varían) Diseñado para los Estudiantes cuyo primer idioma es el español.
La instrucción es toda en Español. (lunes y miércoles)

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<thead>
<tr>
<th>Section</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
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<tr>
<td>5128</td>
<td>01</td>
<td>9:00 a.m.-1:00 p.m.</td>
<td>(S) 9/7-12/21</td>
<td>BCRC</td>
<td>E Huincho</td>
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<tr>
<td>5129</td>
<td>03</td>
<td>6:00 p.m.-9:00 p.m.</td>
<td>(MW) 9/4-12/18</td>
<td>BCRC</td>
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<td>5130</td>
<td>10</td>
<td>6:30 p.m.-9:30 p.m.</td>
<td>(MW) 9/4-12/18</td>
<td>DCC</td>
<td>J Jaramillo</td>
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<tr>
<td>5131</td>
<td>11</td>
<td>9:00 a.m.-1:00 p.m.</td>
<td>(MW) 9/4-12/18</td>
<td>DCC</td>
<td>J Huincho</td>
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<td>5132</td>
<td>25</td>
<td>3:30 p.m.-6:30 p.m.</td>
<td>(MWR) 9/4-12/19</td>
<td>NDI</td>
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<td>50</td>
<td>6:00 p.m.-9:00 p.m.</td>
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<td>NEC</td>
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<td>51</td>
<td>9:00 a.m.-1:00 p.m.</td>
<td>(S) 9/7-12/21</td>
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<td>80</td>
<td>6:00 p.m.-9:00 p.m.</td>
<td>(TRF) 9/5-12/20</td>
<td>PHS</td>
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<tr>
<td>5152</td>
<td>82</td>
<td>6:00 p.m.-9:00 p.m.</td>
<td>(MW) 9/4-12/18</td>
<td>DES</td>
<td>J Saquicela</td>
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<td>5154</td>
<td>83</td>
<td>6:30 p.m.-9:30 p.m.</td>
<td>(MW) 9/4-12/18</td>
<td>HVPC</td>
<td>J Rodriguez</td>
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<tr>
<td>5157</td>
<td>84</td>
<td>6:30 p.m.-9:30 p.m.</td>
<td>(TRF) 9/5-12/19</td>
<td>HVPC</td>
<td>G Newman</td>
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<td>5165</td>
<td>90</td>
<td>5:30 p.m.-9:30 p.m.</td>
<td>(MW) 9/4-12/18</td>
<td>DS</td>
<td>J Cuellar</td>
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</table>
Whether for personal growth or preparation for a musical career, studying with a professional performing musician will provide a lifetime of enrichment. The Music School at DCC has offered instruction since 1972. Non-credit classes and lessons are offered for children and adults.

**PLEASE REGISTER EARLY!**
**PHONE:** (845) 431-8910  
Monday - Thursday 8 a.m. - 8 p.m. and Friday 8 a.m. - 5 p.m.  
**FAX:** (845) 431-8988  
**ONLINE:** www.sunydutchess.edu/continuingeducation/musicschool

Fall 2013: Sept. 3 - Dec. 20  
Returning private lesson students register prior to 8/31/13 to reserve your lesson time.

**HOLIDAYS:**  
Sept. 2 Labor Day  
Nov. 28-Dec. 1 Thanksgiving Recess  
No classes after Dec. 20

**STUDENT RECITALS**  
Saturday, December 14  
1:00 p.m. - children age 12 and under  
3:00 p.m. - teens ages 13 to 18  
4:30 p.m. - adults  
Note: some programs hold their own recitals

HELEN AYANIAN’S GUITAR PARTIES  
Saturday, December 7

**SPECIAL EVENT**

**RHYTHMS OF THE GAME: HOW TO PERFORM AT YOUR BEST**  
**A TALK BY MUSIC PROFESSOR DAVID GLUCK**  
Tuesday, September 24, 6 -7 p.m.  
James and Betty Hall Theatre, Dutchess Hall  
Free Admission

Take a journey from “good” to “great.”  
SUNY Purchase Professor David Gluck will discuss how elite athletes and artists conquer fears, embrace failure and ultimately achieve extraordinary success. The presentation also explains how techniques that work for athletes and musicians can work for anyone, anywhere—whether it’s on a concert stage or an athletic field, in a classroom or even in the office.

David Gluck is co-author, with Bernie Williams and Bob Thompson, of “Rhythms of The Game: The Link Between Musical and Athletic Performance.”

Co-sponsored by The Performing, Visual Arts and Communications Department and The Music School at Dutchess Community College.

**Home-schooled Children**  
We are happy to customize a music curriculum for your home-schooled children. Please contact Julie Wegener, Director, at (845) 431-8916.
Kindermusik is an internationally known music program for young children. Each semester offers new music lessons and new materials. This program provides excellent preparation for later instrumental/vocal study. Certified Kindermusik instructors: Laura Doe, Katherine DeFiligo, Ina Segnit, Jacqueline Valli and Jacqueline Venable Jordan.

Mux01 Kindermusik Village - Birth-18 months
(10 Sessions) Village introduces the newborn to 18-month-old child to musical movement, social interaction, language development, story time listening and playing of simple instruments. The lap baby, crawler, and walker participate very closely with their parent/caregiver. Please register at least one week in advance to be sure of receiving take home materials on time. Home materials included in the tuition.

5007 10
$9/7-11/9 DCC L Doe $170
5008 90
$9/6-11/8 DS J Venable Jordan $170
5009 91
$9/7-11/9 DS J Valli $170

Mux02 Kindermusik Our Time - 18 months-3 years
(13 Day classes and 2 Family Fun Sessions) Together with a parent/caregiver, children enjoy singing, moving, listening, interacting socially and playing simple instruments. Language skills are fostered with singing and vocal play. Please register at least one week in advance to be sure of receiving take home materials on time. Home materials included in the tuition. No class 11/29 or 11/30.

5011 10
$9/7-12/7 DCC L Doe $225
5012 90
$9/6-12/6 DS J Venable Jordan $225
5013 91
$9/7-12/7 DS J Valli $225

Mux05 Kindermusik Family Fun
Students enrolled in Our Time choose 2 Family Fun classes. Include the entire family - moms, dads, brothers, sisters, grandparents, etc., in the joy of making music together. Families will enjoy activities appropriate for different age groups. We will sing, dance, read, play instruments and enjoy being with each other. Tuition included in fee for MUX 102.

5074 10
$10/15 DCC L Doe
5075 10
$9/11-11/12 DCC L Doe
5297 11
$12/6 DCC L Doe

Mux60 Sing and Play for 3-4 Year Olds and Their Parents/Grandparents
(10 Sessions) Taught by a professional voice instructor/certified Kindermusik teacher, this class is for children to explore singing, playing simple instruments and musicianship through movement. Children will participate with their adult caregiver(s). No class 11/30.

5083 10
$10/5-12/14 DCC L Doe $130

Mux63 Musicianship Through Percussion
(Ages 3-5)
(10 Sessions) Young children will learn beginning drumming techniques in a group setting. They will share music with each other, playing on percussion instruments from around the world. The class also will include simple chants, movement games, and folk dances in conjunction with instrument play. Parent participation in the classroom is welcome but not required.

5077 10
$10/5-12/14 DCC L Doe $130

Mux64 Piano and Music Basics for 4-Year-Olds
(5 Sessions) This class will include a whole body approach to beginning piano for young beginners and their moms or dads. At every class, each child/parent pair will have individualized time at the piano learning basic piano skills. Rhythm and pitch games for the group develop musicianship skills. Students must have an acoustic piano or a digital keyboard for daily supervised home practice. Ideally, keyboard should have a weighted action and at least 6½ octaves, but any keyboard more substantial than a toy is acceptable. At the end of a 5-week session, instructors and parents will discuss the appropriate next step in each child’s music education.

Instructors: Dennis Yerry and Jean Vilkelis
5088 25
$9/16-10/14 SP Yerry/Vilkelis $110
5089 26
$10/28-11/25 SP Yerry/Vilkelis $110

Mux74 Mommy and Me Movement and the Spanish Language
(Ages 3-5)
(8 Sessions) Explore the world of movement and learn the Spanish language. This fun, energetic class will introduce the basic concepts of dance. Books, props, diverse music selection and songs will be incorporated into the class to help develop vocabulary.

5090 10
$10/2-11/20 DCC A Ruhe Schoen $85

The Music School at DCC gratefully acknowledges the Kanter Kallman Foundation for supporting the Early Childhood Music Program.

EARLY CHILDHOOD MUSIC

The Music School at DCC gratefully acknowledges the Kanter Kallman Foundation for supporting the Early Childhood Music Program.

REGISTRATION HOTLINE: (845) 431-8910 | Fax : (845) 431-8988
Suzuki philosophy states that every child can develop musical ability. Children begin study at an early age since initial learning takes place through listening and the development of the ear and memory. Attention is given to tone, expression and the technique to achieve them. Parental involvement in lessons/classes/home practice is essential to the child’s success.

PRIVATE AND GROUP SUZUKI LESSONS FOR CHILDREN
Suzuki students register for weekly lessons. Suzuki violin students may register for a group class at the appropriate level. Parent attends each lesson or group class. Individual lessons focus on mastery of the instrument, while group classes develop ensemble skills needed for orchestral playing. With permission of the instructor, parent and child may share a semi-private lesson in which both learn to play the instrument.

INDIVIDUAL LESSONS: (14 sessions)
Section 10 30-minute lessons $390
Section 11 45-minute lessons $570
Section 12 60-minute lessons $760
Smaller lesson packages are available with approval of Music School Director Julie Wegener at (845) 431-8916.

SUZUKI FACULTY
Suzuki Strings Coordinator: Nettie R. West
Violin: Julie Paradies, Heeja Questad, Nettie R. West
Cello: Jean Vilkelis
Piano: Ariana Barkeshli, Richard Devens, Beverly Poyerd, Nettie R. West

INSTRUMENTS AND MATERIALS
Suzuki’s book “Nurtured by Love” is required reading material for parents. Each child/parent team obtains listening tapes and books appropriate to the curriculum. Suzuki piano instruction requires an acoustic piano or a digital keyboard with weighted full-size touch-sensitive keys and at least 6 ½ octaves for home practice.
For violin or cello rentals, contact Stamell Strings at (845) 337-3030 or Joseph Regh Violins at (845) 297-2521.

Attention Violin Parents:
Violin sizes fit the child, who should be measured by the teacher. Rental allows you to change violin size as your child grows, and rental fees may often be applied to purchase when ready. Some dealers allow trade-ins on purchased instruments as well.

REQUIRED SUZUKI PARENT ORIENTATION
Sat., Sept. 14, 11 a.m. to 12 p.m.
This class is required for parents of all new Suzuki students and is open to other interested parents. Since success in the Suzuki approach is dependent on the parent’s role, enrollment in this PARENTS ONLY class is essential. Instructor: Nettie R. West

SUZUKI VIOLIN STUDENTS MAY REGISTER
FOR: SUZUKI INDIVIDUAL LESSONS AND/OR BEGINNER OR INTERMEDIATE GROUP CLASS

MUX 199 PRE-TWINKLER SUZUKI VIOLIN (AGES 3-4)
(7 Sessions) Includes Parental Instruction. This class is for young children who want to begin to learn to play violin. Goals are to develop focus, balance, rhythm and musical sense in a loving and supportive environment and also prepare parent and child for successful violin study. Suzuki Parent Orientation is required. Violin sizes should be measured by the teacher. For violin rentals, contact Stamell Strings at (845) 337-3030 or Joseph Regh Violins at (845) 297-2521, after children are measured on the first class date.
Group meets 9/21, 10/5, 10/19, 11/2, 11/16, 12/7, 12/14.
5091 10 10:15 a.m.-11:00 a.m.
(5) 9/21-12/14 DCC N. West $100

MUX200 SUZUKI VIOLIN GROUPS
(7 Sessions) This class is for BEGINNERS AGES 5-7 or continuing beginners from previous semester. For violin rentals, contact Stamell Strings at (845) 337-3030 or Joseph Regh Violins at (845) 297-2521, after children are measured on the first class date.
Group meets 9/21, 10/5, 10/19, 11/2, 11/16, 12/7, 12/14.
5113 10 11:00 a.m.-11:45 a.m.
(5) 9/21-12/14 DCC N. West $100

(5 Sessions) INTERMEDIATE GROUP is a good way to review, as well as learn duets to the Suzuki pieces, and play some fiddle and rounds. Group meets 9/26, 10/24, 11/14, 12/5 in Lagrangeville studio. The last class will be a holiday performance at the Galleria Mall, date TBA.
5116 70 5:30 p.m. - 6:15 p.m.
(R) 9/26-12/5 Studio N. West $75

(4 Sessions) FUN WITH IMPROVISATION
Group is based on a method by Alice Kay Kanack. It uses familiar melody and rhythm on CD or piano to guide creativity. There is no such thing as a mistake!
COME AND TRY IT - FREE CLASS, SEPT. 19.
Prerequisite: Play A Scale. Group meets 9/19, 10/3, 11/7, 12/12 in Lagrangeville studio.
5118 71 5:30 p.m. - 6:15 p.m.
(R) 9/19-12/12 Studio N. West $60

SUZUKI PIANO AND CELLO STUDENTS REGISTER FOR INDIVIDUAL LESSONS ONLY.
Composition

**MUX 770 KIDS COMPOSITION CLASS (AGES 9-12)**
(10 Sessions) Students will learn how to compose their own music, using both pencil and paper and highly accessible technology. They may write vocal, instrumental, or electronic music of any genre—whatever interests them! Students will learn simple strategies for creating complete pieces of music, regardless of previous music performance experience or skill in reading notation.

| 5119 | 10 | 5:00 p.m.-5:45 p.m. | (S) 10/5-12/14 | DCC | L. Doe | $130 |

**Music Theory**

**MUX 238 INTRODUCTION TO READING MUSIC FOR TEENS AND ADULTS**
(6 Sessions) This course introduces adults and teenagers to the basics of reading musical notation. Beginning students as well as musicians with limited experience reading sheet music are invited to take this class. Topics will include note names, key signatures, intervals, scales and a brief introduction to rudiments of music theory. The content and pacing of this course will be tailored to the specific interests and abilities of those who attend. Section 11 is a continuation class for those who completed the introduction class or with permission of the instructor.

| 5185 | 10 | 6:00 p.m. - 6:45 p.m. | (M) 10/7-11/11 | DCC | D. McNutt | $80 |
| 5186 | 11 | 7:00 p.m.-7:45 p.m. | (M) 10/7-11/11 | DCC | D. McNutt | $80 |

**Individual Lessons for Adults and Children**

We offer **INDIVIDUAL LESSONS** on all instruments and voice. Students register for 14 weekly lessons per semester. Call Julie Wegener at (845) 431-8916 for information.

- **Section 10** 30-minute lessons $390
- **Section 11** 45-minute lessons $570
- **Section 12** 60-minute lessons $760

Individual lesson times, starting/ending dates and locations will be determined between instructors and students on an individual basis. Smaller lesson packages are available with approval of Music School Director Julie Wegener at (845) 431-8916.

**Instructors**

- **PIANO** - TRADITIONAL CLASSICAL: Ariana Barkeshli, Sylvia Buccelli, Peter Cody, Richard Devens, Rhonni Hallman, Carol Losee, Darron McNutt, Maria Peterson, Beverly Poyerd, Janet Salt, Valentina Shatalova, Marta Waterman, Julie Wegener and Dennis Yerry
- **PIANO** - JAZZ/POP/IMPROVISATION: Beverly Poyerd, Marta Waterman and Dennis Yerry
- **VIOLIN:** Rudolph Efram, Rhonni Hallman, Julie Paradies, Heeja Questad, Anastasia Solberg and Nettie R. West
- **JAZZ VIOLIN:** Michael Snow
- **FIDDLING VIOLIN:** Jean Vilkelis
- **VIOLA:** Rudolph Efram and Anastasia Solberg
- **CELLO:** Jean Vilkelis,
- **BASS:** Rusty Boris and Lou Pappas
- **TRUMPET:** Larry Moses
- **TROMBONE:** John Knight and Tim Solinger
- **FLUTE:** Barbara Rizek-McGuckin and Lynnette Benner
- **NATIVE AMERICAN FLUTE:** Dennis Yerry
- **CLARINET:** Robert Renino, Ina Segnit and John Knight
- **BASS CLARINET:** Ina Segnit
- **SAXOPHONE:** Christopher Bretlochs, Robert Renino, Ina Segnit, John Knight and Omar Daniels
- **OBOE:** Lynnette Benner
- **BASSOON:** John Knight
- **RECORDER:** Ina Segnit and Rhonni Hallman
- **PERCUSSION:** Joe Carozza, Chris Losee, Melissa Lovaglio and Eric Wagner
- **GUITAR:** Helen Avakian, Rusty Boris, Dan Stevens and Jeff Yin
- **BASS GUITAR:** Rusty Boris
- **BANJO:** Gary DiGiovanni and Bob Lusk
- **MANDOLIN:** Frank Kara
- **UKULELE:** Dan Stevens
- **HARP:** Jeannie Chenette
- **HARMONICA:** David Laks
- **VOICE:** Sally Doe, Laura Doe, Katherine DeFiglio, Liz Gerbi, John Howell, Ceista Little-Quinn, Jacqueline Venable Jordan, Marta Waterman and Dennis Yerry
- **COMPOSITION:** Peter Cody

To learn more about our instructors: www.sunydutchess.edu/continuingeducation/musicschool/noncreditmusicinstructors.html
Guitar

**MUX 502 INTRODUCTION TO GUITAR FOR BEGINNERS (ADULTS AND KIDS)**
(10 Sessions) Learn the basics of playing guitar: chords, strumming, finger-picking, how to play solos, fundamentals of music and technique. Lots of “hands-on” experience in a variety of styles, including Alternative, Folk, Blues, Pop, Classical and Flamenco. You will finish this course able to play simple tunes and chords. Students bring their own guitar to every class. If you have questions about obtaining a guitar, please contact the instructor. Skip dates: TBA.

**Section 10:** ages 13 to adult; **Section 11:** ages 9-12; **Section 12:** ages 6-8.

- **5187** 10 7:00 p.m.–8:30 p.m.  (M) 9/23-12/2  DCC  H. Avakian  $225
- **5188** 11 6:00 p.m.–7:00 p.m.  (M) 9/23-12/2  DCC  H. Avakian  $160
- **5189** 12 5:15 p.m.–6:00 p.m.  (M) 9/23-12/2  DCC  H. Avakian  $130

**MUX 515 POPULAR GUITAR STYLES (ADVANCED BEGINNER) ENSEMBLE**
(10 Sessions) This class is for guitarists looking to gain experience playing popular songs with a group. Focus will be on alternative and classic rock, as well as a touch of bluegrass. Skip dates TBA.

- **5191** 10 7:15 p.m.–8:30 p.m.  (T) 9/24-12/3  DCC  H. Avakian  $200

**MUX 516 INTRODUCTION TO CLASSICAL GUITAR (ADVANCED BEGINNER)**
(10 Sessions) Learn how to read staff notation on guitar using finger style classical guitar technique. Some Spanish Flamenco guitar techniques also will be explored. Class will focus on both solo and ensemble music using staff notation. Skip dates TBA.

- **5192** 10 8:30 p.m.–9:30 p.m.  (T) 9/24-12/3  DCC  H. Avakian  $160

**MUX 520 GUITAR PERFORMANCE ENSEMBLE FOR INTERMEDIATE TO ADVANCED PLAYERS**
(10 Sessions) Styles of music range from classical to popular and are geared toward the interests of the class members. The first part of class is spent warming up and playing music together. During the second half, topics pertaining to performance such as mental preparation and overcoming stage fright are covered. Students also will have plenty of time to gain performance experience in a friendly and supportive environment. Ability to read rhythms from whole to eighth notes is required. Guitarists should be familiar with all notes in first position. Electric, acoustic, and classical guitarists are all welcome as well as singing guitarists. BASS PLAYERS WELCOME TOO! Skip dates TBA.

- **5193** 10 7:15 p.m.–9:15 p.m.  (W) 9/25-12/4  DCC  H. Avakian  $285

**MUX 521 COMPUTER RECORDING AND THE GUITAR PLAYER**
(6 Sessions) For guitarists who want to create their own music and demos, but have no idea how to start, this course is perfect for you. It’ll take a look at some basic techniques used in capturing acoustic and electric guitar sounds on your computer. Using Protools, you’ll learn to create recording sessions by: setting up audio tracks, setting up auxiliary tracks, using plug-ins and creating basic mixes. Basic mic technique and recording hardware also will be discussed. For beginners of Protools with little or no knowledge of the computer program.

- **5010** 10 7:00 p.m.–8:30 p.m.  (M) 9/9-10/14  DCC  J. Yin  $135

ONLINE REGISTRATION: www.sunydutchess.edu/cfweb
Chamber Music

Chamber music is a form of classical music written for a small group of instruments usually with one performer to a part. Because of its intimate nature, chamber music has been described as “the music of friends.” Playing chamber music requires special skills which are different from the skills required for playing solo or symphonic works.

All ages and instruments are welcome. Form your own group with a minimum of two people and set your own schedule with one of our professional coaches. Most groups meet for six sessions, concluding with an optional performance.

Interested students, please call Julie Wegener, Music School Director, at (845) 431-8916.

Jazz

MUX 540 JAZZ ENSEMBLE
(10 sessions) Explore the world of jazz improvisation with an ensemble. Students will increase technical facility on their instrument while achieving interactive ensemble playing, including harmonic and rhythmic exploration. Available to intermediate and advanced players of any instrument, from junior high school age through adult. Interested new students, please call Julie Wegener, Music School Director, at (845) 431-8916.

Vocal Group Classes

MUX 601 LET’S SING! (Ages 5-8)
(10 Sessions) Children will experience the joy of singing through song and movement in a group setting while also learning some basics of singing, such as pitch matching and breathing, through games and creative play. The last class will be a holiday performance at the Galleria Mall (date TBA). No class 11/30.

MUX 602 KIDS/TEENS SING MUSICAL THEATER
(10 Sessions) Students will develop singing technique, acting, movement and stage presence while learning fun Broadway songs in a group setting. The last class will be a holiday performance at the Galleria Mall (date TBA). No class 11/30. Sect. 10 for ages 9-12. Sect. 11 for ages 13-18

MUX 613 VOCAL TECHNIQUE FOR ADULTS
(6 Sessions) Good vocal technique begins with the fundamentals. In an atmosphere of safety and respect, we will work on the breathing and body support that will inform your singing for the rest of your life. Beginners to advanced singers are welcome.

See page 28 for early childhood singing.
Group Instrumental Classes

**MUX 619 RECREATIONAL MUSIC MAKING (RMM) GROUP PIANO FOR ADULTS AND SENIOR ADULTS (BEGINNER AND CONTINUATION CLASSES)**

(8 Sessions) RMM believes that every life needs music and anyone can learn to play the piano. The desire to learn is the only prerequisite. The classes are not about the final products but about the joy found in the process along the way. Classmates encourage and support one another as they make music together and the teacher acts as a facilitator who allows the students to relax, accept and enjoy each step in their musical journey.

**NOTE:** THERE IS NOT A SENIOR DISCOUNT FOR THIS CLASS SINCE DISCOUNT IS ALREADY FACTORED INTO CURRENT FEE.

Casts held at instructor’s studio in Highland.

There is a $20 fee for book and CD, payable to the instructor at the first class.

5199 70 10:00 a.m.-11:00 a.m.  (T) 9/24-11/12 Studio M Peterson $110

Section 71 is for students who have completed Section 70 or with permission of the instructor.

5201 71 11:00 a.m.-12:00 p.m.  (T) 9/24-11/12 Studio M Peterson $110

**MUX 621 BEGINNING VIOLIN FOR ADULTS**

(10 Sessions) Have you always wanted to play the violin? Or are you someone who played as a child and longs to return to the instrument? This class is for adult beginners and those wishing to go back to the beginning. No class 10/15, 11/5, 11/26.


For violin rentals, call Stamell Strings at (845) 337-3030 or Joseph Regh Violins at (845) 297-2521.

5202 10 7:30 p.m.-8:30 p.m.  (T) 9/10-12/3 DCC H Questad $200

**MUX 622 INTERMEDIATE VIOLIN FOR ADULTS**

(10 Sessions) This class is for students who have completed MUX621 or have studied violin in the past and currently play at an advanced beginner to intermediate level.


No class 10/15, 11/5, 11/26.

5222 10 6:30 p.m.-7:30 p.m.  (T) 9/10-12/3 DCC H Questad $200

**MUX 623 INTRODUCTION TO VIOLIN FOR TEENS**

(5 Sessions) If you are interested in your school orchestra and want to learn a new string instrument, this is the right class for you!


For violin rentals, call Stamell Strings at (845) 337-3030 or Joseph Regh Violins at (845) 297-2521.

5224 10 4:30 p.m.-5:30 p.m.  (T) 9/10-10/8 DCC H Questad $100

**MUX 624 ROCKIN’ VIOLIN FOR ADVANCED TEENS**

(5 Sessions) If you can read musical notes and play the violin, then let’s explore some fun music and prepare to perform for any occasion! We will cover Vivaldi concertos (a minor, g minor, the Four Seasons), Scott Joplin, music for weddings and gigs, etc. No class 11/5, 11/26.

5226 10 4:30 p.m.-5:30 p.m.  (T) 10/22-12/3 DCC H Questad $100

**MUX 628 ADVANCED VIOLIN FOR ADULTS**


5228 10 5:30 p.m.-6:30 p.m.  (T) 9/10-12/3 DCC H Questad $200

**MUX 637 PERCUSSION FOR AGES 6-8**

(8 Sessions) Start the path into drums and percussion with this class geared toward young children. Here we will introduce various drums and percussion instruments, with hands-on learning and coaching. This is a great way to introduce your child to the world of music through playing drums. It will prove to be a low-key, yet fun and engaging time together.

5229 25 10:45 a.m.-11:30 a.m.  (S) 10/5-11/23 SP C. Losee $115

**MUX 636 BEGINNING DRUMMING (AGES 9-90+)**

(8 Sessions) This is an intergenerational class open to children and adults. It’s never too early or too late to learn how to drum! There is no need for prior musical experience; just come and enjoy! Learn the basics of drumming in a friendly and fun group environment. Required materials are a pair of drum sticks and a drum pad.

5230 25 11:30 a.m.-12:30 p.m.  (S) 10/5-11/23 SP C. Losee $145
Music School Policies and Procedures

Missed Lessons and Tardiness

Group Lessons - It is not possible to make up lost instruction for a lack of class attendance. There are no make-up classes unless the class is canceled by the instructor or the college.

No portion of the tuition is refundable.

Individual Lessons - Care should be taken to attend all scheduled lessons. While our teachers make every effort to reschedule lessons that are canceled in advance, this is not always possible and teachers are not obligated to arrange make-up lessons. Make-ups are not possible for lessons canceled with less than 24-hour notice, for no-shows or for canceled make-ups. Teachers do not teach beyond the scheduled time or make up any lesson time if a student is late. If a teacher cancels a lesson or is late, make-up lessons or additional times are arranged. No make-up lessons are to be scheduled past the end of the semester.

Please see page 36 for additional policy information.

MusicLink Scholarship

Consider a donation to MusicLink to provide scholarships for talented low-income students who demonstrate exceptional musical promise. Tax deductible donations can be made to the DCC Foundation, 53 Pendell Road, Poughkeepsie, NY 12601.

Please note “MusicLink” on your check.

Tax deductible donations of musical instruments (in good condition only) are greatly appreciated. For information or to volunteer to help with our fundraising activities, contact Music School Director Julie Wegener at (845) 431-8916 or by email: wegener@sunydutchess.edu.

Give the gift of learning.
Purchase a gift certificate for a loved one for a birthday, holiday or no occasion at all!

Call (845) 431-8917 and we'll send you a gift certificate by mail.
Course Cost
The fee stated for each course is the registration fee.

Books and Supplies
Please read the course description. If there is a requirement to purchase books and/or supplies in addition to the tuition charge, it will be noted in the course description. Books may be purchased from the Bookstore.

Registration Acknowledgment
Each registrant will receive a receipt and schedule. The College may cancel any course that lacks sufficient enrollment. When the decision is made to cancel a course, cancellation notices will be sent to all registrants.

Classroom Assignments
On the Friday before your class begins, go to sunydutchess.edu/cfweb and click on the class locations under Continuing Education or call 431-8001.

Tuition Refund Policy
Refunds for non-credit courses will be given if requested prior to the end of the business day before the course starts. A $10 ($20 for Summer Academies) processing fee will be deducted from this refund. Full refunds will be given for all courses that are canceled by the College.

Senior Citizen Tuition Policy
Individuals 65 or older may register for a non-credit course for half of the published tuition. A picture ID with your birth date must be presented or mailed at the time of the first registration.

NOTE: SENIOR CITIZEN TUITION PROGRAM CANNOT BE USED FOR PRIVATE MUSIC LESSONS OR ONLINE COURSES.

Directory Information/Release of Information:
Personally identifiable information is not given out without the student’s written authorization unless it is directory information. Directory information consists of name, email, dates of attendance and enrollment status. If a student does not wish directory information released, he/she must submit a written request to the Office of the Registrar before the beginning of each semester.

The College does not discriminate on the basis of race, color, gender, religion, national origin, disability or sexual orientation.

The college reserves the right to make substitutions for instructors listed in this brochure without prior notice.
Mail form and tuition payable to:
Dutchess Community College c/o Office of Community Services
53 Pendell Road, Poughkeepsie, NY 12601
(845) 431-8910 FAX (845) 431-8988

Method of Payment: □ Voucher (Attach) □ Check □ P.O.(#)______ □ Cash □ Money Order □ Charge Card

CRN# COURSE # SECTION BEGIN DATE COURSE TITLE FEE

Signature_________________________________ TOTAL__________

TO PAY BY CREDIT CARD COMPLETE THE FOLLOWING:

I, [Card Holder Name] __________________________ authorize DCC to charge $ __________________

Account Used: □ MASTERCARD □ VISA □ DISCOVER □ AMERICAN EXPRESS Security Code: __________
Account #_________________________ Exp. Date: __________
Authorized Signature: __________________________ Date: __________

DEMOGRAPHIC INFORMATION
Gender: □ Male □ Female Are you Hispanic/Latino? □ Yes □ No
If Hispanic/Latino, is your background (select one): □ Central American □ Dominican
□ Mexican □ Puerto Rican □ South American □ Other Hispanic/Latino
Is your race (select one or more): □ American Indian or Alaskan Native □ Asian
□ Black or African American □ Native Hawaiian or Other Pacific Islander □ White
OPEN HOUSE
CONTINUING AND PROFESSIONAL EDUCATION

Thursday, September 5
5:30-7:00 p.m.
Bowne Hall

Thinking about taking a class?
Scan this code to learn more
about credit-free programs!