

# Community Education

January-July 2011



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217-477-0603 or 217-443-9114

# Computer Classes

## Keyboarding

This class walks you through the process of learning each key and proper hand/finger placement to aid you in becoming a successful typist. This class is for all levels and is delivered in a self-paced atmosphere. Students are welcome to come in and work around their schedule.

Instructor: Larry Jahn

T, February 1-22 from 5:30-8:30

F, April 1-22 from 1-4

Location: Village Mall

Fee: \$96

## For Beginners Only

If you have little or no computers experience this is the course for you. Topics include: terminology, (Learning the lingo) and components of a computer system. Hands-on lessons gives students experience with basic windows system operations such as creating and saving files. Basic word processing, email and surfing the web are included. Hands-on demo include digital photos, burning CD's, and flash drives.

M-F, January 17-21 from 9-11:30

T, March 1-22 from 5:30-8:30

M, May 2-23 from 9-12

Instructor: Larry Jahn

Location: Village Mall

Fee: \$96

## Word—Level I

The course will give students a thorough understanding of the features of Microsoft Word. Students will be able to create, edit, format, and print Word documents that include outlines, tables, styles, and sections. Other essential topics including printing, saving, and retrieving files. Students will create a newsletter that uses columns, drawings, and object linking and embedding.

Instructor: Larry Jahn

F, January 7-28 from 9-12

T, April 5-26 from 5:30-8:30

M-F, June 6-10 from 9-11:30

Location: Village Mall

Fee: \$96

## Word— Level II

Students will practice working with graphics, using advanced formatting options, using headers and footers, working with columns, using styles, creating and formatting tables, using basic collaboration features, and working with charts, diagrams, and organizational charts.

Instructor: Larry Jahn

W, March 2-23 from 5:30-8:30

M, May 2-23 from 1-4

Location: Village Mall

Fee: \$96

*"Mr. Jahn is a wonderful teacher. He is very patience with me and he knows a lot about computers."*

## Excel—Level I

This course will give students a working knowledge of electronic spreadsheets, what they are and how to use them. Students will be able to create and format Excel spreadsheets that include charts and multiple worksheets. Students will be able to create and execute formulas and do calculations with ease by using the Excel functions. Data sorting and manipulation are also covered. Students will learn to work with the Workgroup features of Excel. Students will learn to import data into an Excel spreadsheet and will work with the data using the data management functions of Excel.

Instructor: Larry Jahn

T, February 1-22 from 9-12

W, April 6-27 from 5:30-8:30

M-F, June 6-10 from 1-3:30

Location: Village Mall

Fee: \$96

## Excel—Level II

Students will practice using multiple worksheets, manipulating screen display, working with advanced functions, using advanced formatting features, using advanced print options, filtering lists using AutoFilter, working with names, protecting data, using basic integration and web features, using comments, and working with charts.

Instructor: Larry Jahn

M, March 7-28 from 5:30-8:30

Location: Village Mall

Fee: \$96

## Access

This course will give students a working knowledge of databases, what they are and how to use them. Students will learn to view data in a database and change the view by sorting and filtering the data. Create a database and learn to define forms for inputs and reports for summarizing the data, learning how to create queries to view a subset of data in that database. Students will create charts to display data and a switchboard to manage their database application and create relational databases. Students will learn to create forms, queries, importing and exporting data, and reports that use relational databases and they will learn to build macros in Access.

Instructor: Larry Jahn

T, March 1-22 from 1-4

W, May 4-25 from 5:30-8:30

Location: Village Mall

Fee: \$96

## PowerPoint

Discover the enhanced features of PowerPoint 2007 and use these to quickly create eye-catching presentations. Explore the possibilities available with the new layouts, themes, galleries, and background styles. Practice using the ribbon, contextual tabs live preview and dialog box launcher when creating and modifying presentations. Use the new Smart Art feature to dramatically present your information.

Instructor: Larry Jahn

F, February 4-25 from 9-12

T, May 3-24 from 5:30-8:30

Location: Village Mall

Fee: \$96

## Introduction to Dreamweaver

Learn how to make a basic website using one of the most powerful web authoring programs available. In this class, you will learn how to construct basic web pages, templates and graphics, make links, and develop and publish the web site.

Instructor: Les Woodrum

TH, Jan 20-Feb 10 from 6:00-8:00

Location: Technology Center 136

Fee: \$64

## Cake Decorating

You must take Cake Decorating Basics before you take Flowers and Cake Designs, and Gumpaste and Fondant.

In addition to the cake kit, you will also be asked to bring additional supplies such as icing, cookies, cake, apron, etc.

### Cake Decorating Basics

Learn the right way to decorate, step by step, so you experience the excitement of successfully decorating your first cake. You'll understand how to bake a great cake, see how to make and color icing and learn the best way to ice the cake. You will also practice the three fundamentals of decorating, enabling you to approach each technique the right way for great results. Along the way, you'll learn to create icing drop flowers, rosettes, shells, pompom flowers, leaves, shaggy mums, and the ribbon rose. Participants will also be required to purchase a decorating kit and book for \$25.

M, January 3-24 from 6-8

T, February 1-22 from 6-8

F, April 1-29 from 6-8

TH, May 5-26 from 6-8

W, June 1-22 from 6-8

TH, July 7-28 from 6-8

Instructor: Sue Schwaderer

Location: Village Mall

Fee: \$40

### Flowers and Cake Designs

Reach a new level of decorating sophistication in this course. This is your introduction to breathtaking new icing flowers such as violets, apple blossoms, lilies and the rose. Discover the secrets of arranging these flowers in a bouquet, give them a border, and create a basket weave design. Participants will also be required to purchase a decorating kit and book for \$25.

W, January 5-26

M, March 7-28 from 6-8

F, May 6-27 from 6-8

TH, June 2-23 from 6-8

F, July 8-29 from 6-8

Instructor: Sue Schwaderer

Location: Village Mall

Fee: \$40

### Gumpaste and Fondant

This course will open a new world of decorating possibilities. Create stand-up decorations, ruffled layers of petals, and bows. If you loved playing modeling clay as a kid, you're going to love this class.

Learn to tint, roll, and cut gum paste and fondant. Make flowers such as mums, carnations, roses, and daisies.

Participants will also be required to purchase a decorating kit and book for \$25.

W, January 5-26 from 6-8

TH, February 3-24 from 6-8

W, March 2-23 from 6-8

M, April 4-25 from 6-8

Instructor: Sue Schwaderer

Location: Village Mall

Fee: \$40

### Wedding Cake Projects

Planning on making a cake for a couple's special day. This class will help you with the process—from planning, to preparing, to creating.

S, January 15-22 from 1-3

S, February 19-26 from 1-3

Instructor: Sue Schwaderer

Location: Village Mall

Fee: \$20

*"I love the fact that the classes are held at the Village Mall. It is so convenient."*

## Food Service

### Food Service License

This course is designed to prepare food service employees to meet the Illinois certification requirement. Topics include: food-borne disease, facilities, equipment, personal hygiene, & inspection techniques. The exam will be given at the last class meeting. Attendance is a must! Supplies needed: Code book & ServeSafe Book by the National Restaurant Association—may be purchased at the Village Mall for \$82.92.

Instructor: Carolyn Daniel

W, Jan 19-Feb 16 from 5:30-9:30

W, April 13-May 18 (No class May 4) from 5:30-9:30

Location: Village Mall

Fee: \$96

### Food Service Renewal

State guidelines require 5 hours of continuing education credit to renew licenses prior to expiration. A copy of your current license MUST be brought to class with you.

Instructor: Carolyn Daniel

W, Jan 19-26 from 5:30-9:30

W, April 13-20 from 5:30-9:30

Location: Village Mall

Cost: \$30

## Internet Buying and Selling

### eBay

eBay is one of the most trusted and top ways to buy and sell items in the world. eBay allows you to reach virtually anywhere from your own home. Using eBay to buy and sell is easy. Learn some of the easy tricks to making your buying and selling successful. You will learn how to bid, buy and pay for items that you purchase. You will also be introduced to selling items for everyone else to bid on.

Instructor: TBA

M, February 14 from 6:00-9:00

TH, July 21 from 6:00-9:00

Location: Village Mall

Fee: \$25

### Amazon

Amazon is one of the top Internet sites for purchasing and selling new and used items. A brief history of Amazon and similar Internet sites will be discussed. Learn practical tips and tricks for purchasing and selling items on Amazon. See a step by step live demonstration as the instructor posts an item to sell on Amazon. Also, see a step by step live demonstration as the instructor buys a small item from Amazon.

Instructor: Quan Chen

T, March 29 from 6:00-9:00

F, May 6 from 6:00-9:00

Location: Village Mall

Fee: \$25

## Health and Fitness

### Tai Chi—Level I

Medical and fitness authorities stress that effective exercise for health should include three components: cardiovascular fitness, muscular strength, and flexibility. Nowadays, tai chi is practiced in every corner of the world for health improvement. Scientific studies show that tai chi improves and possibly prevents chronic conditions such as arthritis, heart disease and diabetes. In addition, it improves balance, immunity and reduces stress. Sun style tai chi uses low-impact, upright postures and is suitable for people of all ages.

Instructor: Vic Vanesse

T, April 5-May 24 from 6:00-7:00

Location: Mary Miller Dance Studio

Fee: \$35

*"I feel wonderful after my Tai Chi class. I am so glad I took this class."*

### Tai Chi—Level II

This class is a continuation of Tai Chi for Health I. This class is for people who have completed the Tai Chi for Health – I program and wish to gain more health benefits and enhance their Tai Chi skill by exploring the depth and essential principles of Tai Chi. The class includes a review of the Tai Chi for Health I movements, teaches the reverse of those movements, and adds 11 additional movements. Prerequisite: Completion of Tai Chi for Health - I.

Instructor: Vic Vanesse

T, April 5-May 24 from 6:15-7:15

Location: Mary Miller Dance Studio

Fee: \$35

### Beginner Golf

This is for golfers who want to learn and improve several areas of their golf game. Class includes: grip, stance, back swing, down swing, following through, and finish position. Rules of the game and golf etiquette are also covered.

Instructor: Lyle Hicks

M, April 4-May 9 from 6-7:30

Location: Turtle Run Golf Course

Fee: \$75

### Qigong for Health and Longevity

Qigong (pronounced chee gung) is a holistic system of healing and energy medicine from China; advocated by Dr. Oz on Oprah, as a health enhancing exercise. One of the four mainstays of Traditional Chinese Medicine, (acupuncture, massage, herbs, qigong), it uses breathing techniques, gentle movement, and meditation to cleanse, strengthen, and circulate the life energy. Qigong practice leads to better health and vitality and a tranquil state of mind.

Instructor: Vic Vanesse

T, February 1-March 22 from 6:00-7:00

Location: Bremer Room 110

Fee: \$35

### Self Defense for Women

Learn tips, techniques and moves to help you stay safe. Learn about different pressure points on the human body. Practice different grabs and throws.

You'll be shown basic weapon use along with proper technique to avoid injury. If you ever walk, travel, shop, or live alone then this class is for you. You will also get a great workout during this class.

Instructor: Jennifer Kruger

Location: Kruger Martial Arts Facility

TH, February 17-24 from 2:00-4:00

S, March 12-19 from 9:00-11:00

S, June 11-18 from 9:00-11:00

Fee: \$25

### Self Defense for Teens

These are the years that you are becoming more independent. Have confidence as you're out by yourself, on a date, or with friends knowing that you can protect yourself. Learn tips, techniques and moves to help you stay safe. Learn about different pressure points on the human body. Practice different grabs and throws. You'll be shown basic weapon use along with proper technique to avoid injury. You will also get a great workout during this class.

Instructor: Jennifer Kruger

Location: Kruger Martial Arts Facility

S, February 5-12 from 9:00-11:00

S, April 9-16 from 9:00-11:00

TH, June 2-9 from 2:00-4:00

Fee: \$25

### Whole Food Preparation

One reason why people don't eat more healthily is that they simply don't know how to prepare healthy foods. This 90-minute practical intensive focuses on kitchen techniques for preparing and cooking fresh, natural foods.

Instructor: Dr. Andrew Peters

TH, June 9 from 6:00-9:00

Location: Bremer Kitchen

Fee: \$30

## Sewing

For ages 12 and up—limited to 8 students per class. Students must provide sewing machine. A list of supplies will be provided after registration.

### Basic Sewing

This course is designed for anyone wanting to learn the basics of sewing. It will include using the basic tools, working with your machine, learning to read a pattern, and making a simple project.

Instructor: Mary Grutzius

T, January 4-25 from 6:00-9:00

S, January 8-29 from 9:30-12:30

W, February 2-23 from 6:00-9:00

S, February 5-26 from 9:30-12:30

T, May 3-24 from 6:00-9:00

S, May 7-28 from 9:30-12:30

Location: Village Mall

Cost: \$75

### Intermediate Sewing

This course will teach a more extensive curriculum, including: fabric selection and preparation, thread selection, and complete a more difficult project.

Instructor: Mary Grutzius

T, March 8-29 from 6:00-9:00

S, March 5-26 from 9:30-12:30

W, April 6-27 from 6:00-9:00

S, April 9-30 from 9:30-12:30

W, June 8-29 from 6:00-9:00

S, June 11-July 2 from 9:30-12:30

Location: Village Mall

Cost: \$75

**Let us answer your questions.**

**Call Community Education**

**217-443-9114**

## Arts and Crafts

### Pottery

Beginner, intermediate and advanced students are all WELCOME! Throw functional pots; throw bowls, plates and cups. Clay and some glaze provided.

8 weeks

TH, January 27-March 17 from 6:00-9:00

TH, March 31-May 26 from 6:00-9:00

Instructor: Dr. Lily Siu

Fee: \$115

5 weeks

TH, June 2-July 30

TH, July 14-August 11

Location: Clock Tower Room 117

Fee: \$75

### Basic Upholstery

This course is designed for the person who has an interest in learning to upholster furniture and various items. This is a hands-on class. Curriculum is flexible to meet the needs of the student. A basic kit will need to be purchased the first night of class. The kit will include basic items and tools needed for upholstering. Kit is \$40 or purchase items on your own.

Instructor: Bill Baker

M, Jan 17-Feb 21 from 6:00-8:00

Location: Village Mall

Fee: \$75 plus kit

### Crocheting for Beginners

Stop thinking this was an art done by our moms, grandmothers, and great grandmothers. Lets bring this dying art back into our lives by starting a new hobby.

Learn all the different stitches, concepts, hooks, and terms. Supplies included.

Instructor: Zaiba Ahmed

T, March 1-April 5 from 5:30-7:00

Location: Village Mall

Fee: \$35

### Intermediate Crocheting

Do you know they very basics of crocheting or have you already taken the beginner crocheting class? Then this class is the next step. Learn more advanced stitches and concepts. Supplies included.

Instructor: Zaiba Ahmed

T, March 1-April 5 from 7:00-8:30

Location: Village Mall

Fee: \$35

### Knitting for Beginners

Learn to knit and begin your very first project. Learn different patterns, concepts, needles, and terms. You will be given a supply list upon registration.

Leave class with a finished project and the ability to start many more. Instructor: Zaiba Ahmed

TH, March 3-April 7 from 5:30-7:00

Location: Village Mall

Fee: \$35

### Beading Basics:

#### Necklace and Earrings

Learn to make a choker of real freshwater pearls. Tools, beads, and metal findings are provided. You will bring home your very own choker and two pairs of earrings to match.

Instructor: Dr. Lily Siu

M, February 7 from 6-9

M, April 4 from 6-9

Location: Village Mall

Cost: \$30

## Dancing

### Ballroom Basics—now 8 weeks

Shall we dance? Don't sit on the sidelines when you can be enjoying all of the fun on the dance floor. This course will cover the basics of ballroom dancing.

You will learn the fundamentals of the Foxtrot, Swing, Cha-Cha, Waltz, Rumba and Two Step. Remember, if you can walk - you can dance. Partner required.

Instructor: Nancy Brain

M, April 4-May 23 from 5:45-6:45

Location: Mary Miller Dance Studio

Fee: \$75 per couple

### Advanced Ballroom—now 8 weeks

Shall we dance again? Build upon everything you learned in the first class. We'll focus on more advanced steps of the Foxtrot, Swing, Cha-Cha, Waltz, Rumba and Two Step. Must have completed Ballroom Basics to enroll.

Instructor: Nancy Brain

M, April 4-May 23 from 7:00-8:00

Location: Mary Miller Dance Studio

Fee: \$75 per couple

## Floral Design

### Gift Basket Tips and Ideas

Make and take a gift basket using construction and other ideas learned in class. Bonus project: a silk sweetheart corsage to give or wear for Valentine's Day.

W, January 20 from 6:00-9:00

Instructor: Chris Fitzsimmons

Location: Village Mall

Fee: \$35

### Basic Vase Arrangement and Color Theory

Brighten up your home or office. Use color to share thoughts and meaning. Make and take a vased arrangement of flowers for St. Patrick's Day.

W, March 16 from 6:00-9:00

Instructor: Chris Fitzsimmons

Location: Village Mall

Fee: \$25

### The Color of Spring

Use a variety of spring flowers to create a seasonal arrangement using novelty containers. Discuss use of everyday containers to enhance flowers.

T, May 10 from 6:00-9:00

Instructor: Chris Fitzsimmons

Location: Village Mall

Fee: \$25

## Language

### American Sign Language I (ASL)

This is a beginning level to American Sign Language (ASL). This class builds students' receptive and expressive skills in sign language and finger spelling as well as their knowledge of deaf culture. It is designed for the student or professional interested in working and/or interacting with deaf people. Active participation is essential. Textbooks are required for the class.

Instructor: Anne Phillips

TH, February 17-May 19 from 5:45-8:45

Location: Village Mall

Fee: \$250

## Photography

### Photography the Basics

This course of study introduces the student to the use and handling of a camera; a working knowledge of film and digital imaging; the basic elements of a photograph; an understanding of lighting, both natural and artificial (Flash); basic portrait lighting and posing; and the care, storage, and display of printed photographs as well as digital images. A camera either digital or film is required.

Instructor: Les Woodrum

8 weeks

W, March 2-April 27 from 6:00-8:00  
(no class March 23)

Location: Clock Tower Room 101

Fee: \$128

### Digital Photography

Traditional film is almost a thing of the past. This workshop will emphasize digital photography techniques; explain digital photography terms, camera operations and settings, basic photo manipulations, and file management of digital images.

Instructor: Les Woodrum

4 weeks

T, January 18-February 8 from 6:00-8:00

Location: Lincoln Hall 218

Fee: \$64

### Photo II – Introduction to Professional Photography

This course of study introduces the student to the basics of studio and commercial photography. Classes will explore photojournalism, studio photography, commercial advertising photography and scenic art photography. Weekly photo assignments and photo critiques are a part of the curriculum. A camera, either digital or film is required.

Prerequisite – Photography 1 – “The Basics” or permission of the instructor.

Instructor: Les Woodrum

8 weeks

TH, March 10-May 5 from 6:00-8:00

(no class March 24)

Location: Village Mall

Fee: \$128

### Introduction to Photoshop

Learn the basics of working with Photoshop for retouching images and drawing. Use various techniques for selecting in order to edit and retouch images.

Prepare images for websites or for print.

Learn to edit images using the painting tools, clone stamp, and drawing tools.

Students will be able to create new images using the pen, drawing and painting tools. Students will be able to create and edit images using layers.

Instructor: Les Woodrum

T, Feb 22-March 15 from 6:00-8:00

Location: Lincoln Hall Room 218

Fee: \$64

### Adobe Photoshop Elements

PhotoShop Elements is a program that comes with many new digital cameras and scanners. It can perform many of the functions that the more expensive PhotoShop CS4 can do, but is more user friendly to amateur artists and photographers. The class will teach how to view and organize, fix, edit, and enhance photos, and produce photo creations and composites.

Instructor: Les Woodrum

T, April 5-26 from 6:00-8:00

Location: Village Mall

Fee: \$64

## Dog Obedience

### Dog Obedience—beginners six months and up

An obedient dog is part of the family.

Dog obedience training will consist of: proper leash handling, heeling sit, stay, down stay, recall and stand for examination commands. Please bring water, a drinking dish and up to date shot records. **Dogs must have bortella shot.**

You will need preferably a 6 foot leather leash and a chain choke collar or nylon training collar.

Instructor: Carolyn Daniels

M, April 4-May 23

Two sessions: 6:00-7:15 and 7:25-8:40

Location: Village Mall

Fee: \$65

## Self Help

### Power of The Words You Speak

Written or spoken words are continuously driving us through life. They lift us up, drag us down, wound us deeply or heal our hearts. The words that come out of our mouths & the thoughts that we think have physical power over us not only physically, but mentally and spiritually as well. In this two week session join us as we learn about our words and how we can change them to make us the best we can be.

Instructor: Leslie Sconce

Dates subject to change

TH, March 10-17 from 6:00-8:00

TH, May 5-12 from 6:00-8:00

Location: Village Mall

Cost: \$25

### The Things We Carry

What is in your purse, book bag, wallet or even your car? Have you ever stopped to think about why you carry what you do around with you every day? In life we not only carry the things that we need out of necessity, but we also carry things that we have put some kind of value on—whether that value is financial, spiritual, or emotional, positive or negative—they all have value and we carry it every day. In this session we are going to look at the things we carry and why we carry them and determine if they are helping or harming us.

Instructor: Leslie Sconce

Dates subject to change

TH, April 7-14 from 6:00-8:00

TH, June 2 & 9 from 6:00-8:00

Location: Danville Village Mall

Cost: \$25

### Community Education

**Located at the Village Mall**

**2917 N. Vermilion St.**

**Danville, IL 61832**

**Let us answers your questions**

**Email: [commed@dacc.edu](mailto:commed@dacc.edu)**

**217-477-0603**

## Grant Writing

### Grant Writing 101 - Proposal and Grant Writing Basics

Participants will learn to speak the language, identify potential funding sources, understand the different types of proposals, understand the proposal process, identify and develop a basic proposal, develop a budget, and avoid common mistakes. Course content will be oriented towards the needs and interest of the participants. Proposal critiques will be provided per requests of participants.

Instructor: Amber Floyd

S, February 5 from 9:00-5:00

S, April 2 from 9:00-5:00

Location:

Cost: \$50

### Grant Writing - Grants.gov

Participants will learn how to use Grants.gov, find grant opportunities, review program announcements, complete an application package, avoid common mistakes, and track an application.

Instructor: Amber Floyd

TH, February 17 from 5:30-8:30

Location:

Cost: \$20

## Collette Vacations offered through DACC

### Pacific Northwest and California

*Featuring Washington, Oregon, and California*

**June 13-20, 2011**

Learn about one of America's greatest volcanic eruptions with a visit to Mount St. Helen's Visitor Center. Travel along the magnificent Brandon Beach Loop in Brandon State Natural Area to see the famed Face Rock. Enjoy dinner on Pier 39 and experience postcard views of San Francisco's Golden Gate Bridge. You'll also spend time in Portland, Redwood National Park, Eureka, Columbia River Gorge, Avenue of the Giants, and Seattle.

Cost includes: airfare, hotel, hotel transfers, round trip to Indianapolis airport, 10 meals (5 breakfast and 5 dinners).

Double: \$2,349, Single: \$2,949

### California New Year's Getaway

*Featuring the Tournament of Roses Parade*

**December 30, 2011 – January 3, 2012**

Be one of the one million spectators to line the Pasadena Tournament of Roses Parade route while sitting in your reserved section seats. Celebrate the New Years at a Gala Dinner Dance with live entrainment and a champagne toast to the New Year. Other highlights: float viewing, Bandfest, New Year's Eve Party, Legends in Concert Show. Cost includes: airfare, hotel, hotel transfers, round trip to Indianapolis airport, 5 meals (3 breakfast and 2 dinners).

Double: \$1,949, Single: \$2,249

### Italia Classica

*Featuring Rome, Vatican Museum, Venice, Florence, St. Mark's Square, Milan*

**March 19-27, 2012**

Experience the benefits of Whisper Headsets, designed for better communication between you and your guides throughout the tour. Dine in true Italian-style with wine included at every dinner. Sightseeing in Rome features a panoramic tour of the city and a visit to the Colosseum. A walking tour of Florence features the city's artistic and architectural gems, including the church of Santa Croce. Visit Venice, one of Italy's most unique cities. Free time in each city provides ample time to shop or further explore. Cost includes: airfare, hotel, hotel transfers, round trip to Indianapolis airport, 11 meals (7 breakfast and 4 dinners).

Double: \$2,599, Single: \$2,949

If you'd like to receive a detailed brochure on any of the vacations please call 217-477-0604. A small deposit reserves a spot for you. Monthly payments can be made.

## Registration

**Online: [www.dacc.edu/cce](http://www.dacc.edu/cce)**

**Click on Register Online**

**By Person: stop by the Village Mall Location**

**By Mail: send in the registration form (on back) along with payment**

## DACC Policies

### Books & Materials

Information on books and supplies required for a class will be provided in the class listing or at the first class meeting.

### Payment

Payments can be made by cash, check, or charge (VISA, MASTERCARD or DISCOVER accepted). Payments must be received at the time of registration.

### Refund Policy

Refunds of tuition and course fees will be granted if the course is canceled or if the student withdraws PRIOR TO 2<sup>ND</sup> CLASS MEETING. Students are responsible for fees if they fail to attend or attend more than 10% of class.

### Cancellation Policy

If the class has insufficient enrollment, the class will be canceled. Cancellations of classes will be decided three working days before the first class meeting.

### Information or Questions

For more information or if you have any questions, contact our office at (217) 477-0603, Monday through Friday, 8:00 a.m. – 5:00 p.m.

## Lunch and Learns

Join us for soup and salad at informative lunch and learn programs.

All programs are location in Vermilion Hall 306—third floor  
Cost: \$10

### Lunch and Learn Bahá'í Faith

What is the Bahá'í Faith? Learn about the history, spiritual beliefs, and current status in the world today. Become familiar with the Bahá'í Faith in Illinois, including the history of the House of Worship in Wilmette. The House of Worship was chosen as one of the "Seven Wonders of Illinois" by the Illinois state Bureau of Tourism.

Presenter: Nora Green  
TH, February 17 at Noon

### Natural Therapies

Complementary and alternative medicine (CAM) has become very popular in recent years. What is meant by these terms? Discover what types of therapies are out there, and what is supported by research. Find out when you should seek help from a professional, and what criteria to look for.

Presenter: Dr. Andrew Peters  
TH, March 10 at Noon

### What Should I Eat to be Healthy

There are many fads, fashions, politics, and myths involved in our food choices on a daily basis. Discover what science has to say about the best way to eat to maintain vibrant health throughout a lifetime.

Presenter: Dr. Andrew Peters  
TH, April 14 at Noon

### Garden Attractions

Learn what types of flowers you can plant in your garden to attract hummingbirds and butterflies. Learn about how to care for these plants throughout the season.

Presenter: U of I Master Gardener, Gloria Young  
TH, May 12 at Noon

### Social Media What?

You hear it all the time: Follow me on Twitter and Go to my Facebook page. Do you wonder what all the hype is about? See a demonstration on both types of social media. Learn how they work and why people use them.

Presenter: Laura Hensgen  
TH, June 23 at Noon

## Just for Kids

These classes are an extension of our yearly Summer Enrichment College for Kids program.



### Lego Robotics

You are in control. Design, program, build and control fully-functional life-like robots using LEGOs.

S, January 15 from 9:00-12:00  
S, February 26 from 9:00-12:00

S, April 16 from 9:00-12:00

Spring Break Sessions:

W, March 23 from 9:00-12:00  
TH, March 24 from 9:00-12:00  
F, March 25 from 9:00-12:00

Location: Village Mall  
Fee: \$20

### Successful Study Skills

Discover what your learning style is and how you can integrate your learning style to how you prepare for tests. Figure out your best place and time to study, create your own study aids, and learn how you can stay calm and focused during tests. Snack provided.

Grades 5-8.

Instructor: Joanne Bibb

S, January 15-22 from 9:00-11:30

S, February 26-March 5 from 9:00-11:30

Location: Village Mall

Cost: \$15

### Sweet Treat Cupcakes

Have fun and be creative when you decorate your very own cupcakes. In one session you will learn basic decorating skills. Supply list for class will be mailed upon registering.

S, January 8 from 1-3

S, April 2 from 1-3

Instructor: Sue Schwaderer

Location: Village Mall

Fee: \$15 plus supplies

### Cake Decorating

Decorate your very own cake. Learn how to properly ice a cake and how to use tips to create flowers and designs. Bring your decorated cake home to share with your family.

S, May 14 from 1-3

Instructor: Sue Schwaderer

Location: Village Mall

Fee: \$15 plus supplies

### Easter Gingerbread House

Create, decorated, and take home your very own Easter house. Use it as a center piece for your Easter meal.

S, April 16 from 1-3

Instructor: Sue Schwaderer

Location: Village Mall

Fee: \$15 plus kit

### Save the Date

**Summer Enrichment  
College for Kids 2010**

June 13-17

July 11-15

Schedules will be posted online by  
April 1, 2011.

[www.dacc.edu/cce](http://www.dacc.edu/cce)



*classes geared specifically for boomers and seniors*

### Computer Understanding

If you have little or no computer experience, but want to learn, this is the class for you. It's easy. In fact it's a lot of FUN! Topics include: components and terminology of a computer system, keyboard and mouse usage, care and handling of diskettes, and an overview of software applications.

W, February 2-23 from 9-12

M-F, April 4-8 from 9-11:30

T, July 5-12 from 9-12

Instructor: Larry Jahn

Location: Village Mall

Fee: \$80

### Social Networking

Ever wonder what Facebook and Twitter is all about? This class will help you set up an account so you can stay in touch with your family and friends. Get your questions answered and come and learn how much fun these social networking sites can be.

Instructor: Laura Hensgen

TH, February 10 from 9-11:30

F, May 13 from 9-11:30

Location: Village Mall

Fee: \$15

### Email and Attachments

Set up your very own free email account. Learn how to send emails, manage your inbox, and attach files to your messages. You'll need to be familiar with Windows and know how to use the mouse.

Instructor: Leslie Sconce

M, January 10 from 9-11:30

TH, April 14 from 9-11:30

Location: Village Mall

Fee: \$15

### Creating Cards and Newsletters

Learn how you can use preset templates in Microsoft Word to create a family newsletter and greeting cards. You won't believe how simple it is – most of the work is done for you. You just add in your information, pictures, or clipart.

Instructor: Leslie Sconce

F, March 11 from 9-12

T, June 28 from 9-12

Location: Village Mall

Fee: \$20

### Tai Chi—Level I

Medical and fitness authorities stress that effective exercise for health should include three components: cardiovascular fitness, muscular strength, and flexibility. Nowadays, tai chi is practiced in every corner of the world for health improvement. Scientific studies show that tai chi improves and possibly prevents chronic conditions such as arthritis, heart disease and diabetes. In addition, it improves balance, immunity and reduces stress. Sun style tai chi uses low-impact, upright postures and is suitable for people of all ages.

Instructor: Vic Vanesse

T, April 5-May 24 from 6:00-7:00

Location: Mary Miller Dance Studio

Fee: \$35

### Check out

*Community Education's  
Lunch and Learns and Day Trips*

*Call 217-443-9114 for more  
information or to register.*

### Qigong for Health and Longevity

Qigong (pronounced chee gung) is a holistic system of healing and energy medicine from China; advocated by Dr. Oz on Oprah, as a health enhancing exercise. One of the four mainstays of Traditional Chinese Medicine, (acupuncture, massage, herbs, qigong), it uses breathing techniques, gentle movement, and meditation to cleanse, strengthen, and circulate the life energy. Qigong practice leads to better health and vitality and a tranquil state of mind.

Instructor: Vic Vanesse

T, February 1-March 22 from 6:00-7:00

Location: Bremer Room 110

Fee: \$35

### The Art of Journaling

Why have people kept journals/diaries through the years? Is there a correct way to keep a journal? What exactly is a journal? These questions and more will be discussed in this informal class. Examples of journals will be shown and discussed. You'll learn how you can express your thoughts, ideas, and experiences through journaling.

Instructor: David Nolan

T, March 8-15 from 6-7:30

TH, June 2-9 from 1-2:30

Location: Village Mall

Fee: \$15

### Bridge for Beginners

This beginning Bridge class is for people who have never played before or for those who have played very little and would like to learn more. Enjoy a fun, social atmosphere while learning how to play this fun card game.

Instructor: Jo Holleman

T and TH, Jan 18-Feb 17 from 9-10:30

Location: Village Mall

Fee: \$25

### Euchre for Beginners

Looking for something to do this winter? Get out of the house and learn to play Euchre while enjoying the company of others. Learn some tricks and tips of this fun card game.

Instructor: Bert Jurgeson

M and TH, Jan 10-Feb 4 from 10-11:30

Location: Village Mall

Fee: \$25

## *Trips and Tours*

### **Indiana State Museum**

#### **Titanic: The Artifact Exhibition**

**Thursday, January 6**

In Titanic: The Artifacts Exhibition, visitors will become passengers as they receive a replica boarding pass and experience the excitement and subsequent tragedy of that fateful night in 1912. Visitors will then begin their chronological journey through Titanic's maiden voyage, moving through the Ship's construction, to life on board, to the ill-fated sinking. Actual artifacts tell the story behind the legendary Titanic's short journey from construction and destruction to eventual recovery. Walk her decks, peer into cabin, and meet her passengers and crew.

Cost: \$25

### **Russian National Ballet Theatre**

#### **Romeo and Juliet**

**Wednesday, January 19 at 7 p.m.**

From Prokofiev's gently foreboding opening notes to the sorrowful finale, the young lovers, and dancers in regal splendor and blazing intensity in this luxurious production. For this production we'll head to the Krannert Center at the University of Illinois.

Cost, Youth: \$15

Cost, Adult: \$40

### **Lincoln Presidential Museum**

**Friday, February 11**

Come celebrate Lincoln's 202th birthday in Springfield. Discover more about our 16th president at this amazing museum. Check out artifacts, state-of-the-art displays and videos, and stop by the gift shop.

Cost: \$25

### **Hairspray**

#### **Beef and Boards Dinner Theatre**

**Thursday, February 24**

Welcome to the 60s where pleasantly plump, Tracy Turnblad has big hair, a big heart, and a big desire to dance! Come with us to Indianapolis and enjoy live theatre served with dinner.

Cost: \$50

### **Flower and Patio Show**

**Friday, March 18**

Get ready to step out of winter and into spring at the 52nd annual Indiana Flower & Patio Show. The Indiana Flower & Patio Show has been one of the nation's most renowned outdoor living shows. Visitors come for the gardens, but stay to learn about and compare premium outdoor living products and services.

Cost: \$25

### **Museum of Science and Industry**

**Tuesday, March 22**

Spring break get-away. Take a luxury charter bus to Chicago to spend the day at the largest science museum in the western hemisphere. Experience 14 acres of hands-on exhibits, including a 40-foot tornado; a World War II German submarine; an Illinois coal mine; a 13-foot tall 3-D beating heart; and so much more. Admission also includes an on-board tour of the U-505 submarine.

Cost: \$45

### **CANDLES Holocaust Museum**

**Friday, April 8**

CANDLES Holocaust Museum and Education Center (located in Terre Haute, Indiana) is dedicated to the Mengele twins who survived the horrible experiments of Dr. Mengele. Through the continued efforts of the survivors, family members, and community support they hope to shed light on the effects of hatred and prejudice. Price includes transportation and admission. We will stop for lunch before we go to the museum.

Cost: \$15

### **Fair Oaks Dairy Farm**

**Tuesday, April 29**

Fair Oaks Farms is a family owned, heartland dairy located in Northwest Indiana - one of the largest dairies in the country. The Fair Oaks Farms Dairy Tour is a remarkable, up-close, fun-filled experience. Stop by the shop and bring home some dairy products and enjoy lunch in their restaurant.

Cost: \$25

### **Museums of Crawfordsville, IN**

**Friday, May 6**

Spend the day in Crawfordsville, Indiana, we'll visit the Old Jail Museum, General Lew Wallace Study and Museum, and Lane Place. Enjoy downtown Crawfordsville, check out the shops and grab a bite to eat for lunch. Cost includes admission to all the museums and transportation.

Cost: \$20

### **Clabber Girl Museum**

**Wednesday, May 18**

We'll head to Terre Haute, Indiana for a guided museum tour of Clabber Girl. Enjoy a coffee based cooking demonstration and taste testing. Our meal will be provided by the Culinary Division.

We'll have a coffee roasting demonstration during our visit and you'll receive a ½ lb bag of freshly roasted coffee

Cost: \$35

### **God Bless America**

#### **Mestas Musicals**

**Tuesday, June 21**

Head to Romeoville, Illinois to watch history unfold before your eyes in this musical tribute to our country. Robert, Lori and Elliot Mestas sing patriotic songs while portraying historical figures from our nation. This multi-media production honoring those who served will make you proud to be an American. Noon lunch from White Fence Farm and with production following at 1:30. Lunch is included in price.

Cost: \$45

### **Shedd Aquarium Chicago**

**Tuesday, July 26**

Board a luxury charter bus and head to Chicago where galleries are home to creatures from the Waters of the World - rivers and reefs, Great Lakes and small ones, and the global ocean. So take a tour of the water planet. Want to explore a little deeper? Immerse yourself in the Caribbean Reef, Amazon Rising's flooded forest, the Oceanarium's Pacific Northwest coast and Wild Reef's Indo-Pacific reef.

Cost: \$45

# Small Business Development Center

*The Illinois Small Business Development Center (SBDC) at Danville Area Community College is part of a statewide network of small business resource providers sponsored in part through state (Illinois Department of Commerce and Economic Opportunity) and federal (U.S. Small Business Administration) grants.*

*Training, counseling and consulting services are offered to Illinois businesses at little to no cost. Our clients range from start-up through existing businesses that seek ways to improve, develop or finance their organizations.*

*Drawing on in-house expertise, government and academic resources, and the commitment of many business service providers in the private sector, the SBDC is the preferred source for small business support in the state.*

## Starting Your Own Business

Know more about owning a business. Topics include requirements, myths, business plan outline, funding, registrations, and more.  
T, January 11 from 11:30 am-1:00 pm  
Cost: \$10

## Hiring Your First Employee

Know when the right time is to hire, scope your need, understand laws, payroll, and the right people.  
TH, February 17 from 11:30 am-1:00 pm  
Cost: \$10

## BMGT100

### Basics of Business Set-Up

Judge the viability of a business proposal and/or idea for a business. Through an overview of significant issues to be examined before business startup, students will begin to equip themselves with necessary skills for entrepreneurial success.  
T and TH Beginning February 22-April 21 from 6:00-8:00 pm  
2 credit-hour course

## Government Contracting

Learn the special requirements that government agencies establish for the bidding process.  
TH, March 10 from 11:30-1:00  
FREE

## Green Your Business

Learn fiscally sound Green business practices.  
TH, April 21 from 11:30 am-1:00 pm  
Cost: \$10

## Basic QuickBooks

Learn to load your company's information, the correct first steps, and organization.  
W, May 4 from 7:30-9:30 am  
Cost: \$25

## Intermediate QuickBooks

Learn to reconcile bank statements, track inventory, and work through common issues.  
TH, June 16 from 7:30-9:30 am  
Cost: \$25

## Starting Your Own Business

Know more about owning a business. Topics include requirements, myths, business plan outline, funding, registrations, and more.  
T, June 28 from 11:30 am-1:00 pm  
Cost: \$10

## Advanced QuickBooks

Learn to set up payroll, calculate payroll, prepare payroll tax forms, and W-2 preparation.  
W, July 20 from 7:30-9:30 am  
Cost: \$25

Call the SBDC today to schedule an appointment, to enquire about services or to register for a workshop.

All workshops are held at the SBDC offices located at the Village Mall in Danville

## Contact Information:

Small Business  
Development Center  
2917 N. Vermilion  
Danville, IL 61832

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