



MADISON COLLEGE  
**PROFESSIONAL  
&  
CONTINUING  
EDUCATION**

» SUMMER 2020  
**NONCREDIT  
CLASS SCHEDULE**



*Learn* **LOCAL**



June 2, 2020

An open letter from Madison College President Dr. Jack E. Daniels, III

Dear Madison College community,

This last week I have experienced a range of emotions related not only to another unjust African American male death, but to the insidious racism that permeates throughout our society. That racism is found in every sector of our society. Though I do not favor violence against property and person, I fully understand why the protests are occurring. I have seen what racist and unjust actions have resulted in many times before:

**Watts, 1965.  
Newark, 1967.  
Detroit, 1967.  
Chicago and many more cities, 1968.  
Miami, 1980.  
Los Angeles, 1992.  
Cincinnati, 2001.  
Ferguson, 2014.  
Baltimore, 2015.  
Charlotte, 2016.**

I've witnessed how communities and businesses were never rebuilt. And, after having personal experience walking the streets with National Guardsman on duty, always prepared to show my identification, I understand the level of frustration, anxiety, and yes, anger.

I pursued a career in education to make a difference in our communities. I chose the two-year community and technical college route because the critical mass of individuals needing facilitated learning was evident. The learning at community and technical colleges results in economic, social, and in some sense, political growth and well-being. I am committed that Madison College will continue to "do the hard work" to improve that trajectory for each student we serve. It all starts with recognizing who our students are, what experiences they have, and appreciating the communities in which they live.

It is appalling to me that we've been down this road so many times, and yet, evidence of true sustainable progress escapes us. And, if it is not an action of law enforcement creating mayhem, it is a system that refuses to understand the experiences, fate and culture of those who have been disenfranchised and have gone unrecognized for who they are for decades.

This must end. No one can just stand by and say, "it doesn't affect me." Everyone is affected by the unjust death of George Floyd, whose breathing was compromised even after indicating, "I can't breathe." It affects you, even if you don't think it does.



I am a leader in this community who is African American. I lead a college that not only provides education leading to a quality career and beyond, but its connections to the community are extensive. As the leader of Madison College, I can't sit idly by and say nothing. A very smart woman (my wife, Kimila) has always said – silence is consent. Are we consenting to what occurred a week ago – much less consenting to everything else that has occurred prior and bound to be in the future? No. It's time we speak up and act on issues of race if we are going to truly embrace equity and inclusion. It's time for our white co-workers and neighbors to speak up about the injustices being placed on our people of color. It's time we understand what it means to be an African American in today's world.

We must put into action proactive strategies that are sustainable. Sustainable criminal justice reform is necessary and demanded. It's incumbent upon us to reimagine what our law enforcement should be, rethink how our institutions can better prepare and support all students, create and follow through with strengthening local businesses, and elect folks who subscribe to integrity, fairness, inclusion and equity. The key is action.

I hope these courageous conversations on race, impacts on individuals, and creation of sustainable strategies happen in every sector of our communities – education, business and government. Engaging community stakeholders in creating and implementing these strategies will be necessary to effectuate change. I simply don't want to walk over this path again ... it will take all of us to commit to fairness and equity and respect for each other.

In solidarity,

Dr. Jack E. Daniels, III  
President, Madison College



## Arts

### Introduction to Cartooning

This introductory course will guide you through the process of creating sequential art including topics such as: 2D design and perspective, basic drawing techniques with pen and ink, figure drawing and character modeling, abstraction/props, shading/color, narrative development, story boarding, and panel arrangement. This course will give you the basic tools to develop your own cartooning style appropriate for comics, graphic novels, manga etc. *Students provide their own supplies.*

#10891 \$125 R 6pm-8:30pm 7/16-8/20  
Live Web Meeting [Enroll Now](#)

### NEW! Basics of Drawing

In this online drawing survey class, you'll learn to train your artistic eye while also developing your drawing skills. All skill levels are welcome and encouraged! We will meet online weekly. Together we'll explore line and value, geometric and organic shapes, composition and still life, the basics of linear perspective and finally, portraits and figure drawing. You will need a smart phone, scanner or other type of digital camera for sharing pictures of your work and a good internet connection for our meetings. We will share our work via a cloud based file sharing service. *Students provide their own supplies; a supply list will be provided.*

#11258 \$140 T 6pm-9pm 7/7-8/11  
Live Web Meeting [Enroll Now](#)

### NEW! Art Critique

Do you create art at home? Would you benefit from learning to discuss your work with others and getting creative and constructive feedback? Could you use tips and the jolt of direction that comes from sharing your work? Do you wonder what others are making and get excited by creative ideas? Join us to learn structured and positive ways to discuss art, and to share your work with others. Classes will meet to discuss topics and ideas, and students will share and discuss their art with each other. Individual conversations will also be scheduled with the instructor, a veteran college professor with an MFA in fine art.

#11263 \$50 M 6:30pm-7:30pm 7/20-8/17  
Live Web Meeting [Enroll Now](#)

### NEW! Intro to Bookbinding

Have you wanted to try bookbinding but weren't sure where to start? This workshop will let you create up to four projects and learn basic bookbinding techniques, including two kinds of stitching, and how to cut and glue covers. You will make some interesting and useful small booklets with your bookbinding toolkit. *Students provide their own supplies.*

#11219 \$35 S 10am-11am 7/25-8/15  
Live Web Meeting [Enroll Now](#)



### Mixed Media Watercolor Painting

For beginners or continuing students refining their watercolor skills, this class will be filled with technical information, demonstrations, individual instruction and lots of time to paint. Learn brush handling, color theory and watercolor techniques such as washes, glazes and textural effects. Choose subject matter from photos, book references or still lifes as you explore painting styles from realism to abstract. This is a mixed media course with emphasis on watercolor. Explorations with media such as graphite, ink, color pencils, oils and more are incorporated into watercolor painting. *Instructor is bilingual in English and Spanish. Students provide their own supplies.*

#11014 \$185 T 4:30pm-7:30pm 7/7-8/25  
Live Web Meeting [Enroll Now](#)

### Floral Design Workshop

Learn the basic principles and mechanics of floral design. This class is for beginners as well as the advanced students and features different arrangements each time. Students provide their own supplies.

#11022 \$35 M 6-8pm 7/13 & 7/20  
Live web meeting [Enroll Now](#)

#10892 \$35 T 6-8pm 8/8 & 8/15  
Live web meeting [Enroll Now](#)

### NEW! Digital Painting Intro Online

This online class is a beginner level exploration of the tools, theory, techniques and tricks of working with computers, tablets, and software to create digital artwork. You will learn digital techniques by applying traditional art skills through live instruction, demos and exercises. *You will need a computer with a webcam, a fast internet connection, a graphics tablet, such as a Wacom Intuos attached to your computer or an 8inch or larger tablet, such as an Samsung Galaxy or iPad with Autodesk Sketchbook installed to participate in this course.*

#11264 \$95 T 6pm-8pm 7/14-8/18  
Live Web Meeting [Enroll Now](#)



## Discover Zentangle!

We live in a world full of technology and distractions... what if you could have a tool to help you take a break and have some fun? Discover the Zentangle® method, learn to produce patterns step by step, and relax, de-stress, and complete your own Zentangle art! No experience necessary, and all experience levels welcome! Whether you can't draw a stick figure or if you've already created your own masterpieces, this class is for you. Over the duration of the course, we'll explore each step of the Zentangle method, learn how to use the materials and draw tangle patterns, explore how to use graphite to shade and enhance, and break all the rules and just have a fun and relaxing experience! The Zentangle® method is an easy-to-learn, relaxing, and fun way to create beautiful images by drawing structured patterns. It was created by Rick Roberts and Maria Thomas. "Zentangle" is a registered trademark of Zentangle, Inc. Learn more at [zentangle.com](http://zentangle.com). *Students will provide their own supplies.*

#11017 \$50 T 6pm-8pm 8/4-8/18  
Live Web Meeting [Enroll Now](#)

## NEW! Exploring Zentangle

So you've discovered Zentangle, you can't put your pen down and you want to learn more... learn new ways to further your Zentangle practice. Dive deeper into the Zentangle techniques such as auras, drawing behind, and shading. Learn how to embrace your "mistakes" and even layer different tangle patterns to create a dramatic and cohesive piece! Each week create 1-2 tiles and learn new patterns and techniques! The Zentangle® method is an easy-to-learn, relaxing, and fun way to create beautiful images by drawing structured patterns. It was created by Rick Roberts and Maria Thomas. Zentangle is a registered trademark of Zentangle, Inc. Learn more at [zentangle.com](http://zentangle.com). *Completion of Discover Zentangle first is strongly encouraged. Students will provide their own supplies.*

#11265 \$65 T 6pm-8pm 7/7-7/28  
Live Web Meeting [Enroll Now](#)

## Music

### Folk Guitar 1

This is a course designed for the novice, but reinforces the basics and moves along quickly if you want to review. Learn by the chord/accompaniment method, so there is no need to be able to read music. A variety of drills, techniques, and songs enable anyone to learn how to understand, strum and pick the guitar. Bring your own guitar (preferably acoustic) to each class. *Textbook purchase required.*

#10975 \$95 T 6pm-8pm 7/14-8/18  
Live Web Meeting [Enroll Now](#)

### Applied Guitar 1

Learn how to read music and interpret chord diagrams for the guitar as well as basic strumming rhythms/patterns. We will play basic tunes together as a class. Bring your own guitar (preferably acoustic) to each class. *Textbook purchase required.*

#11019 \$95 W 6:30pm-8:30pm 7/22-8/26  
Live Web Meeting [Enroll Now](#)

### Applied Guitar 2

For this class, you should be comfortable with basic music reading and chord knowledge. The class will review material as needed from Applied Guitar 1 and you will continue to learn to read music as well as tablature. More advanced strumming patterns will be introduced, and beginning blues/rock examples will be explored. *Textbook purchase required.*

#11171 \$95 M 6:30pm-8:30pm 6/29-8/3  
Live Web Meeting [Enroll Now](#)

### Harmonica 1

The harmonica is a fun, simple, yet expressive musical instrument. In this class we will look at beginning harmonica techniques such as getting single notes, popular melodies, blues, bent notes, and improvising. Ability to read music is unnecessary. *Students should have a basic 10 hole, diatonic harmonica in the key of C.*

#10913 \$125 W 6:30pm-8:30pm 6/24-8/19  
Live Web Meeting [Enroll Now](#)

### Music Theory and Composition

This course is designed to provide students with a basic foundation in music theory. Weekly lessons will include note reading, rhythm/melody/harmony structure and recognition, music terminology, scales, key signatures and composition techniques. Class time will include written and ear-training exercises. Throughout the course, students will be exposed to active-listening exercises in a variety of musical styles. Each student will incorporate his or her newfound theory skills by creating an original composition using the musical knowledge gained through the coursework. *Students should complete Piano Semester 1 prior to or concurrent with this class. Textbook purchase required.*

#11259 \$140 TR 7pm-8pm 6/23-8/20  
Live Web Meeting [Enroll Now](#)

## Piano Semester 1

This course is for those with no or minimal piano background. Learn basic note reading, technique, rhythm, and music theory. Pieces will include familiar melodies of classical, folk, and pop songs. *Textbook purchase required.*

#10937 \$110 TR 1pm-2pm 7/7-8/20  
Live Web Meeting [Enroll Now](#)

#10915 \$110 TR 6pm-7pm 7/7-8/20  
Live Web Meeting [Enroll Now](#)

## Piano Semester 2

Students will continue studies of note reading, technique, rhythm, and music theory. *Successful completion of non-credit Piano 1 or the equivalent is required. Textbook purchase required.*

#10938 \$110 TR 2pm-3pm 7/7-8/20  
Live Web Meeting [Enroll Now](#)

## World Languages

### Arabic 1

Arabic 1 is an introductory course in both Modern Standard Arabic (MSA) and spoken Arabic (Levantine dialect), each used in a culturally appropriate context. By the end of the course, we will have covered the whole of the Arabic alphabet and be able to have simple conversations in spoken Arabic as well as read and write simple texts in MSA. *Textbook purchase required.*

#10950 \$155 T 6:30pm-9pm 7/7-8/25  
Live Web Meeting [Enroll Now](#)

### Arabic 2

Arabic 2 is a continuation of Arabic 1 and will build up vocabulary and fluency, especially in spoken Arabic (Levantine dialect). At the same time we will develop reading and writing in Modern Standard Arabic. Successful completion of Arabic 1 is highly recommended, but some other exposure to the language and mastery of the Arabic alphabet may suffice. *Textbook purchase required.*

#11222 \$155 M 6:30pm-9pm 6/29-8/24  
Live Web Meeting [Enroll Now](#)

### French 1

Do you have no previous experience speaking French? This beginning course will emphasize French for recreation. Topics include basic phonetics, numbers, foods and travel with very elementary, uncomplicated verbal communication.

#10951 \$155 T 6pm-8:30pm 7/7-8/25  
Live Web Meeting [Enroll Now](#)

#11025 \$155 U 1pm-3:30pm 7/12-8/30  
Live Web Meeting [Enroll Now](#)

## German 1

Do you want to learn to speak German for conversation or travel? In this course you will learn the vocabulary and grammar to be able to ask and understand questions and answers as well as to express yourself on topics such as your own background and favorite activities. We will work toward these goals using authentic German materials in addition to our textbook, and class time will offer many opportunities and exercises for practice with meaningful interaction in German. *No previous knowledge of German is required. Textbook purchase required.*

#10952 \$155 R 6pm-8:30pm 7/9-8/27  
Live Web Meeting [Enroll Now](#)

## Italian for Travel

This class is for those with no previous experience with the Italian language. Emphasis is on useful phrases for travelers, comprehension, and pronunciation.

#11026 \$50 S 10am-11am 7/11-8/8  
Live Web Meeting [Enroll Now](#)

## Norwegian 1

This elementary, introductory course is for students with no previous knowledge of the Norwegian language. We will be emphasizing Norwegian for recreation. Topics include basic phonetics, numbers, foods, and travel with uncomplicated verbal communication. *Textbook purchase required.*

#11240 \$155 W 6pm-8:30pm 7/1-8/19  
Live Web Meeting [Enroll Now](#)

## Sign Language (ASL) 2

For students who have completed one or two semesters of introductory American Sign Language and want continued practice with previously introduced sign vocabulary, nuances of ASL non-verbal communication, expression, and structure. The class features further vocabulary building, advancement of grammar pattern use and increased ASL conversation without voice. Guest deaf participants provide receptive finger spelling and conversational skill practice. *Students are expected to have a firm grasp of the material from Sign Language 1 to succeed in this immersion class. Textbook purchase required.*

#11031 \$206 MW 6pm-7:15pm 7/27-9/14  
Live Web Meeting [Enroll Now](#)

## Spanish 1

If you want to learn to speak Spanish, this is where to start! This class is designed for students with little or no previous knowledge of Spanish. This is an introductory course in Spanish language including basic commands, greetings, colors, numbers, parts of the body, family relationships, time, and foods. *Textbook purchase required.*

#10920 \$155 TR 6pm-7:15pm 6/16-8/6  
Live Web Meeting [Enroll Now](#)

#11037 \$155 TR 9am-10am 6/23-8/27  
Live Web Meeting [Enroll Now](#)

## Spanish 2

Spanish 2 is ideal for those who have had some Spanish before and are seeking to refresh what they know and to improve their reading, writing, speaking, and listening skills. There will be an emphasis on vocabulary building, covering a variety of topics, and being able to communicate in a meaningful way. Grammar will also be covered in order to help students understand the structure behind the language. *Students should have completed non-credit Spanish 1 or the equivalent. Textbook purchase required.*

#11260 \$155 TR 10am-11am 6/23-8/27  
Live Web Meeting [Enroll Now](#)

## Spanish 3

Spanish 3 is a continuation of Spanish 2. Gain more advanced skills in reading, writing, and speaking Spanish. *Successful completion of non-credit Spanish 2 or the equivalent recommended. Textbook purchase required.*

#11033 \$155 TR 6pm-7:15pm 6/16-8/6  
Live Web Meeting [Enroll Now](#)

## Spanish Conversation Practice - Advanced

The instructor will facilitate conversation in Spanish by grouping students by skill level and organizing activities. This is an excellent way for Spanish students to improve fluency and vocabulary and practice what they've learned in other classes. *Students should have completed noncredit Spanish 3 or Spanish 4 or the equivalent.*

#11189 \$125 W 6pm-8:30pm 7/1-8/5  
Live Web Meeting [Enroll Now](#)

## Home Decorating

### Home Decorating 1

Having a plan is part of any good home decorating scheme. In this course, you will learn how to accurately measure a space and then use basic tools to draw a floor plan for the space you intend to decorate. Other topics include understanding floor plans and symbols, basic furniture planning and layout tips.

#10940 \$95 MW 6:30pm-8pm 7/13-8/5  
Live Web Meeting [Enroll Now](#)

### Staging Your Home to Sell

Staging your home to sell is fun, easy, and profitable. This class goes beyond decluttering and teaches you what to do (and what not to do) when staging your home. The key is managing buyers' perceptions by presenting and rearranging your home to help them appreciate its features. You also will learn how to prevent decorative accessories from distracting buyers. Photos, tips and other materials are included.

#10941 \$50 TR 6pm-8pm 7/14-7/21  
Live Web Meeting [Enroll Now](#)

## Sewing, Fiber and Textile Arts

### NEW! Floral Embroidery

Embellish your wares! Embroidery is a great way to spruce up old worn garments or simply give them a fresh appearance. It's a great time to be thinking about prints and patterns, too. Learn some easy-to-follow embroidery techniques to create your own embellishing patterns. This is also a great way to learn the basics of embroidery so you can take more advanced courses in the future. *Students provide their own supplies.*

#11266 \$35 R 6pm-8pm 7/2-7/9  
Live Web Meeting [Enroll Now](#)

### NEW! Fabric Collage Compositions

Free your mind and exercise your creativity with an easy project. Play with color, print, and texture while composing a hand-sewn fabric collage. Embroidery, mending and other stitching techniques will be utilized to embellish and add dimension to the piece. Final piece can become a wall hanging, a tote bag, a pillow or other item. *Students provide their own supplies.*

#11267 \$35 R 6pm-8pm 7/23-7/30  
Live Web Meeting [Enroll Now](#)

### Knitting: Beginning

This course is designed for the beginning knitter. Learn to choose and interpret a pattern and select equipment and yarn. Basic knitting stitches and processes, perfection gauge, and finishing seams are also included.

#11110 \$125 T 1-2:30pm 7/14-9/15  
Live web meeting [Enroll Now](#)



# Photography and Video

## Beginning Digital Photography

Are you just getting started in digital photography? Or are you frustrated with your experience with your digital camera? This course is for those with any type of digital camera. You will learn about digital photography, basic camera controls and functions, ways to improve your digital photos, uploading digital photos to computer and finish with an introduction to photo post-processing. *Bring your fully charged digital camera, manual, charger/batteries, and memory cards.*

#11052 \$35 W 9am-11am 8/5-8/12  
Live Web Meeting [Enroll Now](#)

## Adobe Photoshop Elements: Intro

If you'd like to make your digital photos look even better, this course will teach you how to use Adobe Photoshop Elements software to edit, enhance, and manage photo files. Topics covered include file types, using templates, editing and retouching photos, and adding text to photos. *Basic MS Windows skills required. Textbook purchase required.*

#11261 \$125 R 6pm-9pm 7/2-7/30  
Live Web Meeting [Enroll Now](#)

# Writing and Publishing

## NEW! Creative Writing: Summer Online Adventure

Ramp up your writing this summer with an online writing adventure. Each week, you will be provided with a writing prompt, with room to adapt to your own preferred genre and style. In the following week's online class, we will share and discuss our work and processes. Also, you will have the chance to receive feedback from the instructor and fellow students in a workshop setting. What to expect: writing both in and outside of class, lively discussions, workshop opportunities, and a supportive environment. Our goal? Generate new work, connect with other writers, get out of your comfort zone, and have a blast! And bonus—since this is an online class, you can be almost anywhere and still participate. Writers of all experience levels are welcome!

#11242 \$95 T 7pm-8:30pm 6/30-8/11  
Live Web Meeting [Enroll Now](#)

## NEW! Write to Heal

Have you or someone you loved experienced a life-changing illness? Do you sometimes feel overwhelmed with either your own health issues or another person's as their caretaker? Do you believe in the power of story and its healing ability? Narrative medicine can empower people to speak and write their truth. Through the experience of being vulnerable and sharing your own story, you may find a common bond with others. Find strength by reading the poems and stories of famous writers and artists. Discover your own story.

#11059 \$95 W 6pm-8pm 7/15-8/19  
Live Web Meeting [Enroll Now](#)

## NEW! Write Your Travel Memoir

Are you preparing to go on an adventure? Or recently returned from one? The trip of a lifetime can also be the story of a lifetime. Turn your photos and travel experiences into a compelling essay that can be your best souvenir! In this workshop, explore what to write about, why, and who to write for. Bring your story to life with vivid characters, settings, focus, and drama, and find the personal meaning in your travel memories. Whether you're new to writing or a working writer, you'll learn skills that you can apply in writing a piece of work for publication, for blogging, or memorializing your experience to share with friends and family.

#11112 \$65 T 6pm-7:30pm 7/14-8/11  
Live Web Meeting [Enroll Now](#)

## NEW! Write your Screenplay

Do you have an idea that you know would make a great movie? Perhaps you've even written a few pages of script but didn't know where to go next? This class is for you. In this 6-week course we will dive into the fundamentals of screenwriting and learn the art of professional cinematic storytelling. With industry expertise, we will harness that elusive beast "screenplay structure," and make it work for us, exploring character, dialogue, outlining and more. In a short time you will be well on your way to creating an exciting and powerful story. Write your screenplay today.

#11061 \$95 T 6pm-8pm 7/14-8/18  
Live Web Meeting [Enroll Now](#)

## NEW! Writing the World that Isn't: Science Fiction and Fantasy

There's nothing more exciting than creating your very own world where you make all the rules – until you realize that just like ripples on a pond, one little change affects everything else. In a workshop setting, we'll explore consistency in magic/technology systems, discuss the downside of the all-powerful thingy maker/magic worker, and play with the cultural and social implications that arise as a logical consequence of the changes we've made to reality. Come ready to write and open to critique.

#11111 \$65 M 6pm-7pm 7/13-8/17  
Live Web Meeting [Enroll Now](#)



## Other Personal Enrichment

### Global Religions in the Modern World

Would you like to gain insight into other cultures and motivations behind human interactions? For many people around the world, and throughout history, religion has been a major factor of how they see the world and why they do the things that they do. In this course we will explore six major religious traditions in the world today - Judaism, Christianity, Islam, Hinduism, Buddhism, and Confucianism. We will discover what membership in these religions means for the people who follow them and explore some of the diversity that can be found within a single religious tradition.

#11073 \$125 R 9am-11am 7/9-8/27  
Live Web Meeting [Enroll Now](#)

### **NEW!** Ancient History: Egypt, Greece & Rome

Are you fascinated by ancient history? For centuries people have looked back to the classical civilizations of the Mediterranean for inspiration and guidance in the fields of philosophy, political thought, art, and mathematics. We will look at the civilizations of Egypt, Greece, and Rome, and consider how they have influenced the modern thought, what lessons we can learn from them, and also look into some common misconceptions about them. We will use primary sources, such as art objects and writings, to help us understand the civilizations we are studying.

#11180 \$125 R 1pm-3pm 6/25-8/13  
Live Web Meeting [Enroll Now](#)

### Genealogy Intermediate

You've started to research your family tree. You've filled in all of the information you know, and you've talked to all the relatives and studied all of the family documents. Where do you go from there? How do you fill in the spots in your family tree with the records that are available? In this intermediate class we will explore how census records can build a framework for your tree. We'll talk about cemeteries and what they can tell you about your ancestors other than just birth and death dates. We'll find documents that are tied to the immigration process and learn what they can reveal. Find out how many of your ancestors served in the military and possibly find out what battles they fought in. Continue digging deeper into your family history.

#11076 \$95 TR 6pm-7:30pm 7/7-7/30  
Live Web Meeting [Enroll Now](#)

### Discovering Ancestry Online

Wondering how to use Ancestry.com to research your family tree? Let us help you! Join us in discovering how to use Ancestry's millions of records to their fullest extent; use its vital, census, naturalization and immigration, military, and newspaper records to create a framework for your family tree journey. Access to Ancestry.com is recommended, but not necessary for the class. *Basic computer skills required.*

#10982 \$95 TR 6pm-7:30pm 8/4-8/27  
Live Web Meeting [Enroll Now](#)

### Basics of Auto Maintenance

This course will show you the basics for checking and maintaining oil fluid, air filter, brake fluid, antifreeze, tire pressure, air filters and answer other questions you may have. Approximately half of the class will be presentation, including safety, and the other half will be spent demonstrating the above fluids and pressures so that you may do it yourself when needed. This course will also help prepare you to discuss issues when you need to take your car to be repaired. Class will consist of a live web meeting and video content for reference.

#10979 \$39 R 5-8pm 7/23  
Live Web Meeting [Enroll Now](#)

### Selling on Etsy Intro

Are you crafty and interested in selling your handmade items online? Learn the ins and outs of establishing a shop on Etsy, from creating your own store and entering product descriptions to choosing keywords, uploading photos and presenting a professional storefront. *Intermediate-level computer skills required.*

#10949 \$80 F 9am-10:30am 7/10-8/14  
Live Web Meeting [Enroll Now](#)

### Smartphone Photography

With today's smartphone camera technology, taking high-quality photos has never been easier. Learn valuable tips and techniques to take your Android or iPhone pictures from good to great. You will learn about lighting, composition, and even helpful apps and camera add-ons. This fun and informative class will also assist you with photo retrieval and backup.

#11049 \$35 W 10am-1pm 7/15  
Live Web Meeting [Enroll Now](#)

## Financial Planning

### Do Your Own Will

This course covers basic estate planning, taxes, marital property, trusts, and funeral planning. Participants receive instruction on how to write their own wills using the Wisconsin Basic Will and will learn how easy it is to create non-probatable assets. No legal advice or counseling is given. Individual wills will not be drafted or reviewed during class.

#10907    \$50    M    6-7:30pm    8/3-8/24  
Live Web Meeting    [Enroll Now](#)

### Where Does All My Money Go?

Learn how to get control of your money once and for all.

Instructor-Led    Start Dates: Jun 17 | Jul 15  
[Enroll Now](#)

### Keys to Successful Money Management

Certified financial planner shows you how most wealthy people build their fortunes.

Instructor-Led    Start Dates: Jun 17 | Jul 15  
Self-Paced    No Instructor, Start Anytime  
[Enroll Now](#)

### Introduction to Stock Options

Learn how stock options can protect your portfolio and help you profit in any type of market.

Instructor-Led    Start Dates: Jun 17 | Jul 15  
Self-Paced    No Instructor, Start Anytime  
[Enroll Now](#)

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

Learn how to make wise investment decisions so that you have enough money to live comfortably through your retirement.

Instructor-Led    Start Dates: May 13 | Jun 17 | Jul 15  
Self-Paced    No Instructor, Start Anytime  
[Enroll Now](#)

### The Analysis and Valuation of Stocks

Discover valuable techniques that show you step-by-step how to research and value stocks.

Instructor-Led    Start Dates: Jun 17 | Jul 15  
Self-Paced    No Instructor, Start Anytime  
[Enroll Now](#)

## Health and Wellness

### **NEW!** Stay Strong

Are you looking for personal fitness exercises with an experienced instructor in the convenience of your home? Each week you'll have access to a progressive 1 hour video routine that includes core work, yoga, and light cardio, which will be instructed in a way that is suitable for either the beginner or advanced student. Plus you can use the video as often as you like throughout the week! You'll also have the opportunity to connect with your instructor to discuss each week's exercises and any questions you might have along the way.

#11284    \$35    T    6pm-6:30pm    7/7-7/28  
Live Web Meeting    [Enroll Now](#)

#11339    \$35    T    6pm-6:30pm    8/4-8/25  
Live Web Meeting    [Enroll Now](#)

### **NEW!** Stay Calm

Are you looking for mindful exercises with an experienced yoga instructor in the convenience of your home? Each week you'll have access to a 1 hour video routine that includes mindful yoga exercises on the floor that will create a sense of calmness and relaxation for the mind and body, instructed in a way that is suitable for all abilities, as well as the occasional use of simple props. Plus you can use the video as often as you like throughout the week! You'll also have the opportunity to connect with your instructor to discuss each week's exercises and any questions you might have along the way.

#11285    \$35    T    6:30pm-7pm    7/7-7/28  
Live Web Meeting    [Enroll Now](#)

#11338    \$35    T    6:30pm-7pm    8/4-8/25  
Live Web Meeting    [Enroll Now](#)

### **NEW!** Stay Happy: Dance Fitness

Are you looking for fun dance exercise with an experienced dance fitness instructor in the convenience of your home? Each week you'll have access to a 45 min video routine that includes fun dance routines to Latin, Pop and other international rhythms (similar to Zumba) that will keep you physically fit and mentally happy. Use the video as often as you like throughout the week! You'll also have the opportunity to connect with your instructor to discuss any questions you might have or modifications you might need along the way.

#11291    \$35    W    6-6:30 PM    7/8-7/29  
Live web meeting    [Enroll Now](#)

#11340    \$35    W    6-6:30 PM    8/5-8/26  
Live web meeting    [Enroll Now](#)

### Yoga

Yoga can help you develop strength, endurance, and balance in addition to flexibility and relaxation with friendly and practical instruction. The class is suitable for all ages, body types, and levels of fitness. *Students must provide their own mat.*

#11067    \$67    T    6pm-7pm    7/7-8/25  
Live Web Meeting    [Enroll Now](#)

## Zumba

Join us for an exciting dance fitness class with great music and high-energy rhythms that make it fun to get fit! *Students may need to obtain suitable shoes per the instructor's recommendation.*

#11071 \$50 T 6pm-7pm 7/14-8/18  
Live Web Meeting [Enroll Now](#)

## Zumba Gold

Zumba Gold is a fun, 60-minute dance fitness class geared for the active older adult. The class also prepares students to enter a Zumba class by starting with simplified dance routines.

#11069 \$50 M 5pm-6pm 7/6-8/10  
Live Web Meeting [Enroll Now](#)

## Cooking

### NEW! Knife Skills Overview

What does it mean to julienne, dice or to make a batonnette cut? In what circumstances do you use different cuts? Learning how to work a knife properly may change your life as a cook. Get yourself a good knife and get ready. We will show you how to sharpen your knife and answer all of your questions regarding these sharp and pointy superstars of the kitchen.

#11269 \$20 T 8pm-9pm 6/23  
Live Web Meeting [Enroll Now](#)

### NEW! Fried Rice

No wok? No problem. Learn some easy steps to complete a scrumptious fried rice in an online kitchen meeting. What goes into the rice? What rice to use? What oil is preferable to fry? It's a great time to put this easy and inexpensive favorite into your meal rotation.

#11272 \$20 R 8pm-9pm 7/16  
Live Web Meeting [Enroll Now](#)

### NEW! Savory Spring Onion Pancake

It is so easy. All we need is flour, water, oil, spring onion (scallion), and salt. With a golden brown crust outside and fragrant scallion inside, the scallion pancake is a comfort food for any time of the year and pairs splendidly with many meal plans. Let's fry some up and have a nice chat about what else we might serve with it.

#11273 \$20 R 8pm-9pm 7/30  
Live Web Meeting [Enroll Now](#)

### NEW! Pan-fried Seafood

How do you choose seafood? Fry with skin on or off? What is the best seasoning? How do you check to see when it's done? Bring your own questions about frying seafood to our online meeting.

#11274 \$20 R 8pm-9pm 8/6  
Live Web Meeting [Enroll Now](#)

## NEW! Paleo/Low Carb Taco Night

Are you aiming for weight control but staying too close to a kitchen full of no-nos? Satisfy those cravings without the carbs! Join Shaileena online to learn how to make a low carb and healthy-yet-delicious street style cilantro lime shrimp and chicken chorizo tacos.

#11295 \$20 M 6-7:30 PM 7/6  
Live web meeting [Enroll Now](#)

## NEW! Plan-Ahead 1-Pot Indian Meals

Learn how to make a couple of delicious one-pot hearty meals which can be made in bulk, divided into portions and stored in a freezer for later.

#11296 \$20 M 6-7:30 PM 7/20  
Live web meeting [Enroll Now](#)

## NEW! Easy Indian Meals on a Budget

In each class, learn a salad, soup and a main dish with easy to find, affordable ingredients. Delicious, easy and a change from the everyday!

#11297 \$50 M 6-7:30pm 8/3-8/17  
Live web meeting [Enroll Now](#)

## Instant Pot Soups

Learn to make home-made soups the Instant Pot way! Delicious easy to make soups that won't need to simmer all day. Also get some tips on how to get the best use from your multi-cooker. Vegetarian recipes included.

#11298 \$20 M 6-7:30pm 8/24  
Live web meeting [Enroll Now](#)

## NEW! Pasta Made Easy

Out of pre-made pasta? A little flour and liquid, and our dinner is almost ready. Join our online meeting to learn how to make a simple fresh pasta and tomato sauce. We'll be making pasta with our hands as the tools, starting from dough to the delicious final product.

#11271 \$20 R 8pm-9pm 7/9  
Live Web Meeting [Enroll Now](#)

## NEW! If you can only boil water...

...then you can cook a lot more than you thought you could! What you do with hot water makes a big difference in terms of energy, saving money, retaining nutrition and elapsed time. Leverage the power of water to add some new tricks to your basic cooking skills and preserve the nutrients in your foods. Learn simple poaching, steaming without a steamer, cooking pasta with a small amount of water, and more. Join us in a live online meeting to ask any questions that that may bubble up.

#11270 \$20 T 8pm-9pm 6/30  
Live Web Meeting [Enroll Now](#)

## NEW! Detroit Style Pizza

Chicago has deep dish, NYC has thin, foldable pizza. Did you know the Midwest has its own unique and delicious type of pizza? Detroit, and northeast Pennsylvania, have been making a thick crust pizza for over 70 years. The crust is the star, slightly crisp on the bottom, pillowy and soft on top, then covered with sauce and a blend of cheese. This pizza is traditionally made in blue steel pans, but we will use household items like cast iron pans and cake pans. Follow along at home as we make Detroit pizza.

#11320 \$20 W 6-7pm 7/22  
Live Web Meeting [Enroll Now](#)

## Baking French Breads

In towns and villages of France, bakery shops known as "boulangeries" sell fresh French bread daily, and many bakers make it with personal recipes. Real traditional French bread must use fresh flour, salt and yeast. Many types of supermarket breads use frozen dough, but this isn't regarded as real French bread. With so many types of delicious French breads, there's something that everyone can enjoy. Join us to learn how to master the classic French breads.

#11215 \$35 S 9-12pm 6/20  
Live Web Meeting [Enroll Now](#)

## Parisian Escape

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### Paris Sightseeing, Beyond the Ordinary

*Tue, June 9, 2020*  
7:00 PM – 8:15 PM CDT  
\$19 · [Register](#)

Paris, the City of Light, is known for its art, architecture and food. Most visitors to Paris see the Eiffel Tower, The Louvre, and Notre Dame and a handful of other well-known sites. Join us for an exploration of some magical experiences that you may not know that make Paris one of the beloved places in the world. We will explore some of Paris's covered passages, best food markets, unusual vintage shopping, and scenic walks.

### French Cooking: Crepe, Sweet & Savory

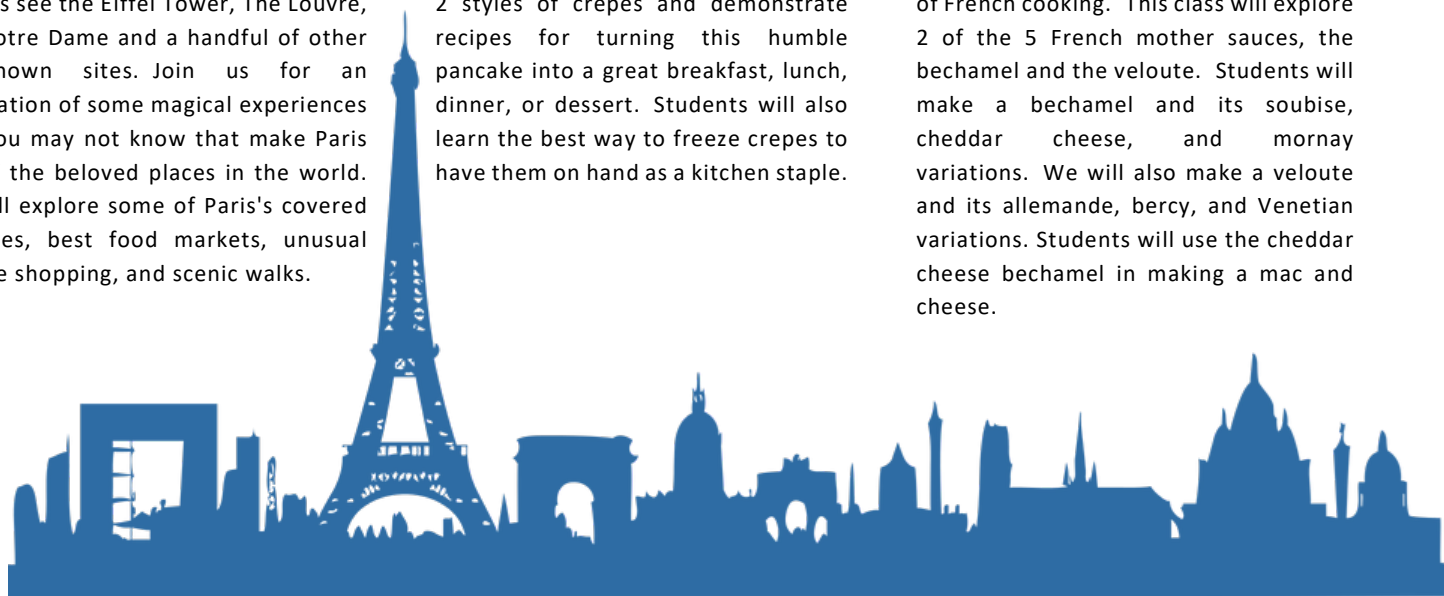
*Tue, June 16, 2020*  
4:00 PM – 5:00 PM CDT  
\$19 · [Register](#)

Crepes are quickly made, wonderfully versatile thin pancakes. We will make 2 styles of crepes and demonstrate recipes for turning this humble pancake into a great breakfast, lunch, dinner, or dessert. Students will also learn the best way to freeze crepes to have them on hand as a kitchen staple.

### French Cooking: Get Saucy

*Tue, June 23, 2020*  
4:00 PM – 5:30 PM CDT  
\$19 · [Register](#)

Finishing a dish with a sauce elevates the dish, and a great sauces are at the heart of French cooking. This class will explore 2 of the 5 French mother sauces, the bechamel and the veloute. Students will make a bechamel and its soubise, cheddar cheese, and mornay variations. We will also make a veloute and its allemande, bercy, and Venetian variations. Students will use the cheddar cheese bechamel in making a mac and cheese.





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## Industry & Trades

### Sketchup Intro **BADGED**

SketchUp Pro allows you to create three-dimensional models of your designs. Topics covered in this course include creating basic geometry, understanding and using inference and stickiness in SketchUp, using the drawing tools, creating and working with groups and components, texturing your model, creating scenes and managing styles. The features and benefits of SketchUp Pro also will be introduced, along with how to access and use free versions.

#10984 \$179 T 6pm-9pm 7/7-8/4  
Live Web Meeting [Enroll Now](#)

### **NEW!** SolidWorks 2A

Second course in the study of parametric solid modeling using SolidWorks 2019, as it applies to the mechanical design field. Intermediate software applications are explored including sweeps, lofts, configurations, hole wizard and threads. *Hybrid Class with live web meetings and online class requirements.*

#11201 \$399 MWF 6pm-9pm 6/29-7/17  
Live Web Meeting [Enroll Now](#)

### **NEW!** SolidWorks 2B

Third course in the study of using SolidWorks 2019, applying principles learned in the previous sessions. Emphasis is placed on bottom-up assembly modeling techniques, and the generation of working drawings. Students will also be introduced to the preparation for the industry Certified SolidWorks Associate Examination (CSWA), including the option to take the exam after completing the 3 non-credit SolidWorks sessions. *Hybrid Class with live web meetings and online class requirements.*

#11202 \$399 MWF 6pm-9pm 7/20-8/7  
Live Web Meeting [Enroll Now](#)

### WI Real Estate CE: 2019/2020

According to the Wisconsin Department of Safety and Professional Services (DSPS), all licensees must complete 18 hours of continuing education in each biennium. Madison College provides licensees with the opportunity to earn 18 CEUs in this single, self-paced, online course. *Students may enroll at any time.*

#11167 \$159 Start Anytime [Enroll Now](#)

## Data Analytics

### Intermediate Applied Statistics **BADGED SERIES**

Have you taken Introduction to Applied Statistics and are ready for more? Are you already familiar with statistics but would like to learn about non-parametric testing and how to work with non-normally distributed data? In this intermediate statistics class, you'll learn how to analyze real-life data scenarios and work with data that doesn't conform to traditional testing.

#11230 \$249 W 6pm-9pm 7/15-8/19  
Live Web Meeting [Enroll Now](#)

## Computers Tools & Applications

### MS Excel: Intro

In this course, you will learn how to work efficiently in MS Excel by using tables; creating and navigating worksheets by entering, editing and formatting numbers, text and dates; and writing formulas and using functions for calculations. You also will create and format charts to visualize data and illustrate trends, explore sorting and filtering, and learn helpful tools for working with large data sets. *Familiarity with Windows required. Textbook purchase required.*

#11004 \$179 R 6pm-9pm 7/23-8/20  
Live Web Meeting [Enroll Now](#)

### MS Excel: Intermediate

This course will apply more advanced workbook formatting using themes and styles. You will use custom number formats; explore the potential of lookup functions and analysis tools; and add subtotals, nested functions, date and time calculations, text modification and conditional functions to your Excel skillset. This course also covers tools for working with large worksheets and multiple sheets, linking cells and formulas, naming cells and ranges, working with hyperlinks and tables, sorting and filtering, outlining, adding graphics, making templates and protecting worksheets. *Some prior experience with MS Excel required. Textbook purchase required.*

#10988 \$179 T 6pm-9pm 7/7-8/4  
Live Web Meeting [Enroll Now](#)

### MS Excel: Basic Formulas & Functions

In this workshop, you will learn to perform arithmetic calculations using cell references in formulas, as well as become familiar with commonly-used functions. *Some prior experience with Excel required.*

#11133 \$69 W 6pm-9pm 7/8  
Live Web Meeting [Enroll Now](#)

### Python Programming Intermediate

If you already have a working knowledge of Python this course will expand your understanding. It emphasizes the creation of scripts to support data analysis procedures and the automation of tasks. You will learn procedures that can be used to interact with remote and local databases, as well as how to efficiently process multiple data files, create supporting data structures and generate reports in the form of spreadsheets, charts or maps. The course focuses on discussions and in-class exercises that rely on code templates to complete data analysis and automation tasks — allowing you to improve your coding skills by practicing debugging, breaking problems into small tasks, and interacting with objects and packages created by other people. *Prior completion of the Python Intro course or equivalent strongly recommended.*

#10986 \$179 T 1pm-4pm 7/14-8/11  
Live Web Meeting [Enroll Now](#)



## OnBase Enterprise Content Management

OnBase Certified System Administrators (OCSA) are in **high demand**. If you are interested in technology and the many different opportunities that are available in the Content Services industry, then this is the course for you.

Becoming an OnBase Certified System Administrator can open up new career opportunities for you. This course will train you to effectively use, maintain, administer, and configure business process automation in OnBase, an enterprise information platform for managing content, processes and cases.

*This course is NOT intended for individuals who already work in a role supporting or interacting with OnBase or for those looking to further certify or recertify.*

#11166      \$349      TWR      5:30pm-8:30pm  
8/11-8/20      Live Web Meeting      [Enroll Now](#)

Once trained in OnBase, you will have the tools you need to work with organizations to help them use technology to improve their processes. As a new OCSA you will receive exclusive access to a Virtual Career Fair sponsored by [Naviant, Inc.](#)



## Graphic Design

### Adobe Photoshop Intermediate **BADGED**

If you're already familiar with Adobe Photoshop, this course will allow you to further explore the program's capabilities, including masking, blending, creating effects, and adjusting layers and type to create exciting digital compositions. You also will gain proficiency using keyboard shortcuts and improve workflow skills. *Students are expected to have prior experience with Photoshop. Textbook purchase required.*

#11142 \$179      T      6pm-9pm      7/7-8/4  
Live Web Meeting      [Enroll Now](#)

### Adobe InDesign Intro **BADGED**

InDesign is the ultimate layout program for today's graphic designer. This course will help you develop the skills necessary to create professional looking fliers, brochures and other multipage documents with confidence. Learn how to apply the principles of design to document layouts and understand how the four-color printing process works. Topics include how to set up specially sized documents, flow in and format text, use and create various styles, work with color, place graphics and output for commercial or desktop printing. *Intermediate-level computer skills required. Textbook purchase required.*

#11006 \$179      T      6pm-9pm      7/7-8/4  
Live Web Meeting      [Enroll Now](#)

### Adobe InDesign Intermediate **BADGED**

If you're already familiar with InDesign, this course will help you gain greater proficiency in techniques that improve workflow. You will learn keyboard shortcuts, and text and object styles, plus how to build multiple page documents, perfect the use of master pages, work with tables, apply special effects and use such advanced options as the Books feature. *Prior experience with InDesign required. Textbook purchase required.*

#11143 \$179      M      6pm-9pm      7/27-8/24  
Live Web Meeting      [Enroll Now](#)

### Adobe Illustrator Intro **BADGED**

Vector images play an important role in the creative process and provide the best format for logos and illustrations. In this course, you will learn the basics of creating beautiful vector images, gain an understanding of anchor points and paths, and then select, edit and manipulate them using the selection tools and modifier keys. Topics include becoming familiar with workspaces, working with objects, creating and saving swatches, and formatting text. You also will gain experience using the shape, transform, paintbrush and pen tools to create logos, backgrounds and simple illustrations. *Intermediate-level computer skills required. Textbook purchase required.*

#11121 \$179      T      6pm-9pm      6/30-7/28  
Live Web Meeting      [Enroll Now](#)



## Adobe Lightroom

In this course, you will become familiar with using Adobe Lightroom to import, view and organize photos, as well as apply various filters and create web galleries and slideshows. You also will learn how to edit photos for white balance, exposure, tonal adjustments, saturation and color. *Intermediate-level computer skills required. Textbook purchase required.*

#11008 \$169 M 6pm-9pm 7/13-8/10  
Live Web Meeting [Enroll Now](#)

## Web Design and Content Management

### Create a Website Without Coding

Develop a plan for your website and learn to create it without any coding. Start with the creation of a website strategy then learn the differences between the major website platforms like Squarespace, Weebly, or WordPress so you can choose the best one for your business. Get hands-on practice creating your website with instructor guidance. *Intermediate-level computer skills encouraged*

#11135 \$49 T 1pm-4pm 7/21  
Live Web Meeting [Enroll Now](#)

## Java Programming Intro

If you have no prior computer programming experience, this course is for you. Topics covered include variables, data types, arithmetic operations and precedence, string operations, logical operations, loops, comments, operator input and more. You will also learn how to install JDK on Windows and design simple programs. Intermediate-level computer skills needed, but no prior programming experience required. *Students are expected to have intermediate-level computer skills. Textbook purchase required.*

#11009 \$169 W 6pm-9pm 6/10-7/8  
Live Web Meeting [Enroll Now](#)

## HTML and CSS Basics for Web

This course is an introduction to HTML5 and CSS3, the languages giving structure and style to every website. Learn how to write HTML elements and CSS rule-sets, how to use them to build and style web pages, and where to find web-based resources for further learning. Topics include page building blocks, text elements, links, images, color, tables, forms, semantic layout, responsive design and accessibility. Students will build their skills continuously and cumulatively in the course, culminating with a final project of a 4-page basic website. *Intermediate-level computer skills are recommended. Textbook purchase required.*

#11010 \$179 W 6pm-9pm 7/15-8/12  
Live Web Meeting [Enroll Now](#)

## Small Business and Startups

### Social Media Business Strategy

Learn the fundamental differences between the top social media platforms, and how to identify the best ones for your business. Learn how to create an effective social media strategy and content, including running social media ads. Students will go through the process to create their own impactful social media plan.

#11134 \$54 T 9:30am-2:30pm 7/14  
Live Web Meeting [Enroll Now](#)

## Leadership Development

### Preparing to Teach Online

Intro to the design and pedagogy of online teaching and learning. Gain experience in e-learning environments and online facilitation best practices Design a course and construct online teaching materials, syllabus and other. Create a learning plan. Explore online teaching methods, communication and interaction management. Not a course in tools or LMS usage. *No Textbook purchase required.*

#11350 \$399 Online 8/3-8/30 [Enroll Now](#)

### **BUNDLE AND SAVE \$45!**

#### Leadership Development Online Series

Transform employees into leaders with this comprehensive, online, on demand, leadership series. Training focuses on communication, conflict management, change management, diversity and inclusion, facilitation skills and emotional intelligence. Learn from examples, exercises, and key takeaways. *Save \$45 by registering for the series of six leadership development modules! Online content accessible for one year. You may enroll and complete this online course any time between the start and end dates. Allow up to 2 business days to receive your course login information via email.*

#10960 \$399 Start Anytime [Enroll Now](#)

## Diversity, Inclusion and Managing Generations

The benefits of a diversified workplace manifest through increased productivity brought about by differing viewpoints, experiences and strengths. Learn how culture influences how we perceive gender, race, ethnicity, and age. This class explores diversity, stereotypes, bias, attitudes and conflict, and examines communication strategies to develop a more inclusive culture. *You may enroll and complete this online course any time between the start and end dates. Allow up to 2 business days to receive your course login information via email. Online content accessible for one year.*

#10954 \$79 Start Anytime [Enroll Now](#)



## **FREE!** Upcoming Webinars



### Workplace Violence Protection

**Wednesday, May 27 1:00-1:30 pm**

**REGISTER**

A vast majority of workplace violence incidents can be avoided through early threat recognition and managerial response. This course will provide the basics of threat recognition and response techniques.

### Maintaining Organizational Culture in a Virtual Workplace

**Wednesday, June 3 1:00-1:30 pm**

**REGISTER**

How do we maintain a culture when tools like Zoom introduce their own overhead and fatigue? Is the culture of four months ago even relevant anymore? Join Scott Kohl, Madison College Entrepreneur in Residence and CEO of ThirdSpace Inc. as he explores how to maintain culture in the present world and what might it look like in the near future.

### 10 Practical Tools to Restart Your Small Business

**Wednesday, June 10 1:00-2:00 pm**

**REGISTER**

*You've decided to reopen your small business, now what? Will your staff come back, will your customers? How long will it take to recover from the hit you took during your closure? Disaster recovery is something most business owners never have to go through. So how is it done? In this free webinar, we will discuss how to reopen a business in the era of COVID 19.*

### Domestic Violence Impacting the Workplace

**Wednesday, June 17 1:00-1:30 pm**

**REGISTER**

A vast majority of workplace violence incidents can be avoided through early threat recognition and managerial response. This course will provide the basics of threat recognition and response techniques.

### Evacuating and Sheltering Procedures During Critical Incidents

**Wednesday, June 24 1:00-2:00 pm**

**REGISTER**

Many employers and organizations struggle with the procedures of evacuating and sheltering. This training will provide helpful suggestions to provide very clear directions and procedures to guide people to safety during critical incidents.

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## Wednesday Webinars

Recorded webinars on a variety of business topics to help you improve your skills, manage your staff, communicate effectively, and up-skill in many other professional areas.



### **Emergency Action Plans that Work**

Emergency action plans are becoming a required necessity for any business or organization today, but what are they?



### **Crisis Management 101**

This webinar is a direct, no-nonsense approach to understanding that key decision-makers need to be ready for serious events and will be counted on to make time-sensitive decisions during a crisis.



### **Up Your Game to Attract and Retain Amazing Employees**

Discover innovative ways to attract employees, as well as how to effectively onboard and ensure employees and employers start their working relationship on the right foot.



### **How to Engage Your Audience for the Greatest Impact**

Do you struggle when tasked to present yourself or ideas to a group of people? Do you want to improve your presentation "presence"?



### **Bullying in the Workplace**

Learn to create a culture that eliminates bullying, and also to assess your own actions for possible intimidating behaviors.

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## Take 10

Do you have TEN minutes to be inspired, improve your skills, grow and learn about important topics in professional development? Join Madison College experts as they share tips, secrets, and helpful hints across a variety of topics.



### **Take Care of Yourself while Staying Safe at Home**

Learn about available and free resources to improve your sense of wellbeing and strengthen yourself so you can thrive during periods of stress and uncertainty.



### **Reframe Anxiety for Wellness and Productivity**

Learn how to reframe anxiety and harness it to increase motivation and productivity.



### **Importance of Gratitude, Especially During Times of Crisis**

Learn ways to connect with others and show gratitude, improving your own wellbeing and relationship with others.



### **Crisis Communication**

Learn to assess a crisis and craft an appropriate communication strategy and plan.



### **Cost Saving Business Strategies for Times of Crisis and Beyond**

Strategies for your corporate tool box to help position your business to survive through tough times.



### **Emotional Intelligence – why it's Crucial during Times of Crisis**

Find out how you can use your emotional intelligence (EQ) to help your family, employees and friends during this time.



### **Best Practices for Communicable Disease and Biohazards**

Must-have information on best practices and universal precautions to provide planning, protection and safety from communicable disease and biohazards in the workplace.

Subscribe

[youtube.com/madconed](https://youtube.com/madconed)

## Effective Communication and Active Listening

Effective communication is an essential leadership skill. Learn how to assess your and others' communication styles, understand channels of communication, manage verbal and non-verbal behaviors, and focus on assertive rather than aggressive, passive-aggressive styles of communication. Focus on active listening, the art of being fully engaged in a conversation. *You may enroll and complete this online course any time between the start and end dates. Allow up to 2 business days to receive your course login information via email. Online content accessible for one year.*

#10955      \$79      Start Anytime      [Enroll Now](#)

## Intro to Conflict Management and Conflict Management Tools

Conflict management in the workplace leads to negativity, stress, and loss of productivity. Learn about common causes of conflict for individuals and organizations. Explore resolution techniques, tools and other cooperative approaches to handling conflict. *You may enroll and complete this online course any time between the start and end dates. Allow up to 2 business days to receive your course login information via email. Online content accessible for one year.*

#10956      \$79      Start Anytime      [Enroll Now](#)

## Understanding and Managing Change

Healthy, thriving organizations change and evolve. Learn about common responses to change and sources of resistance. Identify ways to apply change leadership strategies to support a successful change effort. *You may enroll and complete this online course any time between the start and end dates. Allow up to 2 business days to receive your course login information via email. Online content accessible for one year.*

#10957      \$79      Start Anytime      [Enroll Now](#)

## Facilitation Basics and Skills for Meetings

Become a strong and effective leader by running productive meetings and improving your facilitation skills. In this class you will learn how to prepare for meetings, types of meetings suited to specific goals, agenda preparation, and ground rules. You will also learn how to reach consensus, resolve conflict and engage meeting participants. *You may enroll and complete this online course any time between the start and end dates. Allow up to 2 business days to receive your course login information via email. Online content accessible for one year.*

#10958      \$79      Start Anytime      [Enroll Now](#)

## Emotional Intelligence

Emotional intelligence is a valuable skill that helps improve communication, management, problem solving, and relationships in the workplace. EI relates to leadership traits of self-awareness, resilience, motivation, influence, decisiveness and integrity. Learn how to use your emotions and influence others in a positive way. *You may enroll and complete this online course any time between the start and end dates. Allow up to 2 business days to receive your course login information via email. Online content accessible for one year.*

#10959      \$49      Start Anytime      [Enroll Now](#)



## BADGED SERIES

### \*Leadership Essentials

If your goal is to become a better leader, this course can help. Not only will you examine the practical behaviors and experiences associated with leading individuals and teams in day-to-day operations, but you also will learn the more advanced essentials of leadership practices — including how to incorporate various styles of leadership, apply appropriate leadership traits and recognize individual needs and talents.

#11144 \$99      T      1pm-4:30pm      6/23  
Live Web Meeting      [Enroll Now](#)

### \*Organizational & Personal Change

Through awareness of how change can affect our actions, and gaining an understanding of the value and reasons for change, we can better assimilate our progression and acceptance of the changes at hand while being an advocate and champion for the opportunities that may come to our role going forward. Also, understanding the overall change process and methods, practices, and techniques to help facilitate change are discussed. Many organizations have great ideas and intentions, but many fail due to poor planning and poor implementation.

#11123 \$99      R      5:30pm-9pm      7/15  
Live Web Meeting      [Enroll Now](#)

### \*Situational Leadership

To be an effective leader, you must be flexible and consistently adjust your leadership style. This course will examine the four primary styles of leadership, helping you align specific approaches with specific situations.

#11141 \$99      T      8:30am-12pm      6/16  
Live Web Meeting      [Enroll Now](#)

### \*Effective Communication

Communication doesn't succeed until the intended message is effectively conveyed. That's why leaders must not only be skilled communicators but also skilled listeners. This course will teach you how to listen for meaning. Communicating for accuracy and understanding will be emphasized.

#11140 \$99 T 1pm-4:30pm 6/16  
Live Web Meeting [Enroll Now](#)

#11129 \$99 W 5:30pm-9pm 7/15  
Live Web Meeting [Enroll Now](#)

### \*Coaching for Leadership

Leaders must know how to communicate performance and work expectations, and this course will teach you the skills necessary to do so more formally and effectively. The classroom environment allows for specific planning, interactions and processes based on participants' needs.

#11138 \$99 R 5:30pm-9pm 7/16  
Live Web Meeting [Enroll Now](#)

### \*Providing Performance Feedback

Specifically focused on current behaviors, results and outcomes, the practice of providing continuous insight regarding performance acknowledges the presence (or lack thereof) of the expected results. Recognition builds engagement, both in current and future outcomes, while reinforcing the need to exhibit certain behaviors necessary for successfully performance in a given position.

#11128 \$99 R 5:30pm-9pm 7/8  
Live Web Meeting [Enroll Now](#)

### \*Managing Diversity & Conflict

Through the recognition of differing values and viewpoints, resolution and conflict avoidance can be actively achieved. That's why the key to a productive and respectful workplace environment is the ability to realize the needs of a multigenerational and diverse workforce. Understanding your staff — from communication and learning preferences to technology-use habits — dictates how your

organization should position its vision, values and business strategy. This course will help you in that effort, as well as explore the underlying causes, motives, factors and catalysts for staff disagreement.

#11207 \$99 W 8:30am-12pm 6/10  
Live Web Meeting [Enroll Now](#)

### Difficult & Crucial Conversations

Crucial conversations shape expectations, relationships and outcomes. Leaders must plan and execute crucial conversations in the workplace to develop high-performing teams and negotiate important topics. Learn how to build cooperative and rewarding relationship, improve team culture and effect positive change in behaviors.

#11130 \$99 R 5:30pm-9pm 7/23  
Live Web Meeting [Enroll Now](#)

## NEW! Mindset Skills for Professionals

Studies show that individuals who learn mindful, present-moment strategies are more productive, have better focus and experience higher job satisfaction. The following online courses will help you or your employees reach their full potential by implementing a variety of practical techniques to live a better life, both personally and professionally.

In this structured, step-by-step program, participants will be introduced to new content each week, learning new ways to feel more focused, connected, and mindful.

### Mindset Skills for Professionals 2

Overcoming Obstacles, Creating Positive Habits, Savoring, Forgiveness

#11205 \$59 M 8/3-8/28 [Enroll Now](#)



## Mental Health

### Mental Health First Aid: Youth

This course is designed to teach parents, family members, caregivers, teachers, school staff, peers, neighbors, health and human services workers, and other caring citizens how to help an adolescent (age 12-18) who is experiencing a mental health or addictions challenge or is in crisis. Youth Mental Health First Aid is primarily designed for adults who regularly interact with young people. The course introduces common mental health challenges for youth, reviews typical adolescent development, and teaches a 5-step action plan for how to help young people in both crisis and non-crisis situations. Topics covered include anxiety, depression, substance use, disorders in which psychosis may occur, behavioral disorders (including ADHD), and eating disorders. *Students must attend all course hours to receive certification.*

#11181 \$79 W 5pm-9pm 7/22  
Live Web Meeting [Enroll Now](#)

### Mental Health First Aid: Adult

This Mental Health First Aid course is appropriate for anyone 18 years and older who wants to help an adult who may be experiencing a mental health related crisis or problem. Topics covered include anxiety, depression, psychosis, and substance use disorders. Participants learn to recognize signs and symptoms of an emerging mental health disorder or crisis. They also learn a 5-step strategy for helping those in need. Each participant receives the Mental Health First Aid participant manual and other useful materials. *Students must attend all course hours to receive certification.*

#11183 \$79 W 5pm-9pm 8/13  
Live Web Meeting [Enroll Now](#)



## TED<sup>x</sup> Madison College

**x = independently organized TED event**

TEDx Madison College is scheduled for Thursday, October 8, 2020 from 4:30 - 8:30 p.m. at the Truax Campus. The six speakers will inspire you to pause to live a better life, to enjoy entrepreneurial and immigration adventures, to lead with gratitude and become more resilient.

Learn more about speakers and purchase tickets on the [TEDx Madison College website](#).





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VILLAGE

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JOINING OUR TEAM  
CAN EXPECT TO:

- Receive a \$2,500 new employee bonus (paid over twelve months) to assist with their transition to a new career at Oakwood
- Help build a strong, positive culture in a beautiful new building focused on providing exceptional care to residents with compassion and teamwork
- Join a campus with new amenities, exceptional dining opportunities and caring, dedicated employees
- Receive your CNA classroom education and license (for those currently not licensed)... and get paid while doing it!
- Enjoy competitive pay, strong benefits, and flexible scheduling
- Be a part of a great team!

# Make a Difference at Oakwood!



The Rise at Oakwood Village Prairie Ridge, a beautiful new assisted living program located in the midst of a thriving 18-acre campus, is set to open soon, and Oakwood is seeking additional caregivers!

If you are a Certified Nursing Assistant, Resident Assistant, or just someone who wants to make a difference and is willing to learn, we'd love to meet you.

OAKWOOD VILLAGE.  
PEOPLE THRIVE HERE.

Apply at [www.oakwoodvillage.net/careers](http://www.oakwoodvillage.net/careers), find us on Indeed, or email us to learn more at [hr@oakwoodvillage.net](mailto:hr@oakwoodvillage.net).

5565 Tancho Drive, Madison | (608) 230-4000



# Healthcare Interpreter Training

Madison College's Spanish Healthcare Interpreter program prepares you for the national certification exams administered by the Certification Commission for Healthcare Interpreters (CCHI). Our instructors are experienced, practicing, and passionate healthcare providers and interpreters. They are dedicated to training the next generation of medical interpreters by developing strong medical proficiency, building interpreting confidence, and instilling professional and ethical communication skills. Medical Terminology in Spanish and Advanced Spanish for Spanish Speakers are open to all interested students.

## Medical Terminology in Spanish **BADGED**

This course is intended for health care professionals or interpreters working with Spanish-speaking patients, but is open to anyone. It focuses on medical technical language in both English and Spanish. Students gain increased familiarity with medical terminology, thereby enhancing patient communication. Medical terminology will be presented according to body systems, clinical specialties and sub-specialties. The student will master both vocabulary and knowledge needed for a wide number of medical settings. *Bringing a laptop, tablet, or iPad is recommended but not required. Textbook purchase required.*

#11161 \$199 W 6pm-8:30pm 7/15-8/19  
Live Web Meeting [Enroll Now](#)

## Adv Spanish for Spanish Speakers **BADGED**

This advanced Spanish class will help you improve your Spanish language skills, whether you learned the language in school or at home. Topics will include grammar (verb tenses), spelling (accents), reading comprehension and writing. Vocabulary practice will be focused on healthcare terminology.

#11162 \$199 M 6pm-8:30pm 6/29-8/3  
Live Web Meeting [Enroll Now](#)

*Healthcare Interpreting Skills 1 and 2 will be offered in Fall. For more information about the program, visit the [program page](#).*

Madison College has sought and received accreditation by CCHI's Continuing Education Accreditation Program (CEAP). CEAP, aimed at improving the availability and quality of continuing education for healthcare interpreters, helps healthcare interpreters maintain their interpreting competence and prevent professional obsolescence and provides healthcare providers the assurance that training dollars are targeted and well spent.

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## Healthcare Interpreter Seminars

These seminars introduce students to various healthcare specialties and current topics in the field. Each seminar is led by an experienced practitioner and incorporates extensive role-playing exercises to help develop interpreting skills. *These seminars are not appropriate for those without some interpreter training.*

### HCI Seminar: Pregnancy, Labor, Delivery, and Post-Partum

#11249 \$59 S 9am-1pm 7/18  
Live Web Meeting [Enroll Now](#)

### HCI Seminar: Cardiology

#11250 \$59 S 9am-1pm 8/8  
Live Web Meeting [Enroll Now](#)