Noncredit courses at MWCC provide educational, social, cultural and vocational opportunities. MWCC strives to provide high quality classes at a reasonable cost.

HOW TO REGISTER

Courses fill quickly. Please register so you won’t miss out!

Mail
MWCC Lifelong Learning, 444 Green St., Gardner, MA 01440
1. Complete registration form
2. Include a check/money order payable to MWCC

Credit/debit card
Call: 978-630-9525

Walk-in
Stop by the Gardner, Leominster, or Devens Campus

Note: Payment is required at the time of registration, and is not complete until transacted/confirmed by MWCC.

F.A.Q.

Refund Policy - Prior to seven days before first class meeting –100% refund.

Cancellation - MWCC reserves the right to cancel classes that are under-enrolled, to change times and locations when necessary, and to substitute instructors if needed. If a course is canceled by MWCC, students are granted full refunds.

Senior Citizen Fee Reduction - Senior citizens 60 and over, eligible for a tuition/fee discount, may register on a space-available basis within seven days prior to the start of a noncredit course. The course will be reduced by 50%. Online courses and textbook cost are not eligible for a fee reduction.

Become a Noncredit Instructor - Apply online to the noncredit instructor pool at jobs.mwcc.edu.

Disability Services - If you have a disability and may require reasonable accommodation(s) to participate fully in program activities, please contact the counselor for students with disabilities, 978-630-9120. For more policy information, please visit: mwcc.edu/catalog.

Agreement - By finalizing payment for this noncredit program at MWCC, I acknowledge reviewing MWCC’s Code of Student Conduct (mwcc.edu/PDFs/catalog.pdf), and agree to abide by all policies and procedures as detailed in the College Catalog and Student Handbook.

Affirmative Action/Equal Opportunity Institution

Choose any class in this course bulletin (including fitness, food, fun, or professional enrichment) and MWCC can combine it with a breakfast, luncheon, and/or dinner event, and host it for you and your group. You decide the class topic(s) and MWCC will help take care of all the details at a very fair cost. Mini-retreat packages are limited only by your imagination. Call 978-630-9575 for more information.
WHAT ARE NONCREDIT COURSES?

Noncredit courses at MWCC provide educational, social, cultural and vocational opportunities. MWCC strives to provide high quality classes at a reasonable cost.

HOW TO REGISTER

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Affirmative Action/Equal Opportunity Institution

MC115-04 Rev Jul13
MOBILE DEVICES

IPAD BASICS
Monday, September 9  
6:30 – 8PM  
Gardner  
$29  
CRN 96292

PINTEREST – HAVING FUN
Wednesday, September 11  
6:30 – 7:30PM  
Gardner  
$29  
CRN 96293

IPAD FOR EDUCATORS
Monday, September 16  
6:30 – 8PM  
Gardner  
$29  
CRN 96294

GET STARTED BLOGGING FOR FUN AND PROFIT
Wednesday, September 18  
6:30 – 7:30PM  
Gardner  
$29  
CRN 96295

SELLING YOUR CRAFTS ON ETSY
Wednesday, September 25  
6 – 7PM  
Gardner  
$19  
CRN 96366

COMPUTERS

INTRO TO EXCEL 2010
Tue & Thu, Aug 6 & 8  
6 – 8PM  
Gardner  
$59  
CRN 61737
Tue & Thu, Oct 15 & 17  
6 – 8PM  
Gardner  
$59  
CRN 96278

INTERMEDIATE EXCEL 2010
Tue & Thu, Aug 13 & 15  
6 – 8PM  
Gardner  
$59  
CRN 61738
Tue & Thu, Oct 22 & 24  
6 – 8PM  
Gardner  
$59  
CRN 96279

ONLINE LEARNING MADE EASY
Tuesday, September 10  
6 – 8PM  
Gardner  
$19  
CRN 96343

INTRO TO COMPUTERS FOR THE BRAND NEW USER
Tue & Thu, Sep 10 & 12  
6 – 9PM  
Gardner  
$69  
CRN 96274

INTRO TO COMPUTERS
Tue & Thu, Sep 17 & 19  
6 – 9PM  
Gardner  
$69  
CRN 96272

JUMPSSTART INTO TECHNOLOGY
Tue & Thu, Sep 24 & 26  
6 – 9PM  
Gardner  
$69  
CRN 96275

INTRO TO WORD 2010
Tue & Thu, Oct 1 & 3  
6 – 8PM  
Gardner  
$59  
CRN 96276

INTERMEDIATE WORD 2010
Tue & Thu, Oct 8 & 10  
6 – 8PM  
Gardner  
$59  
CRN 96277

INTRO TO ACCESS 2010
Tue & Thu, Oct 29 & 31  
6 – 8PM  
Gardner  
$59  
CRN 96280

INTERMEDIATE ACCESS 2010
Tue & Thu, Nov 5 & 7  
6 – 8PM  
Gardner  
$59  
CRN 96281

POWERPOINT 101
Tuesday, November 12  
6 – 9PM  
Gardner  
$39  
CRN 96283

FACEBOOK FOR HOLDOUTS
Thursday, November 14  
4 – 6PM  
Gardner  
$39  
CRN 96273

INTRO TO MICROSOFT PUBLISHER 2010
Thursday, November 14  
6 – 9PM  
Gardner  
$39  
CRN 96282

KEEP YOUR COMPUTER UPDATED & CLEAN
Tue & Thu, October 1 – 17  
5:30 – 7:30PM  
Gardner  
$79  
CRN 96341

MANUFACTURING PROGRAMS (DEVENS)

MEDICAL DEVICE MANUFACTURING CAREER READINESS PROGRAM
Tue – Thu, Sep 17 – Oct 17  
4 – 9PM  
Devens  
$1,500  
CRN 96371

MANUFACTURING CAREER PREPARATION PROGRAM
Mon – Thu, Oct 28 – Dec 12  
8:30AM – 4:30PM  
Devens  
$3,500  
CRN 96370

PERSONAL INTEREST

CRAFTS, HOBBIES & NONCREDIT ART

AMERICAN SIGN LANGUAGE I, THE BASICS
Thursday, August 22  
6 – 8PM  
Gardner  
$29  
CRN 61749
Thursday, December 19  
6 – 8PM  
Gardner  
$29  
CRN 96340

KNITTING FOR THE BEGINNER
Wednesday, September 4  
6 – 8PM  
Gardner  
$59  
CRN 96304
Wednesday, October 2  
6 – 8PM  
Gardner  
$59  
CRN 96305
Wednesday, October 30  
6 – 8PM  
Gardner  
$59  
CRN 96306

PREPAREDNESS & SURVIVAL
Wednesdays, Sep 4 – Oct 30  
6:30 – 9:30PM  
Gardner  
$179  
CRN 96300

CALLIGRAPHY INTRODUCTION
Tuesdays, Oct 1 – 29  
5 – 7PM  
Gardner  
$69  
CRN 96307

DECORATIVE & TOLE PAINTING
Little Red Schoolhouse  
Decorative Birdhouse  
Wed, Oct 2  
6 – 9PM  
Gardner  
$59  
CRN 96327

Halloween Keys  
Harvest Gift Box  
Wed, Oct 9  
Wed, Oct 16  
6 – 9PM  
6 – 9PM  
$49  
$49  
CRN 96328  
CRN 96329

Halloween Candy Bowl  
Thanksgiving Door Crown  
Santa Claus Gift Box  
Wed, Oct 23  
Wed, Oct 30  
Wed, Nov 6  
6 – 9PM  
6 – 9PM  
6 – 9PM  
$59  
$49  
$49  
CRN 96330  
CRN 96331  
CRN 96332

Winter Door Crown  
Wed, Nov 20  
6 – 9PM  
$49  
CRN 96333

Course descriptions can be found on p.13-16 or visit mwcc.edu/continuing
### BUSINESS & CAREER

Course descriptions start on p.12 or visit mwcc.edu/continuing

#### MOBILE DEVICES

<table>
<thead>
<tr>
<th>Course</th>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Cost</th>
<th>CRN</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>IPAD BASICS</strong></td>
<td>Monday, September 9</td>
<td>6:30 – 8PM</td>
<td>Gardiner</td>
<td>$29</td>
<td>96292</td>
</tr>
<tr>
<td><strong>PINTEREST – HAVING FUN</strong></td>
<td>Wednesday, September 11</td>
<td>6:30 – 7:30PM</td>
<td>Gardiner</td>
<td>$29</td>
<td>96293</td>
</tr>
<tr>
<td><strong>IPAD FOR EDUCATORS</strong></td>
<td>Monday, September 16</td>
<td>6:30 – 8PM</td>
<td>Gardiner</td>
<td>$29</td>
<td>96294</td>
</tr>
<tr>
<td><strong>GET STARTED BLOGGING FOR FUN AND PROFIT</strong></td>
<td>Wednesday, September 18</td>
<td>6:30 – 7:30PM</td>
<td>Gardiner</td>
<td>$29</td>
<td>96295</td>
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<tr>
<td><strong>SELLING YOUR CRAFTS ON ETSY</strong></td>
<td>Wednesday, September 25</td>
<td>6 – 7PM</td>
<td>Gardiner</td>
<td>$19</td>
<td>96366</td>
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#### COMPUTERS

<table>
<thead>
<tr>
<th>Course</th>
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<th>Cost</th>
<th>CRN</th>
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<tr>
<td><strong>INTRO TO EXCEL 2010</strong></td>
<td>Tue &amp; Thu, Aug 6 &amp; 8</td>
<td>6 – 8PM</td>
<td>Gardiner</td>
<td>$59</td>
<td>61737</td>
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<tr>
<td><strong>INTERMEDIATE EXCEL 2010</strong></td>
<td>Tue &amp; Thu, Aug 13 &amp; 15</td>
<td>6 – 8PM</td>
<td>Gardiner</td>
<td>$59</td>
<td>61738</td>
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<tr>
<td></td>
<td>Tue &amp; Thu, Oct 22 &amp; 24</td>
<td>6 – 8PM</td>
<td>Gardiner</td>
<td>$59</td>
<td>61739</td>
</tr>
<tr>
<td><strong>ONLINE LEARNING MADE EASY</strong></td>
<td>Tuesday, September 10</td>
<td>6 – 8PM</td>
<td>Gardiner</td>
<td>$19</td>
<td>96343</td>
</tr>
<tr>
<td><strong>INTRO TO COMPUTERS FOR THE BRAND NEW USER</strong></td>
<td>Tue &amp; Thu, Sep 10 &amp; 12</td>
<td>6 – 9PM</td>
<td>Gardiner</td>
<td>$69</td>
<td>96274</td>
</tr>
<tr>
<td><strong>INTRO TO COMPUTERS</strong></td>
<td>Tue &amp; Thu, Sep 17 &amp; 19</td>
<td>6 – 9PM</td>
<td>Gardiner</td>
<td>$69</td>
<td>96272</td>
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<tr>
<td><strong>JUMPSSTART INTO TECHNOLOGY</strong></td>
<td>Tue &amp; Thu, Sep 24 &amp; 26</td>
<td>6 – 9PM</td>
<td>Gardiner</td>
<td>$69</td>
<td>96275</td>
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<tr>
<td><strong>INTRO TO WORD 2010</strong></td>
<td>Tue &amp; Thu, Oct 1 &amp; 3</td>
<td>6 – 8PM</td>
<td>Gardiner</td>
<td>$59</td>
<td>96276</td>
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<tr>
<td><strong>INTERMEDIATE WORD 2010</strong></td>
<td>Tue &amp; Thu, Oct 8 &amp; 10</td>
<td>6 – 8PM</td>
<td>Gardiner</td>
<td>$59</td>
<td>96277</td>
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<tr>
<td><strong>INTRO TO ACCESS 2010</strong></td>
<td>Tue &amp; Thu, Oct 29 &amp; 31</td>
<td>6 – 8PM</td>
<td>Gardiner</td>
<td>$59</td>
<td>96280</td>
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<tr>
<td><strong>INTERMEDIATE ACCESS 2010</strong></td>
<td>Tue &amp; Thu, Nov 5 &amp; 7</td>
<td>6 – 8PM</td>
<td>Gardiner</td>
<td>$59</td>
<td>96281</td>
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<tr>
<td><strong>POWERPOINT 101</strong></td>
<td>Tuesday, November 12</td>
<td>6 – 9PM</td>
<td>Gardiner</td>
<td>$39</td>
<td>96283</td>
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### MANUFACTURING PROGRAMS (DEVENS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Date</th>
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<th>Cost</th>
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</thead>
<tbody>
<tr>
<td><strong>MEDICAL DEVICE MANUFACTURING CAREER READINESS PROGRAM</strong></td>
<td>Tue – Thu, Sep 17 – Oct 17</td>
<td>4 – 9PM</td>
<td>Devens</td>
<td>$1,500</td>
<td>96371</td>
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<tr>
<td><strong>MANUFACTURING CAREER PREPARATION PROGRAM</strong></td>
<td>Mon – Thu, Oct 28 – Dec 12</td>
<td>8:30AM – 4:30PM</td>
<td>Devens</td>
<td>$3,500</td>
<td>96370</td>
</tr>
</tbody>
</table>

### PERSONAL INTEREST

Course descriptions can be found on p.13-16 or visit mwcc.edu/continuing

#### CRAFTS, HOBBIES & NONCREDIT ART

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<thead>
<tr>
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<tbody>
<tr>
<td><strong>AMERICAN SIGN LANGUAGE I, THE BASICS</strong></td>
<td>Thursday, August 22</td>
<td>6 – 8PM</td>
<td>Gardener</td>
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<td>Thursday, December 19</td>
<td>6 – 8PM</td>
<td>Gardener</td>
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<td>96340</td>
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<tr>
<td><strong>KNITTING FOR THE BEGINNER</strong></td>
<td>Wednesday, September 4</td>
<td>6 – 8PM</td>
<td>Gardener</td>
<td>$59</td>
<td>96304</td>
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<tr>
<td></td>
<td>Wednesday, October 2</td>
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<td>Gardener</td>
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<td>Wednesday, October 30</td>
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<td><strong>PREPAREDNESS &amp; SURVIVAL</strong></td>
<td>Wednesdays, Sep 4 – Oct 30</td>
<td>6:30 – 9:30PM</td>
<td>Gardener</td>
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<td>96300</td>
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<tr>
<td><strong>CALLIGRAPHY INTRODUCTION</strong></td>
<td>Tuesdays, Oct 1 – 29</td>
<td>5 – 7PM</td>
<td>Gardener</td>
<td>$69</td>
<td>96307</td>
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<tr>
<td><strong>DECORATIVE &amp; TOLE PAINTING</strong></td>
<td>Gardener</td>
<td>Little Red Schoolhouse</td>
<td>Wed, Oct 2</td>
<td>6 – 9PM</td>
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<td>Little Red Schoolhouse</td>
<td>6 – 9PM</td>
<td>Decorative Birdhouse</td>
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<td>Halloween Keys</td>
<td>Wed, Oct 9</td>
<td>6 – 9PM</td>
<td>Gardener</td>
<td>$49</td>
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<td>Harvest Gift Box</td>
<td>Wed, Oct 15</td>
<td>6 – 9PM</td>
<td>Gardener</td>
<td>$49</td>
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<td>Halloween Candy Bowl</td>
<td>Wed, Oct 23</td>
<td>6 – 9PM</td>
<td>Gardener</td>
<td>$59</td>
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<td>Thanksgiving Door Crown</td>
<td>Wed, Oct 30</td>
<td>6 – 9PM</td>
<td>Gardener</td>
<td>$49</td>
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<td>Santa Claus Gift Box</td>
<td>Wed, Nov 6</td>
<td>6 – 9PM</td>
<td>Gardener</td>
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<tr>
<td></td>
<td>Winter Door Crown</td>
<td>Wed, Nov 20</td>
<td>6 – 9PM</td>
<td>Gardener</td>
<td>$49</td>
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<td>Course</td>
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<td>End Date</td>
<td>Days</td>
<td>Time</td>
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<tr>
<td><strong>MUSIC</strong></td>
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<tr>
<td><strong>GUITAR FOR THE BEGINNER</strong></td>
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<td>Thursdays</td>
<td>Sept 12 – Oct 17</td>
<td>8 – 9PM</td>
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<tr>
<td><strong>INTRO TO UKULELE</strong></td>
<td></td>
<td>Mondays</td>
<td>Sept 16 – Oct 28</td>
<td>6:30 – 8PM</td>
<td>Gardner</td>
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<tr>
<td><strong>SURVIVING AS A SELF-TAUGHT MUSICIAN</strong></td>
<td></td>
<td>Wednesdays</td>
<td>October 2 – 23</td>
<td>6 – 8PM</td>
<td>Gardner</td>
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<tr>
<td><strong>MUSIC RECORDING, PUBLISHING, MARKETING &amp; PUBLICITY</strong></td>
<td></td>
<td>Thursday</td>
<td>October 24</td>
<td>6 – 9PM</td>
<td>Gardner</td>
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<td><strong>UKULELE WORKOUT</strong></td>
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<td>Mondays</td>
<td>Nov 4 – Dec 16</td>
<td>6:30 – 8PM</td>
<td>Gardner</td>
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<td><strong>PARANORMAL INVESTIGATION</strong></td>
<td></td>
<td>Friday</td>
<td>November 1</td>
<td>5PM – 4AM</td>
<td>Westminster</td>
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<td><strong>HEALTH &amp; WELLBEING</strong></td>
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<td><strong>REIKI I</strong></td>
<td></td>
<td>Tuesdays</td>
<td>September 10 &amp; 17</td>
<td>7 – 9PM</td>
<td>Gardner</td>
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<td><strong>HOW TO BEAT YOUR SUGAR CRAVINGS AND FOOD ADDICTIONS</strong></td>
<td></td>
<td>Wednesday</td>
<td>September 25</td>
<td>6 – 8PM</td>
<td>Gardner</td>
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<td><strong>UNDERSTANDING YOUR ENERGETIC ANATOMY</strong></td>
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<td>Wednesday</td>
<td>October 2</td>
<td>7 – 9PM</td>
<td>Gardner</td>
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<td><strong>END PROCRASTINATION NOW</strong></td>
<td></td>
<td>Wednesdays</td>
<td>October 9 – 23</td>
<td>7 – 9:30PM</td>
<td>Gardner</td>
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<td><strong>RELIEVING MOOD SWINGS, DEPRESSION &amp; ANXIETY WITH NUTRITION</strong></td>
<td></td>
<td>Thursday</td>
<td>October 10</td>
<td>6 – 8PM</td>
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<td><strong>PAST LIFE REGRESSION</strong></td>
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<td>Tuesday</td>
<td>October 15</td>
<td>6 – 9:30PM</td>
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<td><strong>REIKI II</strong></td>
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<td>October 15 &amp; 22</td>
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<td><strong>HEALTHY HAIR &amp; MAKEUP</strong></td>
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<td>Tuesdays</td>
<td>Oct 22 &amp; 29</td>
<td>6:30 – 7:30PM</td>
<td>Gardner</td>
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<tr>
<td><strong>REACHING YOUR OPTIMAL HEALTH SERIES (Full Day Workshop)</strong></td>
<td></td>
<td>Saturday</td>
<td>October 26</td>
<td>9AM – 3:30PM</td>
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<td><strong>SAFETY SMARTS AT HOME &amp; BEYOND</strong></td>
<td></td>
<td>Wednesday</td>
<td>November 6</td>
<td>6 – 9PM</td>
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<td><strong>STOP SMOKING WITH HYPNOSIS</strong></td>
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<td>Tuesday</td>
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<td><strong>NEW AGE</strong></td>
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<td><strong>AN INTRODUCTION TO WORKING WITH CRYSTALS</strong></td>
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<td>Wednesday</td>
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<td><strong>THE POWER OF A BELIEF SYSTEM</strong></td>
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<td><strong>TAROT</strong></td>
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<td><strong>PARANORMAL INVESTIGATION</strong></td>
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<td>5PM – 4AM</td>
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<td><strong>MUSIC</strong></td>
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<td>Thursdays</td>
<td>Sept 12 – Oct 17</td>
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<td><strong>INTRO TO UKULELE</strong></td>
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<td>Sept 16 – Oct 28</td>
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<td><strong>SURVIVING AS A SELF-TAUGHT MUSICIAN</strong></td>
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<td>Wednesdays</td>
<td>October 2 – 23</td>
<td>6 – 8PM</td>
<td>Gardner</td>
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<tr>
<td><strong>MUSIC RECORDING, PUBLISHING, MARKETING &amp; PUBLICITY</strong></td>
<td></td>
<td>Thursday</td>
<td>October 24</td>
<td>6 – 9PM</td>
<td>Gardner</td>
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<td><strong>UKULELE WORKOUT</strong></td>
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<td>Nov 4 – Dec 16</td>
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<td>Gardner</td>
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<tr>
<td><strong>WEBSITE FUNDAMENTALS W/PHOTOSHOP &amp; DREAMWEaver</strong></td>
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<td>Wednesday</td>
<td>Sep 11 – Oct 16</td>
<td>6:30 – 9PM</td>
<td>Gardner</td>
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<tr>
<td><strong>INCREASE TRAFFIC TO YOUR WEBSITE</strong></td>
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<td>Thursdays</td>
<td>Oct 24 – Nov 7</td>
<td>6:30 – 9PM</td>
<td>Gardner</td>
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<tr>
<td><strong>COACHING &amp; SPORTS</strong></td>
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<tr>
<td><strong>COACHING FUNDAMENTALS</strong></td>
<td></td>
<td>Saturday</td>
<td>October 5</td>
<td>8 – 10AM</td>
<td>F&amp;W Center</td>
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<tr>
<td><strong>BASIC ANATOMY FOR COACHES</strong></td>
<td></td>
<td>Saturday</td>
<td>October 12</td>
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<td>F&amp;W Center</td>
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<tr>
<td><strong>BREAKING DOWN SKILLS</strong></td>
<td></td>
<td>Saturday</td>
<td>October 19</td>
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<td>F&amp;W Center</td>
</tr>
<tr>
<td><strong>COACHING THE ATHLETE</strong></td>
<td></td>
<td>Saturday</td>
<td>October 26</td>
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<td>F&amp;W Center</td>
</tr>
<tr>
<td><strong>BREAK THE BARRIERS OF EXERCISE</strong></td>
<td></td>
<td>Saturday</td>
<td>November 30</td>
<td>8 – 10AM</td>
<td>F&amp;W Center</td>
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**GUITAR FOR THE BEGINNER**  
Thursdays, Sept 12 – Oct 17  8 – 9PM  Gardner  $119  CRN 96323

**INTRO TO UKULELE**  
Mondays, Sept 16 – Oct 28  6:30 – 8PM  Gardner  $119  CRN 96244

**SURVIVING AS A SELF-TAUGHT MUSICIAN**  
Wednesdays, October 2 – 23  6 – 8PM  Gardner  $59  CRN 96322

**MUSIC RECORDING, PUBLISHING, MARKETING & PUBLICITY**  
Thursday, October 24 6 – 9PM  Gardner  $49  CRN 96363

**UKULELE WORKOUT**  
Mondays, Nov 4 – Dec 16  6:30 – 8PM  Gardner  $119  CRN 96243

**PARANORMAL INVESTIGATION**  
Friday, November 1  5PM – 4AM  Westminster  $169  CRN 96320

**HEALTH & WELLBEING**

**REIKI I**  
Tuesdays, September 10 & 17  7 – 9PM  Gardner  $59  CRN 96315

**HOW TO BEAT YOUR SUGAR CRAVINGS AND FOOD ADDICTIONS**  
Wednesday, September 25  6 – 8PM  Gardner  $39  CRN 96356

**UNDERSTANDING YOUR ENERGETIC ANATOMY**  
Wednesday, October 2  7 – 9PM  Gardner  $39  CRN 96354

**END PROcrastination NOW**  
Wednesdays, October 9 – 23  7 – 9:30PM  Gardner  $95  CRN 96317

**RELIEVING MOOD SWINGS, DEPRESSION & ANXIETY WITH NUTRITION**  
Thursday, October 10  6 – 8PM  Gardner  $39  CRN 96358

**PAST LIFE REGRESSION**  
Tuesday, October 15  6 – 9:30PM  Gardner  $49  CRN 96319

**REIKI II**  
Tuesdays, October 15 & 22  7 – 9PM  Gardner  $59  CRN 96316

**HEALTHY HAIR & MAKEUP**  
Tuesdays, Oct 22 & 29  6:30 – 7:30PM  Gardner  $39  CRN 96342

**REACHING YOUR OPTIMAL HEALTH SERIES (Full Day Workshop)**  
Saturday, October 26  9AM – 3:30PM  Gardner  $99  CRN 96355

**SAFETY SMARTS AT HOME & BEYOND**  
Wednesday, November 6  6 – 9PM  Gardner  $49  CRN 96353

**STOP SMOKING WITH HYPNOSIS**  
Tuesday, November 19  7 – 9:30PM  Gardner  $75  CRN 96318

**NEW AGE**

**AN INTRODUCTION TO WORKING WITH CRYSTALS**  
Wednesday, October 16  7 – 9PM  Gardner  $59  CRN 96360

**THE POWER OF A BELIEF SYSTEM**  
Tuesday, October 22  6 – 9PM  Gardner  $49  CRN 96359

**TAROT**  
Tuesdays, Oct 29 – Dec 3  7 – 9PM  Gardner  $89  CRN 96321

**MUSIC**

**WEBSITE FUNDAMENTALS W/PHOTOSHOP & DREAMWEAVER**  
Wednesdays, Sep 11 – Oct 16  6:30 – 9PM  Gardner  $169  CRN 96335

**PHOTOGRAPHY FOR BEGINNERS, DIGITAL OR FILM**  
Wednesdays, Sep 18 – Nov 6  6 – 9PM  Gardner  $189  CRN 96334

**HOW TO MAKE GREAT PHOTOGRAPHS OF PEOPLE**  
Thursdays, Sep 19 – Oct 17  6 – 9PM  Gardner  $129  CRN 96325

**PHOTOSHOP, PART 1**  
Thursday, October 24  6 – 9PM  Gardner  $29  CRN 96350

**PHOTOSHOP COMPOSITIONS FOR ALL OCCASIONS**  
Wednesdays, Nov 13 – Dec 11  6:30 – 9PM  Gardner  $89  CRN 96326

**COACHING & SPORTS**

**COACHING FUNDAMENTALS**  
Saturday, October 5  8 – 10AM  F&W Center  $19  CRN 96344

**BASIC ANATOMY FOR COACHES**  
Saturday, October 12  8 – 10AM  F&W Center  $19  CRN 96345

**BREAKING DOWN SKILLS**  
Saturday, October 19  8 – 10AM  F&W Center  $19  CRN 96346

**COACHING THE ATHLETE**  
Saturday, October 26  8 – 10AM  F&W Center  $19  CRN 96347

**BREAK THE BARRIERS OF EXERCISE**  
Saturday, November 30  8 – 10AM  F&W Center  $19  CRN 96348
GED TESTING

Angela Lunn-Marcustre - Chief Examiner
978-630-9173 | alunn-marcustre@mwcc.mass.edu or ged@mwcc.mass.edu

NOTE: All GED testing registration must be done at the Gardner Campus.

GED Testing Registration
Registration must be done in person. Cash, check, money order, or vouchers may be used for payment. Non-refundable fee: $65.*
*Missed scheduled exam will be charged $25 for each test missed.

Age Requirements
Students must be at least 16 years of age to register. If under 18, you must provide a letter from the last school attended. A parent or guardian must sign a verification of eligibility form.

Other Requirements
A valid picture ID is required. All registrations for re-test must also be handled in person. A large print version is available upon request. Persons with a disability who may require accommodations should contact the GED chief examiner at 978-630-9173 prior to registration. Re-test fee: $17

Adult Basic Education & GED Preparation
The Regional Adult Education Center at MWCC offers Adult Basic Education (ABE), GED preparation, and English for Speakers of Other Languages (ESOL). Day and evening classes are available on an open-entry basis at five convenient locations. Cost: free

Gardner
Pamela Dempsey-O’Connell
978-630-9259
pdempsey-oconnell@mwcc.mass.edu

Winchendon
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978-630-9259
pdempsey-oconnell@mwcc.mass.edu

Fitchburg
Kathleen Russell
978-665-3433
krussell@mwcc.mass.edu

Leominster
Adrianna Coelho
978-534-1563
acoelho@mwcc.mass.edu

Devens
Candice Conner
978-630-9527
cconner@mwcc.mass.edu

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<th>English Registration Date (For English speaking students)</th>
<th>Testing Dates</th>
<th>Testing Times</th>
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<tr>
<td>Wednesday, September 11, 2013 (by appointment)</td>
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<td>Miércoles, 9 de Octubre, 2013</td>
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ONLINE COURSES & CERTIFICATE PROGRAMS
Course descriptions can be found on p.17 or visit mwcc.edu/continuing

AMERICAN MANAGEMENT ASSOCIATION (AMA) Online Self-Study Program
Fine-tune your current skills and learn new ones with a flexible learning plan that fits your schedule, budget and your professional goals. Join more than 300,000 professionals who have enriched their careers through AMA’s University Program. This unique partnership between AMA and MWCC makes quality management training more convenient, accessible and affordable for today’s managers. For more information, visit www.flexclassroom.com/mwcc/

Earn AMA Certificates in:
- Success Skills In The Workplace
- Customer Satisfaction Management
- Quality Improvement Management
- General Management
- The Administrative Assistant
- Manufacturing Management
- Sales And Marketing Management
- Human Resources Management
- Finance And Accounting Management
- Strategic Leadership
- Business Communications Management
- Supervision

ED2GO
Very popular self-paced courses that are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, and a certificate of completion. All courses are only $125 and run for six weeks. For full descriptions, additional offerings and registration information, go to www.ed2go.com/mwcc

Accounting Fundamentals I & II
- Introduction to PHP and MySQL
- Effective Business Writing
- Computer Skills for the Workplace
- Introduction to Photoshop CSS
- Fundamentals of Supervision and Management
- Introduction to Dreamweaver CSS
- Become a Veterinary Assistant

Introduction to Java Programming
- Customer Service Certificate
  - Learn to improve your customer service skills to enhance your career skill set, improve productivity, and increase your organization’s success. You will also take away some extraordinary customer service techniques you won’t find anywhere else.

GEORGE BROWN COLLEGE
The self-paced training packages allow students to complete individual technician courses on their own time. This highly innovative distance education program combines state-of-the-art lab simulation with award-winning curriculum, resulting in a great learning experience. The program content is delivered on CD-ROM or DVD and is supported through the on-line Virtual Campus that provides access to various on-line resources. For more information, visit mwcc-gbc.com/

Electromechanical Technician Program
Programmable Logic Controllers Program
Electronics Technician Certificate

UGotClass “SKILLS FOR THE 21ST CENTURY”
Get skills for the 21st century and boost your productivity and organization’s bottom line. Most courses are offered 4 times a year and classes start the first Monday of the month. New to online learning? Our online learning tutorial begins the week before classes start. Visit www.yougoclass.org/catalog-complete.cfm/mwcc or call 978-630-9525 for more info.

Customer Service Certificate
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New – 7 Courses for K12 Teachers
- Gender in the Classroom
- Generational Learning Styles for K12 Teachers
- Online Learning and Teaching for K12 Teachers
- Social Media and Online Tools for K12 Teachers

How to Successfully Incorporate Social Media into an Effective Marketing Plan
This course is a no-nonsense exploration that will clarify how to use social networking sites, blogging, email marketing, and search engine optimization (SEO) in an effective way.

Introduction to Social Media
Learn what social networks are and their role in your business and personal life. Find out the top sites and how businesses are using the sites for communication, customer retention, branding, marketing, market research, needs assessment, and serving customers and clients. Sutied for anyone interested in social networks.

Marketing Using Social Media
Learn quick, easy ways to use Twitter, blogs and LinkedIn to engage your customers or clients and keep them interested in your organization or business.

Integrating Social Media in Your Organization
Learn how to create your own private social network using Ning, work socially using Google Docs and calendars, and move your website to an interactive Web 2.0 site.

CAREER STEP
For more info, visit www.CareerStep.com/mwcc or call directly for payment plans 1-877-225-7151

Computer Technician
Prepare for entry-level jobs in information technology and CompTIA A+ certification. Learn computer basics, system hardware and software, troubleshooting, security techniques, networking, and operational procedures. Upon graduation, you receive CompTIA A+ exam vouchers.

Executive Assistant
Acquire the business knowledge and specialized skills needed to successfully manage day-to-day operations in a variety of office settings. Prepare to earn the Microsoft Office Specialist Master credential and gain an edge in the job market.

Medical Administrative Assisting
Gain the skills you need to successfully manage the day-to-day front office responsibilities of a medical facility. Focus on developing skills in front desk reception, patient scheduling, billing, and practice finances.

Medical Coding and Billing
Train for a new career in medical coding, in either the inpatient or outpatient specialty. Prepare for national certification exams by focusing on medical terminology, coding standards, and specific code sets.

Medical Transcription and Editing
Develop the knowledge and skills of quality medical transcriptionists in addition to the specialized skill set of medical transcription editors. Focus on keyboarding, medical terminology, language and grammar, and the editing skills required to work with speech recognition technology.

Pharmacy Technician
Learn how to be an effective pharmacy technician. Prepare for national certification exams by focusing on pharmacology, pharmaceutical calculations, and pharmacy law and regulations.

QPR – SUICIDE PREVENTION
QPR for Primary Care Providers Certificate
- 6 hours
- Online
- $175.14

QPR for Nurses & Gatekeeper for Suicide Prevention Certificate
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Medical & Community Interpreting Certificate Program
- In Person
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  - TBD
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- Using Cell Phones in the Classroom

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BUSINESS & CAREER

ETSY | CRN 96366
Want to learn how to sell your craft items to create a profitable business on Etsy.com? You will learn the skills to market your items on the website to start earning money for your crafts.

FACEBOOK FOR HOLDOUTS | CRN 96273
This course will walk you through how to get started, find your way around, find family and friends, and keep control of your privacy and security. Learn how to create photo albums, birthday calendars and create/accept events.

GET STARTED BLOGGING FOR FUN AND PROFIT | CRN 96295
Are you ready for your voice to be heard? Inspire, entertain and inform readers with your very own blog. We’ll talk about Word Press and other tools and resources.

INTERMEDIATE ACCESS 2010 | CRN 96281
This course will cover relationships, creating join queries, designing and using forms, creating switchboards, and generating reports. Students must have some experience with Access.

INTERMEDIATE EXCEL 2010 | CRN 61739 (1) 96279 (2)
This course will cover hyperlinks, conditional formatting, formatting as tables, working with large worksheets, creating charts, using text and numeric formulas, the lookup command, pivot tables, and simple macros. Excel experience required.

INTERMEDIATE WORD 2010 | CRN 96277
Learn to work with tables; graphics, using the mail merge tool, tracking changes, hyperlinks, inserting citations and bibliographies, setting Word options, using and creating templates, and simple macros.

INTRO TO ACCESS 2010 | CRN 96280
Microsoft Access is a database management system that allows you to enter, store and query records. Topics will include designing tables, determining data types, primary keys, formats, using the query wizard, creating simple queries, make table queries, appending queries and importing & exporting data.

INTRO TO COMPUTER FOR THE BRAND NEW USER | CRN 96274
This course will cover how to turn on the computer, how to use the mouse, review of the keyboard, how to navigate the computer, hardware, software, and how to turn off the computer.

INTRO TO COMPUTERS | CRN 96272
This course will cover computer hardware and software, navigating Windows, operating folders, browsing the Internet, search engines, setting up free email, ISPs and maintaining your computer.

INTRO TO EXCEL 2010 | CRN 61737 (1) 96278 (2)
This course includes creating, saving and printing workbooks, navigating the program, using menus & toolbars, formatting, merging cells, inserting and deleting columns and rows, inserting graphics, using the find and replace command, and simple formulas.

INTRO TO MICROSOFT PUBLISHER 2010 | CRN 96282
This course will cover how to create an array of publications and marketing materials without having graphic design experience.

INTRO TO WORD 2010 | CRN 96276
Learn to create, edit, save and print documents, format documents, use toolbars, create lists, create labels/envelopes, use the find and replace command, and an introduction to graphics.

IPAD BASICS | CRN 96292
This class will show you some of the amazing things you can do with your iPad. Organize your life, learn something new and make your business more efficient.

IPAD FOR EDUCATORS | CRN 96294
This course will cover iPad productivity, assistive technology, special education, and academic content areas. iPad basics are not covered in this session.

JUMPSTART INTO TECHNOLOGY | CRN 96275
This course will cover online banking, shopping on the web, downloading pictures from your camera, simple picture editing, music downloading, videos, Facebook, online games and more. Prerequisite: experience with Windows.

KEEP YOUR COMPUTER UPDATED & CLEAN | CRN 96341
A way to keep your home or office system clean is to go through all the programs you have installed on your computer and decide on what you don’t use anymore – and remove them.

MEDICAL DEVICE MANUFACTURING CAREER READINESS PROGRAM (DEVENS)
Earn National Career Readiness and OSHA 10-hour Safety Certification and learn about working in the growing medical device manufacturing field. Content focuses on working in FDA-regulated environments.

MANUFACTURING CAREER PREPARATION PROGRAM (DEVENS)
Earn National Career Readiness and OSHA 10-hour Safety Certification while gaining valuable skills for employment in advanced manufacturing. Topics include blueprint reading, work instructions, electrical and mechanical troubleshooting, measurement techniques, lean manufacturing and quality systems.

ONLINE LEARNING MADE EASY | CRN 96343
This course will have tips and suggestions for the student just out of high school as well as nontraditional learners back to school.

PINTEREST – HAVING FUN | CRN 96293
Join us for a tour of this social media site that is packed with ideas for every aspect of your life.

POWERPOINT 101 | CRN 96283
Learn to create powerful presentations that can be used for professional, educational or personal use. You will learn to design and edit slides, insert clipart, use animation to make your slides come alive and run a slide show. Students are invited to bring in their own professional or personal pictures.

PERSONAL INTEREST

AMERICAN SIGN LANGUAGE I, THE BASICS | CRN 61749 (1) 96340 (2)
Students will learn to appreciate and respect ASL as a living, unique and wholly naturally-occurring language, and recognize the Deaf people as a community with their own set of cultural traditions and values.

AN INTRODUCTION TO WORKING WITH CRYSTALS | CRN 96360
Learn how crystals can help bring abundance, love, protection, healing and balance to your life. Choosing, cleansing and programming your crystals is also discussed.

BABYSITTING | CRN 96324
Ages 11-16. The babysitters course will help you interview for a babysitting job, choose safe toys and games, basic first aid, diapering and feeding techniques, handle bedtime and behavior issues.

BASIC ANATOMY FOR COACHES | CRN 96345
Having knowledge of anatomy is considered safe practice in the physical wellness field. This helps the coach see the athletes from the inside out which can lead to proper and safe execution of skills. Do you know there are 3 hamstring muscles? Do you know how to stretch the IT band? You will!

BREAK THE BARRIERS OF EXERCISE | CRN 96348
Want to begin an exercise regime, and don’t really know how to begin? This will guide and encourage you to move and to enjoy it too.

BREAKING DOWN SKILLS | CRN 96346
This course will offer tips and suggestions to help improve how to teach the stages of a skill and be able to associate it well to your audience.

BLACK AND WHITE DARKROOM | CRN 96351
There is nothing like a hand-printed black and white photo. This “old school” class will help the student learn how to develop B&W film and make prints from a B&W negative. Students will also get an idea of what is necessary to make their own home darkroom. Students should come to the first class with an exposed but undeveloped roll of B&W (not C41) film. Class fee includes chemicals and paper to be used in the class.

BLOCK PRINT | CRN 96310
Making your own holiday cards, gift tags and/or invitations can be exciting, fun and save you money. Angels, bells, trees…the list is endless.

CALLIGRAPHY INTRODUCTION | CRN 96307
Learn how to hold your pen and how to create letters by using strokes and italic.

COACHING FUNDAMENTALS | CRN 96344
This course will cover the fundamentals of teaching including planning, managing, organizing, leading and controlled implementation. There is more to coaching than just teaching skills and calling plays and by the end of this course your vision will be changed or refined.

COACHING THE ATHLETE | CRN 96347
It can be difficult to remember that coaching spans far beyond the competition. This course will cover word choices, gestures and behaviors, which can impress upon the athletes for life.
## BUSINESS & CAREER

**ETSY | CRN 96366**
Want to learn how to sell your craft items to create a profitable business on Etsy.com? You will learn the skills to market your items on the website to start earning money for your crafts.

**FACEBOOK FOR HOLDOUTS | CRN 96273**
This course will walk you through how to get started, find your way around, find family and friends, and keep control of your privacy and security. Learn how to create photo albums, birthday calendars and create/accept events.

**GET STARTED BLOGGING FOR FUN AND PROFIT | CRN 96295**
Are you ready for your voice to be heard? Inspire, entertain and inform readers with your very own blog. We'll talk about Word Press and other tools and resources.

**INTERMEDIATE ACCESS 2010 | CRN 96261**
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<thead>
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<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
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<td>CRN 96366</td>
<td>Winter 2010</td>
</tr>
<tr>
<td>Facebook for Holdouts</td>
<td>CRN 96273</td>
<td>Winter 2010</td>
</tr>
<tr>
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</tr>
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<td>CRN 96261</td>
<td>Winter 2010</td>
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</tr>
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<td>CRN 96277</td>
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<td>CRN 96272</td>
<td>Winter 2010</td>
</tr>
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<tr>
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<td>CRN 96282</td>
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</tr>
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<td>CRN 96294</td>
<td>Winter 2010</td>
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<tr>
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<td>CRN 96275</td>
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</tr>
<tr>
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<td>Winter 2010</td>
</tr>
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Practice mixing and tasting your creations as you learn new libations to spice up your holiday parties. This class will cover traditional, French, white chocolate and apple martinis, cosmopolitans, and more.

PARTY COCKTAILS

Paranormal activities and learn to use the investigating equipment and processing our findings. A live investigation will give you “hands-on” learning as we will begin by studying the different types of paranormal activities and learn to use the investigating equipment and processing our findings.

A continuation of Intro to Calligraphy, you will learn about the technical skills, speed and materials.

Intermediate Calligraphy | CRN 96308
A continuation of Intro to Calligraphy, you will learn about the technical skills, speed and materials.

Intro to Stand-up Comedy | CRN 96299
Stand-up comedy includes writing a joke, a set-up, and a punch line, getting material, creating your own style, doing impressions, writing song parodies and getting secret formulas.

Intro to Ukulele | CRN 96244
Come in and learn the basics of Ukulele.

NIGHT LIFE EARRINGS | CRN 96314
Learn the basic techniques for designing and fabricating beaded dangle earrings (for pierced ears only). Each student will create 6 pairs of earrings and all supplies, including tools, will be provided.

End Procrastination Now | CRN 96317
This class will teach you how to set realistic goals and plan the actions steps to achieve them, discover how to motivate yourself to take action, and how to use self-hypnosis to reduce stress and stay focused.

Firearms Safety | CRN 96296 (1) 96297 (2) 96298 (3)
Upon successful completion, students will receive a MA State Police Basic Firearms Safety Certificate, required for application submission to local firearms licensing authorities in MA.

Guitar for the Beginner | CRN 96323
This introduction will cover some basics about your guitar, tuning and a brief explanation about guitar strings.

Healthy Hair & Makeup | CRN 96342
Are you looking how to extend your makeup, face and hair products? This course will cover various home remedies for your face and hair and how to use makeup for all face shape.

Home Inspection | CRN 96302
Learn what to look out for when shopping for a home. This class provides information for prospective homeowners to make informed decisions prior to placing a bid on a potential home.

How to Beat Your Sugar Cravings and Food Addictions | CRN 96356
In this workshop you will learn the top ways sugar is negatively affecting your health and happiness, tips to eat foods you enjoy and not deprive yourself and understand how your lifestyle affects cravings.

How to Make Great Photographs of People | CRN 96325
Inside and outside you will learn how to use just the available light, reflectors and electronic flash to create a casual and natural looking photograph of family, friends or anyone.

Increase Traffic to Your Website | CRN 96336
If your business sells or has a service, or you want to increase hits to your personal website, let us show you how.

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Nitwit for the Beginner | CRN 96304 (1) 96305 (2) 96306 (3)
If you’ve ever wanted to learn to knit but aren’t sure where to begin, this class will cover the basic stitches.

Music Recording, Publishing, Marketing & Publicity | CRN 96363
Discover the free tools to make your music heard on CD and online on Amazon, iTunes, Google, Facebook, MySpace, Spotify, eMusic, HeartRadio, and many more. Create the album cover and sound quality.

Paranormal Investigation | CRN 96320
A live investigation will give you “hands-on” learning as we will begin by studying the different types of paranormal activities and learn to use the investigating equipment and processing our findings.

Party Cocktails | CRN 96362
This class will cover traditional, French, white chocolate and apple martinis, cosmopolitans, and more. Practice mixing and tasting your creations as you learn new libations to spice up your holiday parties. Must be 21+ IDs required.

Past Life Regression | CRN 96319
Have you ever wondered if you have lived before? Have you ever wondered who you may have been in one of your previous lives? Come satisfy your curiosity!

Photography for Beginners, Digital or Film | CRN 96334
This course will cover film and digital photography and the differences, learning how to use the various creative controls on both cameras. Two Saturday field trips – 10/5 & 10/26.

Photobook Compositions for All Occasions | CRN 96326
Enjoy creating Photobooks compositions for family or friends while producing unique and memorable posters, magazine and book covers, calendars, invitations, awards, stamps, stickers, packaging & more.

Photograph, Part 1 | CRN 96349
Editing your photos to make them look their best.

Photograph, Part 2 | CRN 96350
Students should bring files of images needing retouching or restoration.

Preparedness & Survival | CRN 96300
The course will cover topics such as fundamental preparedness for both natural and man made disasters and address the elementary skill sets needed to increase your chance of survival.

REACH YOUR OPTIMAL HEALTH SERIES (Full Day Workshop) | CRN 96355
Weight Loss and Live More | 9 – 10:30AM
In this workshop you will learn the tools and tricks that will help you eat sensibly and keep the pounds off for a lifetime of health and wellness. You will learn how to set goals to maximize success, dangers of restrictive diets, 3 steps to effortless weight loss and much more!

Nutrition for Energy | 10:45AM – 12PM
In this workshop you will learn about the three basic concepts that affect your energy, eat for sustained energy that will last you all day, how to reduce dependence on caffeine and sugar, use the right food to improve your concentration and boost your mental clarity and much more!

Stress Management Made Simple | 12:30 – 3PM
Chronic stress is not something you can cure with a pill. In this workshop you will build a tool kit with the coping strategies that you can use any time you need it.

Discussion & Questions | 3 – 3:30PM

Reiki I | CRN 96315
Reiki I focuses on healing the physical body. The required text is: Essential Reiki: A Complete Guide to an Ancient Healing Art by Diane Stein.

Reiki II | CRN 96316
Learn the Reiki symbols and how to do long distance healing. Level II is all about healing the emotional self. The required text is: Essential Reiki: A Complete Guide to an Ancient Healing Art by Diane Stein Pre-requisite: Reiki I.

Relieving Mood Swings, Depression & Anxiety with Nutrition | CRN 96358
In this class you will uncover the underlying causes of mood swings, depression and anxiety as we cover topics such as signs of depression and anxiety, herbs to support emotional balance and stress management techniques.

Safety Smarts at Home & Beyond | CRN 96353
Learn how to protect your child and family from common and little known dangers in and around the home. A wealth of information will be presented that could save a life.

Stop Smoking with Hypnosis | CRN 96318
Are you ready to stop smoking? Hypnosis addresses the mind at a subconscious level and releases the underlying reasons for why you have continued to smoke.

Surviving as a Self-Taught Musician | CRN 96322
This course will address performance etiquette, stage presence, musical communication, listening skills, composing, relating with co-performers, and recording.

Tarot | CRN 96321
The course covers several card spreads to help you get the answers you seek. Be able to perform readings for others. Required Text: “Tarot for Life” by Paul Quinn and a Radiant Rider-Waite tarot deck.

The Power of a Belief System | CRN 96359
People devoutly believe many things for a variety of reasons. For all the justifications people have for believing in what they believe in, the one thing that is consistently ignored is the science. If you believe, no evidence is necessary. If you do not believe, there is never enough evidence to convince you otherwise.
**DECORATIVE & TOLE PAINTING | CRN 96327 (1) 96328 (2) 96329 (3) 96330 (4) 96331 (5) 96332 (6) 96333 (7)**
Each class will feature a unique project for your home or to give as a gift. No previous painting experience is necessary.

**DROP EARRINGS | CRN 96314**
Learn the basic techniques for designing and fabricating beaded dangle earrings (for pierced ears only).
Each student will create 6 pairs of earrings and all supplies, including tools, will be provided.

**END PROCRASTINATION NOW | CRN 96317**
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- **WEIGH LESS AND LIVE MORE | 9 – 10:30AM**
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- **NUTRITION FOR ENERGY | 10:45AM – 1PM**
  In this workshop you will learn about the three basic concepts that affect your energy, eat for sustained energy that will last you all day, how to reduce dependence on caffeine and sugar, use the right food to improve your concentration and boost your mental clarity and much more!
- **STRESS MANAGEMENT MADE SIMPLE | 12:30 – 3PM**
  Chronic stress is not something you can cure with a pill. In this workshop you will build a tool kit with the coping strategies that you can use any time you need it.

**REIKI I | CRN 96315**
Reiki I focuses on healing the physical body. The required text is: Essential Reiki: A Complete Guide to an Ancient healing Art by Diane Stein.

**REIKI II | CRN 96316**
Learn the Reiki symbols and how to do long distance healing. Level II is all about healing the emotional self. The required text is: Essential Reiki: A Complete Guide to an Ancient Healing Art by Diane Stein Prerequisite: Reiki I.

**RELIEVING MOOD SWINGS, DEPRESSION & ANXIETY WITH NUTRITION | CRN 96358**
In this class you will uncover the underlying causes of mood swings, depression and anxiety as we cover topics such as signs of depression and anxiety, herbs to support emotional balance and stress management techniques.

**SAFETY SMARTS AT HOME & BEYOND | CRN 96353**
Learn how to protect your child and family from common and little known dangers in and around the home. A wealth of information will be presented that could save a life.

**STOP SMOKING WITH HYPNOSIS | CRN 96318**
Are you ready to stop smoking? Hypnosis addresses the mind at a subconscious level and releases the underlying reasons for why you have continued to smoke.

**SURVIVING AS A SELF-TAUGHT MUSICIAN | CRN 96322**
This course will address performance etiquette, stage presence, musical communication, listening skills, composing, relating with co-performers, and recording.

**TAROT | CRN 96321**
The course covers several card spreads to help you get the answers you seek. Be able to perform readings for others. Required Text: “Tarot for Life” by Paul Quinn and a Radiant Rider-Waite tarot deck.

**THE POWER OF A BELIEF SYSTEM | CRN 96359**
People devoutly believe many things for a variety of reasons. For all the justifications people have for believing in what they believe in, the one thing that is consistently ignored is the science. If you believe, no evidence is necessary. If you do not believe, there is never enough evidence to convince you otherwise.
If you have the basics down, you are ready for the Ukulele Workout. This class will help you ratchet your skills to the next level.

UNDERSTANDING YOUR ENERGETIC ANATOMY | CRN 96354
Learn about aura, the chakras, psychic senses and the different ways we can balance our energy, ground, heal and protect ourselves.

WEBSITE FUNDAMENTALS W/PHOTOSHOP & DREAMWEAVER | CRN 96335
This course will cover web theory, navigation, viewer interactivity and internet fundamentals. Students gain an overview of two of the most commonly utilized website-building software programs, Adobe Photoshop and Dreamweaver.

PROFESSIONAL DEVELOPMENT

CHILDCARE PROFESSIONALS – HOW TO BOOST PARENTAL INVOLVEMENT | CRN 96387
Do you need more parents involved at your center? Let’s get creative together and help overcome parental barriers.

ECONOMIC RECOVERY FOR BUSINESS OWNERS | CRN 96372
Create a new or build your current business in today’s economic climate. Maximize your potential for a successful business.

INTRO TO CHILDREN’S WRITING | CRN 96369
Participants will learn the basic framework for writing children’s literature from a published author’s perspective. You will be given a comprehensive reading list, a hand-out of recommended websites and writers’ blogs, and an action plan for how to get started in the writing industry.

OSHA

30 Hour General Industry Outreach Training Program
The 30-hour General Industry Outreach Training Program is intended to provide a variety of training to workers with some safety responsibility. Per OSHA’s instruction, the training should emphasize hazard identification, avoidance, control and prevention, not OSHA standards. Instructional time must be a minimum of 30 hours. This training is intended to be customized. There is no prerequisite and anyone can certainly attend this training, but it is geared towards a supervisor, lead-man, upper manager or anyone who has some responsibility for safety and health. Per OSHA there are 13 hours of Mandatory topics with time allotments for each topic, 10 hours of Elective topics, and 7 hours of Optional topics.

OSHA 10 for Entry Level Construction Workers
This training program is intended to provide entry level construction workers information about their rights, employer responsibilities, and how to contact OSHA as well as how to identify, abate, avoid and prevent related hazards on a job site. This program can be geared toward supervisors, but the OSHA 30-hr Construction Outreach Training is best designed for that. The training covers a variety of construction industry safety and health hazards which a worker may encounter. Per OSHA’s instruction, this training emphasizes hazard identification, avoidance, control and prevention, not OSHA standards. Instructional time must be a minimum of 10 hours. Per OSHA there are 7 hours of Mandatory topics with time allotments for each topic, 2 hours of Elective topics, and 1 hour of Optional topics.

2045 Machinery & Machine Guarding Standards | CRN 96245
This course familiarizes the student with various types of common machinery and the related safety standards. The course presents an approach to machinery inspection that enables participants to recognize hazards and to provide options to achieve abatement. These hazards include mechanical motions and actions created by points of operation and other machinery processes.

TEST PREPARATION

SAT PREPARATION | CRN 96337 (1) 96338 (2)
The SAT Reasoning Test contains new content and new types of questions in writing, math, and critical reasoning. Are you prepared to succeed on this new exam? Could you use some assistance in navigating the new format as well as strengthening your skills in both Math and English?

SERVSAFE | CRN 96364
Certification in food safety and sanitation is required for all MA restaurants. Upon passing, participants receive ServSafe certification valid for 5 years. After enrollment, a book will be mailed to you.

SERVSAFE – REVIEW & RECERTIFICATION | CRN 96365
A 2-hour review of key components of ServSafe materials, followed by a 1-hour exam. This course is for experienced food service professionals who have previously passed the ServSafe exam and whose certification has expired or is about to expire. Students must provide their old certification number. Students may purchase the ServSafe Essentials textbook - recommended but not required.
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FALL OPEN HOUSE
Saturday, October 5, 2013 • 8AM - 1PM
Membership specials, tours, prizes and more! Learn about our state-of-the-art equipment, Body Training Systems, group exercises, and more!

LITTLE FIT
6 week sessions begin September 24, 2013.
LITTLE FIT group fitness classes offer 45 minutes of fun and fitness through a variety of movements resulting in an increased awareness of the importance of an active lifestyle and development of self confidence. Class cost includes parent and child.

AGES 6-8
Thursday, September 26 5:45 - 6:30PM  Fitness & Wellness Center  $40
AGES 9-11
Thursday, September 26 6:45 - 7:30PM  Fitness & Wellness Center  $40

AMERICAN RED CROSS SWIM LESSONS
FALL A
September 10 - October 18  6 weeks  Registration begins Aug 17
FALL B
October 31 - December 15  6 weeks  Registration begins Oct 12

MASTERS SWIM PROGRAM
The Greenwood Masters swim team, coached by MWCC aquatics director and certified masters coach David Graham meets 5-6 times per week. Two coached workouts are available Monday evenings and Wednesday mornings. This program requires membership in the facility and is appropriate for all levels of adult swimmers. For more information email David at d_graham@mwcc.mass.edu

ULTIMATE PERFORMANCE
Ultimate Performance is Periodized Circuit Training for the whole body that includes strength, cardiovascular, speed, agility, mobility, power and balance work. This kind of training maximizes fat loss and strength gains while preventing boredom, overuse, overtraining and plateaus.
All participants receive before and after body composition testing, girth measurements, nutrition information and a “free class” pass for a friend!
September 16 - December 7
1X/week for 12 weeks $216.00 (payable @ 72.00/month)
2X/week for 12 weeks $360.00 (payable @ 120.00/month)
3X/week for 12 weeks $432.00 (payable @ 144.00/month)
New participant program orientation meetings (90 minutes) Choose one:
September 9, 7PM • September 11, 10:30AM • September 14, 10:30AM

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Registration questions? Call Lifelong Learning 978-630-9525 TTY: 978-632-4916
Mail: MWCC, 444 Green Street, Gardner, MA 01440; attn: Lifelong Learning
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