Madison College is Continuing Education

Helping our community

- Learn new skills
- Earn digital achievement badges
- Refresh knowledge
- Boost earning power

Register Now!
madisoncollege.edu

Fall 2014

Real world smart.
Here for you... on the job!

Madison College has been refreshing our noncredit classes with a vital objective — to help you keep your job skills current.

We are developing more and more continuing education opportunities to help working adults stay ahead of any upcoming curves in their careers. Our noncredit courses offer effective, convenient and affordable instruction by real world professionals who assess learning without formal grading.

From Mac, PC, business software and social media classes to the newest techniques for health care professionals, event planners and farmers, Madison College can help you stay on top of your professional game — conveniently, confidently and affordably.

Take a class and earn a digital badge or two — it will enhance your LinkedIn profile, lift you up and increase your value on the job and in the job market.

Let us know about classes you’d like to see offered in your community by visiting: madisoncollege.edu/ace-contact-us.

Check out our Mac classes!

- Great teachers
- Competitive pricing
- In demand applications
- Latest software and hardware

What’s new?

- Six Sigma Certification
- Leadership Certification
- Culinary Basics
- Intro to Entrepreneurship
- Basic Writing Refresher
- Innovation for Business Fundamentals

- Strategic Planning for Non-Profits
- Ki: Encounter Your True Self
- Adobe Digital Documents
- 3D Modeling for 3D Printing
- WordPress Intermediate
- Resume and Cover Letter Writing

SCHEDULE
AT A GLANCE

| 1  | Accounting & Tax Preparation |
| 2  | Advanced Manufacturing       |
| 11 | Animation & Cartooning       |
| 11-14 | Art                        |
| 1   | Business & Marketing        |
| 5-7 | Computers & Software        |
| 14-17 | Cooking & Cuisine           |
| 3-4 | Dietary Manager Certification|
| 10  | Financial Planning           |
| 17  | Fitness                      |
| 17-18 | Gardening, Landscaping & Agriculture |
| 4-5 | Health Care Interpreting    |
| 5   | Health Care Professional Development |
| 18  | Home Decorating             |
| 18  | Home and Building Inspection|
| 18-19 | Home Repair, Auto and Shop  |
| 3   | Insurance Continuing Education |
| 2-3 | Leadership Certification    |
| 3   | Lean Six Sigma              |
| 19-20 | Music                      |
| 1   | Non-Profit Management       |
| 9-10 | Photography & Video         |
| 1-2 | Professional Development    |
| 20-21 | Sewing & Fiber Arts         |
| 7-9 | Web Design & Content Management |
| 10-11 | Writing & Publishing        |
| 21-22 | World Languages             |
Register now! See page 24 for registration information.

ACCOUNTING AND TAX PREPARATION

Accounting Intro
Designed for students who have no prior accounting experience and who are not necessarily on an accounting career path, but need an understanding of basic accounting principles. This is an excellent companion course to learning software such as Quickbooks. See registration page for textbook information.

QuickBooks Intro
Learn how to manage your business more effectively with one software package. This class will cover the basics of QuickBooks along with tips to help you become more efficient in your day-to-day functions. Intermediate-level computer skills required. See registration page for textbook information.

BUSINESS AND MARKETING

Facebook and other Social Media for Business
Customers are dictating the corporate and personal branding conversation. With the groundswell of social media tools and strategies, customers have direct access to corporate management and are influencing business communications, product development, customization and personalization. This seminar will provide you the opportunity to grasp the social media phenomenon, its impact on marketing and learn how to become an effective participant in the web world of social networking.

Intro to Entrepreneurship
Dreaming of starting your own business? Not sure if you have an idea or an opportunity? Want to learn more about characteristics of successful entrepreneurs? Wondering what area resources are available to you? Take this class to learn if owning a business is right for you. We will discuss the state of small businesses, the entrepreneurial mindset, advantages and disadvantages of a small business, and idea generation.

NEW! Innovation for Business: Fundamentals
Companies today need innovation. But just “thinking outside the box” isn’t enough. Cost-effective innovative action and implementation is needed, which then can be sustained and repeated. This short course will show how innovation can be integrated into an organization in many ways. It will also provide students with an overview of how technological and organizational innovations develop, how firms create value and grow, and how entrepreneurs and managers can create and translate innovation into business growth and wealth.

Selling on eBay
Do you want to turn your unwanted stuff into treasure? Conducting business online has been made relatively easy and profitable. This course provides you the opportunity to learn strategies to create a business on eBay.com and with other e-commerce channels. Students should have intermediate-level computer skills.

The Business of Art: How to Plan, Launch & Grow a Creative Business
Many artists and craftspersons would love to be making a full-time living with their art. They have the best intentions, but where to begin? In this course, we will focus on understanding the importance of applying business principles to your creative work, managing your finances more effectively, understanding tax as it applies to a creative business, and learning how to market your services effectively and efficiently. All interest and experience levels welcome. Follow your dream and invest in what you love to do!

Grant Writing Essentials
This course teaches the skills new grant writers need to develop to write successful grant proposals. Topics include: searching for grant makers; writing an abstract and needs statement; identifying effective outcomes; and developing a budget. The course will apply to both public and private grant writing situations. Students are expected to have basic business and report writing skills.

Grant and Program Evaluation
Evaluation components are the key to winning grant proposals and managing the award. Learn how to develop a winning evaluation strategy required by grant makers. Topics include: connecting with stakeholders, grant outcomes, collecting and analyzing data, and use of the evaluation report.

NEW! Strategic Planning for Non-Profits
Course topics include the components of a solid plan; writing goals and objectives; setting priorities; planning techniques; focus groups; writing the plan; implementation; market research and analysis; mission statement; SWOT analysis; commitment; evaluation.

Funds for Non-Profits
This course focuses on community fundraising and diversifying your funding base to sustain your nonprofit or government organization. Participants will learn the fundamentals of preparing a successful development plan for their organization. Content will include: different fund development techniques; individual giving; establishing a Friends organization; direct mail; planned giving and endowments; “cause related” funding; special events and projects; involving volunteers; over 100 ideas for creative fund raisers; raising funds with limited resources; and more.

Working with Volunteers
This workshop is designed for organizations that depend on volunteers to successfully pursue their mission. Issues covered include: recruiting volunteers; sources of volunteers; preparing volunteer guidelines and policies; role of the Volunteer Coordinator; job descriptions and performance standards; volunteer management; motivating volunteers; evaluation; volunteer recognition; terminating volunteers. A draft set of Volunteer Guidelines and a Volunteer Handbook template will be provided.

Event Planning
This course will explore the logistics needed to plan large events, corporate meetings, and conventions. Topics include choosing dates, locales, registration methods, marketing techniques, catering and setup, and suggested timelines for successful event planning. Learn how social media is changing traditional event planning with new tools and new modes of publicity.

Professional Development

ACCOUNTING • BUSINESS & MARKETING • NON-PROFIT MANAGEMENT • PROFESSIONAL DEVELOPMENT

Raising Operating and Sustaining Funds for Non-Profits
This course focuses on community fundraising and diversifying your funding base to sustain your nonprofit or government organization. Participants will learn the fundamentals of preparing a successful development plan for their organization. Content will include: different fund development techniques; individual giving; establishing a Friends organization; direct mail; planned giving and endowments; “cause related” funding; special events and projects; involving volunteers; over 100 ideas for creative fund raisers; raising funds with limited resources; and more.

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Corporate Social Event Planning
From budget planning to on-site event execution, learn what you should know as a corporate social planner in charge of coordinating an employee event. This workshop includes a variety of topics such as company liability issues, budget planning and contract negotiation.

#34240 $30 R 6pm–9pm 11/6
Madison College West

Dealing with Difficult People
Learn techniques and strategies to help you deal graciously with difficult people. Gain a better understanding of why others act as they do and develop improved responses to help de-escalate awkward situations.

#34238 $30 M 6pm–9pm 11/10
Madison College West

Power of Positive Relationships
This workshop is designed to help participants improve relationships at work in order to build trust, become more productive and achieve better results. Managers, employees, or teams will benefit from learning how to focus on creating positive interactions in the workplace.

#34585 $40 T 6pm–9pm 9/30
Madison College West

Everybody Wins: How to Turn Conflict into Collaboration
Conflict is a common issue in today’s changing workplace. This module will help recognize common conflict situations between peers, teams and managers, and employees. You will learn to understand why conflict happens in the workplace, how to change your perspective of conflict, identify the three most common workplace conflicts, identify the five different ways people deal with conflict, use an “Everybody Wins” approach in conflict situations, and take personal responsibility for dealing with conflict.

#34586 $30 T 6pm–9pm 10/7
Madison College West

Time Management Workshop
Productive and optimal use of time and space has never been more important than in our work and personal lives today. This workshop will introduce the concepts for assessing time usage, tools to improve time management and using demonstrated methods to improve individual productivity.

#34237 $30 W 6pm–9pm 11/5
Madison College West

Project Management Fundamentals
Designed for both new and experienced project managers, this course is a unique blend of key project management concepts and applied training that you can immediately use on your projects. No matter what your level of skill, after this course you will have specific tools that you can apply to all the phases of the project life cycle to successfully manage and deliver results at home, at work or in any project situation. Learn how to: develop project plans, perform required work, define roles and responsibilities, functional requirements, work breakdown structures, statements of work and resource allocation models; identify the scope; prepare estimates; and monitor and control the project. See registration page for textbook information.

#34292 $149 W 6pm–9pm 10/15–11/12
Trux Foundation Centre

Graphic Design 101 for Non-Designers
Pixels vs. points, agency vs. freelancer, where to find fonts, good vs bad design….Learn basic terminology, color theory, tips and “proven” formulas to create appealing designs for print, web and other media. Created for the student with no formal design training or marketing and IT personnel working with a designer. This class will help you learn basic design principles such as composition, layout, and typography in a non-intimidating environment. Hands-on practice and application with design pieces will be included. This class does not cover specific software.

#35092 $149 R 6pm–9pm 10/9–11/6
Trux Campus

ADVANCED MANUFACTURING

Basic Okuma VMC Operation
The course provides the knowledge and skills required to set up and operate an Okuma Machining Center. Steps such as installing the appropriate tools correctly, establishing the program zero points, performing corresponding tool offsets and related machine safety procedures will be taught. Actual parts will be produced to proper specifications allowing for machine tool wear offsets and program modification problem solving.

#11201 $999 MTWR 8:30am–2:30pm 8/18
Trux Campus

Basic Okuma One-Touch IGFl-Milling
The course provides the knowledge and skills required to “translate” a part drawing into a program capable of producing the finished product. The student will utilize Okuma’s One Touch IGFl to conversationally define a list of required processes, cutting tools, and stock properties. This information is then assembled into a logical / optimum sequence. This program then can be used to produce a finished part. The course emphasis is structured to include classroom instructional theory and hands-on operation of a P300 Okuma Machining Center Simulator.

#11203 $999 MTWR 8:30am–2:30pm 8/11
Trux Campus

NEW! FOUNDATIONS OF LEADERSHIP CERTIFICATION
The instructor can make an online course available if participants are unable to attend a particular classroom session. See madisoncollege.edu/leadership-certification for more information about the program.

Your Leadership Journey
This introductory course in the Foundations of Leadership Certification series arms a new or prospective leader with the knowledge and skills they need to confront early career challenges. The course encourages the learner to think about the transitions that newer leaders face and how to handle those challenges. Learners are introduced to three leadership differentiators most important to building a positive reputation as well as contributing to the organization’s success. Learn how to reduce stress, act with authenticity to build trust and bring out the best in others to enhance engagement and capacity.

#35138 $139 W 5:30pm–9pm 10/22
Madison College West

Communicating for Leadership Success
Organizations need leaders who can do more and be more to succeed in today’s complex environment. Employers need frontline leaders with strong interpersonal skills who can get things done by mobilizing and engaging others. This required course in the Foundations of Leadership Certification series helps leaders communicate effectively so they can spark action in others. The course teaches leaders the essentials they need to interact and handle the variety of daily challenges and opportunities they will encounter.

#35144 $139 W 5:30pm–9pm 10/29
Madison College West

Coaching for Peak Performance
Effective coaching is one of the most important drivers of team member performance. Whether leaders are guiding people toward success in new or challenging situations, or helping people improve or enhance their work performance, their ability to coach and provide feedback makes the difference between mediocrity and high performance. By helping learners understand the importance of three coaching techniques and how to effectively handle both proactive and reactive coaching discussions, this course helps leaders have more effective and efficient interactions.

#35145 $139 W 5:30pm–9pm 11/5
Madison College West
Resolving Workplace Conflict

Today’s business environment challenges organizations to increase productivity, improve quality, shorten cycle time and reduce costs. An unfortunate but natural byproduct of these challenges is conflict. While conflict can lead to discoveries such as new ideas and innovative breakthroughs, it can, if allowed to escalate, result in damage to critical working relationships. This course teaches leaders how to recognize the signs of escalating conflict and take appropriate action to minimize damage.

#35146 $139 W 5:30pm–9pm 11/12
Madison College West

Setting Goals & Reviewing Results

People are more engaged and strive for better results when they feel ownership of their work process and outcomes. Unfortunately, leaders fail to engage and reinforce this sense of ownership during performance management discussions. This course will show the positive effect of shifting the traditional role of planner and evaluator from the leader to a shared responsibility between leader and employee. This shift builds employee ownership and allows the leader to focus on coaching and developing throughout the performance cycle. Leaders will experience how to use effective goals to help them and their employees track progress and fairly evaluate outcomes. A well-written performance plan is also a powerful tool for leaders to use when determining where to focus their development and coaching discussions with their employees.

#35147 $139 W 5:30pm–9pm 11/19
Madison College West

Delegating with Purpose

Delegation is a critical skill for leaders in today’s “do more with less” business environment. Fewer resources, changing motivations, virtual employees, and global workforces are just a few of the challenges leaders face as they attempt to meet ever-increasing workplace demands. In this course, leaders learn the skills they need to address these challenges, gain the commitment of team members, develop individual skills and abilities, enhance the overall capability and capacity of their teams and, ultimately, the organization. Leaders learn to identify the tasks they need to delegate, select the most appropriate individuals, assess capabilities and commitment, and plan the delegation discussion. That discussion includes the level of decision-making authority, amount of support and methods for monitoring progress and measuring results.

#35148 $139 W 5:30pm–9pm 12/3
Madison College West

NEW! LEAN SIX SIGMA PROCESS IMPROVEMENT CERTIFICATION

Complete the Yellow Belt series of training courses to either finish with the Yellow Belt certification or continue with additional coursework in the spring to pursue the Green Belt training and certification. This course uses a blended approach of sophisticated online modules (approximately 12-15 hours to complete) and classroom instruction. Some of the in-person meetings may not be required depending upon individual performance in the online modules. See madisoncollege.edu/lean-six-sigma-certificate for more information.

Yellow Belt Lean Six Sigma Training

Six Sigma is a comprehensive and flexible system for achieving and sustaining bottom line results in your organization. Six Sigma is much more than a quality system, it is a disciplined, data driven approach and methodology for eliminating defects in any process. With an innovative combination of online learning modules and in-person meetings, participants will learn how to integrate Six Sigma methodologies for improvement of processes to better meet customer expectations and bottom-line objectives of their organization.

#35215 $549 T 6pm–9pm 9/2, 9/16, 9/30, 10/21 & 11/11
Truax Foundation Centre

Yellow Belt Lean Six Sigma Certification

This is the capstone course for Yellow Belt Lean Six Sigma Certification. Those who have completed the Yellow Belt Training and do not intend to continue to Green Belts can complete their Yellow Belt Certification with this course. This session is not required of those who will pursue the Green Belt Certification.

#35216 $295 S 8am–3pm 11/15
Truax Foundation Centre

INSURANCE CONTINUING EDUCATION

Commercial Liability & Our Legal System

The class will discuss our legal system and legal liabilities arising from torts, contracts, and statutes. It will include a broad look at the sources of liability exposures, as well as an analysis of the commercial general liability insurance policy and other major liability policies. A case study will determine which liability insurance coverages are appropriate for handling unique liability risks. 4 CE hours, Casually.

#34298 $40 W 5:30pm–9:30pm 10/15
Madison College West

Ethical Practices in Insurance

This class provides an overview of Wisconsin Insurance Laws including fair marketing, suitability of product, fair claims practices, agent responsibilities and relationships and making ethical decisions. 3 CE hours, Ethics.

#34297 $30 T 5:30pm–8:30pm 11/11
Madison College West

Life Insurance & the Law

This interactive session reviews actual cases involving various life insurance contracts and the legal interpretation of misrepresentation, paying death benefits for missing persons, change of beneficiary disputes and more. 3 CE hours, Life.

#34262 $30 T 5:30pm–8:30pm 11/18
Madison College West

Consumer Identity Theft

Identity theft occurs when personally identifiable information is assumed by a thief. Many consumers confuse identity theft with financial fraud. There are several types of non-financial identity fraud, each having dire consequences for the victims. For example, medical identity theft can result in the victim’s death, and character identity theft can result in the victim’s arrest. This workshop reviews the many types of consumer identity theft and the consequences to consumers. A major emphasis of the workshop is to educate participants about how consumers can deter and detect identity theft, and what they can do if they become a victim. 3 CE hours, Life & Health.

#34310 $45 T 1pm–4pm 12/4
Madison College West

DIETARY MANAGER CERTIFICATION

These courses are part of the Dietary Manager’s Certificate program, designed for students interested in becoming certified by the Association of Nutrition and Foodservice Professionals (formerly the DMA). See madisoncollege.edu/eating-behaviors-technician-certification and madisoncollege.edu/dietary-manager-certification for program requirements and an application form. Students should have: high school, HSED or GED degree; two years of foodservice management or post-high school training in food service; current employment in foodservice position; intermediate computer skills and access to a computer with internet, email & printing capabilities.

Food Service Management 1

This course reviews foodservice management principles including purchasing, standardized recipes, cost controls, budgeting, menu development, production sheets, etc.

#33960 $300 9/2-10/7 Online

Food Service Management 2

This course reviews food service management principles including: leadership, communications, emergency planning and personnel issues.

#33961 $300 10/14-11/18 Online
Dietary Manager Certification
The Dietary Manager Program prepares students to take the national exam offered by the Association of Nutrition and Foodservice Professionals to receive a Dietary Manager Certification. Our courses are recognized by the ANFP as meeting the hourly and content standards for the national exam.
Learn more at madisoncollege.edu/dietary-manager-certification

Health Care Interpreting

HEALTH CARE INTERPRETING

Health Care Interpreting: An Introduction to the Profession
Are you bilingual? Have you ever been curious about interpreting, particularly in the healthcare field? Join us for an overview of the profession of medical interpretation. You just might find a whole new career for your set of skills!
#34592 $40 5 9am–1pm 10/18 Madison College West

Health Care Interpreting: Ethics
Learning the Code of Ethics for Healthcare Interpreters is one of the fundamental steps for entering this profession. The principles and how to apply them as you work will have a huge impact on your success. In class emphasis will be placed on discussion of case studies and the development of critical thinking to make informed choices about the best course of action. Self-care techniques will be presented to help deal with the stresses of interpreting in the field of healthcare. No class pre-requisites.
#34593 $65 5 9am–12pm 11/8–11/15 Trux Health Building

Spanish Medical Terminology
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. See registration page for textbook information.
#34588 $199 5 5:45pm–7:15pm 9/18–11/20 Madison College West

Basic Training for Healthcare Interpreters
Individuals who do not hold a national certification or who are working toward completing their 40 hours of basic training will need language skills assessment and receive instructor approval prior to participation in Interpreting Skills 1 and 2. Visit madisoncollege.edu/health-care-interpreting to submit an assessment and instructor approval request online

Health Care Interpreting: Interpreting Skills 1
This course is designed to teach new interpreters how to interpret consecutively in a medical setting. Emphasis will be placed on learning consecutive technique, expanding medical vocabulary in both English and the target language, and learning how to manage the flow of conversation in the encounter. Participants will work extensively in small groups practicing with dialogues based on real-life medical encounters. Instructor approval required to take this course.
#34597 $249 5 3:30pm–9:30pm 9/25–10/30 Trux Health Building

Health Care Interpreting: Interpreting Skills 2
This course is designed to build on the skills new interpreters have acquired in Interpreting Skills 1. Emphasis will be placed on learning how to interpret consecutively in a medical setting, and clarify appropriately, acquiring more advanced medical vocabulary in both English and the target language, and learning how to manage the flow of conversation when difficulties arise in the encounter. Participants will work extensively in small groups practicing with dialogues based on real-life medical encounters. Instructor approval required to take this course.
#34598 $249 5 3:30pm–9:30pm 11/6–12/18 Trux Health Building

Additional Training for Healthcare Interpreters
Additional Training (CE) For Healthcare Interpreters. Visit madisoncollege.edu/health-care-interpreting to submit an instructor approval request.

Health Care Interpreting: Advanced Ethics
Advanced Ethics is designed for nationally certified healthcare interpreters who are interested in expanding their understanding of the NCIHC Code of Ethics and how to put it to use in their work environments. All participants will be encouraged to present interpreting scenarios based on their personal experiences for class discussion. It is our goal to help continue developing the critical thinking skills that all healthcare interpreters need to effectively deal with the complex situations that are common in the field. National certification required to take this course.
#34594 $35 7 5:30pm–8:30pm 10/28 Trux Health Building

Accessing Online Courses
First-time users should visit madisoncollege.edu, click “myMadisonCollege” and follow the instructions under “New Student? Set Up Access Now” to obtain a login and password. Return to the homepage and make sure you can access email and Blackboard. Your online course may not appear until after the actual start date of the class.

Contact the Student Help Desk at 608-243-4444 or toll-free at (866) 277-4445 for help with email or Blackboard problems.
Health Care Interpreting: Sight Translation
Sight translation is one of the most difficult skills to acquire as a Health Care Interpreter. Often interpreters are unsure of the guidelines and boundaries they should use when asked to relay written information in verbal form. This class will place emphasis on distinguishing vital from non-vital documents, how to appropriately handle inappropriate requests and skill building and technique for sight translation in the medical field. National certification or instructor approval required to take this course.

HEALTH CARE PROFESSIONAL DEVELOPMENT

Ki: Power of the Heart
Ki energy is at the core of Eastern Medicine; activating it unifies the heart and body, enhancing innate healing ability. Learn eight practices that release stress and pain and stimulate natural life energy. The techniques are done sitting, standing or lying, singly or in pairs, and can be learned to use on yourself or others. Students should wear comfortable clothing to move in (no jeans).

NEW! Ki: Encounter Your True Self
Discover your true self by deepening the Ki unification of your heart, body and spirit. Learn to empathize and care more for others in Heart of Communication of your heart, body and spirit. Learn to empathize with the person’s life, how to effectively communicate and provide comprehensive training on dementia, its impact on the Dementia Specialist Program provides professionals dealing with affected individuals, and how to appropriately handle inappropriate requests and skill building and technique for sight translation in the medical field. National certification or instructor approval required to take this course.

PC Computer Intro
This course provides an overview of the PC for true beginners. Students will become familiar with the keyboard, mouse, hardware terminology, and software programs. Learn to use desktop icons, menus and the Windows operating system. Students also learn how to create and manage files and storage media. See registration page for textbook information.

PC Computer Intermediate
This course is designed for persons who have a basic knowledge of computer hardware and software. The course covers a review of word processing concepts and intermediate word processing functions, a review of the Windows operating system and advanced functions, the Internet, database software, spreadsheets, graphics, and current computer issues. Input from the students helps direct the course emphasis within these areas. See registration page for textbook information.

Mac Computer Intro
Provides an overview of the computer for true beginners with an emphasis on the Mac OS. Students will become familiar with Mac basics and applications, using Mail and Safari, as well as an introduction to iLife (iPhoto, iMovie, iTunes, iWeb, iDVD, and GarageBand). See registration page for textbook information.

Mac Computer Intermediate
The course includes a review of Mac fundamentals, discussion of the productivity suites Office, iWork, and iLife, an overview of some advanced Apple applications, and current computer issues. Input from the students helps direct the course emphasis within these areas. See registration page for textbook information.

Keyboarding Intro
This course introduces and teaches computer keyboarding to beginning students. Students learn correct fingerings and techniques for touch typing. Activities to develop typing speed and accuracy are included.

MS Word Intro
Learn to use the Microsoft Word environment and the ribbon. Topics include letter formatting, copying, formatting, and moving text, changing margins, page orientation and paper size, controlling page breaks, correcting errors, and working with tables and forms. Some Office 2013 features will be discussed. Requires familiarity with Windows. See registration page for textbook information.

Windows 7/8 Intro
Students will become familiar with the Windows desktop, taskbar, menus, commands, and gadgets as well as learn about launching programs, resizing windows, and multitasking. This course also covers clipboard functions, using a ribbon interface in applications, and managing files and folders. Course will be conducted on Windows 7 computers but Windows 8 features will be explored via virtual desktop; students may bring a fully functional Windows 8 tablet or laptop if desired. See registration page for textbook information.

MS Word: Holiday Letters
Turn the busy holiday season into a less stressful season by creating a personalized holiday letter for your family and friends. It will be completed in class and ready to mail. In the same class, you will also learn how to create holiday return address labels for your envelopes.

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Indicates Badge Class
Windows: File Management
In this class students will learn how to organize and manage their computer files. Students will create, rename, delete, move, copy, and learn to find folders and files easily.

#34214 $30 M 6pm–9pm 10/6
Downtown Education Center

eBay Workshop
In this workshop you will explore eBay, the premier online marketplace. Learn the basics of how to browse, bid, and sell items at the site. NOTE: Students are NOT required to bid/buy or sell any item on eBay to successfully attend and complete the course. If students choose to bid/buy or sell, it will be the responsibility of the individual student for payment.

#34879 $26 T 9:30am–11:30am 9/9–9/16
Madison Senior Center
#34880 $26 F 12pm–4pm 10/24
Waunakee Senior Center

Facebook: Connect with Friends
In this class you will set up your free Facebook account, add information to your profile, choose your privacy settings, add photos, and start making connections online with your friends and family. Students should have basic PC skills.

#33297 $36 TR 9am–12pm 11/1
Middleton Senior Center
#34881 $36 W 9am–12pm 11/12–11/19
Waunakee Senior Center

COMPUTER SKILLS – PROFESSIONAL

MS Excel Intro
This introductory course in MS Excel spreadsheets covers working with tables and ribbons, entering, editing, and formatting numbers, text, dates and formulas for calculations, working with themes, formatting worksheets, and creating and modifying charts. Some Office 2013 features will be discussed. Requires familiarity with Windows. See registration page for textbook information.

#35076 $149 W 1pm–4pm 9/10–10/8
Sun Prairie Colonial Club
#34204 $149 T 6pm–9pm 9/23–10/21
Truax Foundation Centre
#34205 $149 R 6pm–9pm 10/2–10/30
Downtown Education Center
#34206 $149 W 6pm–9pm 11/12–11/17
Truax Foundation Centre

MS Excel Intermediate
This course covers tools for working with large worksheets, multiple sheets, linking cells and formulas, naming cells and ranges, hyperlinks, working with tables, sorting and filtering, outlines, graphics, templates, and protecting worksheets. Requires familiarity with Windows and prior experience using MS Excel software. See registration page for textbook information.

#34207 $149 T 6pm–9pm 10/28–11/25
Truax Foundation Centre

MS Excel Basic Formulas & Functions
This workshop will cover basic Excel formulas and functions. Students will learn to write formulas to perform arithmetic calculations with cell references and some of the commonly used Excel functions. Students in this course should have some prior experience with Excel, such as having completed the Excel Intro course.

#34208 $30 T 6pm–9pm 11/25
Madison College West

MS Excel Pivot Tables & Charts
The pivot table is one of the most useful spreadsheet tools for analyzing and summarizing data. This course will explore the visualization possibilities of Excel charts, pivot tables and pivot charts. Students in this course should have some prior experience with Excel, such as having completed the Excel Intro course.

#34209 $30 T 6pm–9pm 9/23
Downtown Education Center

MS Excel: Sorting & Filtering
In this workshop, students will use the sorting and filtering options in MS Excel to rearrange and reorganize data ranges to meet the desired criteria. The course will cover the use of sorting criteria such as wildcards and sort order to organize data as well as filtering to allow you to hide data without rearranging or moving it. Students in this course should have some prior experience with Excel, such as having completed the Excel Intro course.

#34211 $30 T 6pm–9pm 9/30
Downtown Education Center

MS Excel VBA Programming
Harnessing the power of VBA in MS Office can make you the MVP at your company! In this course, students will learn how to use macros to automate routine tasks and create custom functions in MS Excel, beginning from simple examples and working up to Visual Basic programming using dialog boxes and control structures. Students are expected to have prior experience with Excel. No prior programming experience required. See registration page for textbook information.

#34210 $149 M 6pm–9pm 11/17–12/15
Madison College West

Phones, iPads, and Mobile Apps
Increase productivity by using your iPad or iPhone to organize information, take and edit photographs and videos, compose messages, as well as play games and watch movies. Other topics covered include information on purchasing, accessing and using the iTunes Store to get Apps and media (music, movies, books, etc), and tips and tricks for getting the most out of your iPad or iPhone. Bring your fully charged iPhone or iPad if you have one. Some equipment will be available.

#34877 $55 F 9am–11:30am 9/12–9/19
Monona Senior Center
#34199 $55 W 10am–12:30pm 10/8–10/15
Truax Foundation Centre
#34200 $55 R 6pm–8:30pm 11/13–11/20
Madison College West

Intermediate computer skills:
In classes that require intermediate computer skills, students should already have skills at typing and using the mouse, launching and switching applications, moving and resizing windows, using menus and copy/paste, and navigating folders to open or save files.

Google Docs
Learn how to use this free online word processor that lets you create and format text documents and collaborate with others in real time. Topics include how to upload and convert a Word document to a Google document, adding creative formatting to the document, inviting others to collaborate on documents, and viewing a document’s revision history. Students should have some prior experience with a word processor such as MS Word.

#34581 $59 W 6pm–9pm 12/3–12/10
Truax Foundation Centre

Prezi Intro
Prezi is a cloud-based software and storytelling tool for presenting ideas on a virtual canvas. This 3D software tool allows presenters to zoom in to show an overview of a Prezi, zoom in to examine detail, or simply move freely through the Prezi and react to an audience’s input. In this class, students will reinvent the art of presentation by creating Prezis, navigating the canvas, and exploring new ways to engage an audience. The visualization of information has never been quite so powerful! Requires intermediate computer skills.

#34579 $149 M 6pm–9pm 9/29–10/27
Madison College West

MS PowerPoint Intro
This course introduces the PowerPoint 2010 program and ribbon navigation. Learn how to create basic presentations and slide shows, work with slides, create outlines, format and rearrange slides, select different printing options, use clipart, graphics and shapes, choose slide transitions and animations, insert sound effects, create charts and diagrams. Some Office 2013 features will also be discussed. Requires familiarity with Windows. See registration page for textbook information.

#34217 $149 W 6pm–9pm 10/10–10/28
Truax Foundation Centre

MS Access Intro
This course discusses Access database concepts and covers creating tables, using forms and reports, editing and formatting tables, setting field properties, retrieving data, and creating queries. Some Office 2013 features will be discussed. Requires familiarity with Windows. See registration page for textbook information.

#34215 $149 R 6pm–9pm 10/16–11/13
Truax Foundation Centre
**MS Access: Basic Queries**

This workshop will cover design of multi-table queries, as well as setting query criteria, sorting, and using calculations and functions in queries. Students should have some prior experience with MS Access, such as having completed MS Access Intro. See registration page for textbook information.

#34216 $30 R 6pm–9pm 11/6 Madison College West

**Adobe Illustrator CS6 Intro**

Learn to create vector images with Adobe Illustrator. In this course, students will become familiar with the workspace, create backgrounds, work with objects, text, fills and strokes, styles, tools, shapes, and more. Intermediate-level computer skills are required. See registration page for textbook information.

#34291 $149 M 6pm–9pm 11/10–12/8 Ruax Foundation Centre

**Adobe InDesign CS6 Intro**

Create professional looking flyers, posters and more with this powerful program. Students will learn about the principles of design and how to apply them to their work. Topics include how to set up a document, save files, create master pages, use rules, work with color, import images, work with text and create text in columns. Intermediate-level computer skills required. See registration page for textbook information.

#34225 $149 R 6pm–9pm 9/4–10/2 Madison College West

#34226 $149 W 6pm–9pm 10/8–11/5 Downtown Education Center

**Adobe Digital Documents**

NEW! Adobe Digital Documents

Learn how to use your existing InDesign skills along with the Adobe Content Viewer and DPS to create digital documents to publish to devices such as iPads. Course will cover content collector, liquid layouts and rules, alternate layouts, linked content, flexible text frames, as well as digital document features such as buttons and forms, multi-state objects, hyperlinks, animation, audio, and movies. Learn about creating interactive PDfs and exporting PDF and SWF files. Students are expected to have a working knowledge of InDesign.

#35437 $149 W 6pm–9pm 11/12–12/17 Downtown Education Center

**Python Programming Intro**

Knowledge of Python can make you a rock star at work and the go-to person whenever a challenging problem arrives. In this course, students will learn how to use the simple but powerful Python programming language to solve everyday problems through the creation of computer programs that automate tedious and sometimes complex tasks. Students are expected to have intermediate-level general computer skills. No prior programming experience is required.

#34584 $149 T 6pm–9pm 10/7–11/4 Downtown Education Center

Some web design and graphic design courses may be held in PC labs or Mac labs. Please call for more information.

**Typography**

Typography, the art and technique of arranging type to express and inform, is an important part of graphic design. From t-shirts to posters, typography has also become a hot trend. Students will improve their typography skills through font selection, creating designs that are legible and readable and making type expressive. Students will be able to bring in their own projects for feedback. Intermediate-level computer skills and some experience with Adobe Illustrator and InDesign required. See registration page for textbook information.

#34575 $149 M 6pm–9pm 9/20–10/27 Madison College West

**Adobe Photoshop CS6 Intro**

Learn advanced photography manipulation techniques in Photoshop CS6. Topics include learning how to adjust color, add and use layers, apply filters for different effects, dodging and burning, using gradients and cutting out sections of a picture. Intermediate-level computer skills required. See registration page for textbook information.

#34263 $149 R 6pm–9pm 10/9–11/6 Downtown Education Center

#34264 $149 M 6pm–9pm 10/13–11/10 Ruax Foundation Centre

#34265 $149 M 6pm–9pm 11/3–12/1 Madison College West

**NEW! 3D Modeling for 3D Printing**

This class will teach you 3D modeling in Blender and how to prepare models for 3D printing through Shapeways, a consumer printing service. You will learn the basics of geometric modeling, topology, and 3D sculpting. No investment in expensive software or previous 3D experience is needed to start printing your own ideas. From jewelry and art to gadgetry and figure models, this class will teach what you need, and by the end of this course, you will be able to print basic designs in any of the materials available at Shapeways.

#35244 $149 M 6pm–9pm 9/8–10/6 Ruax Foundation Centre

**SketchUp**

Learn how to easily create three-dimensional models of your designs with this amazing free software. SketchUp is intuitive, has an easy-to-use interface, and is the perfect tool for both beginners and intermediate designers. Topics covered include drawing to modeling, layers, measurements and dimensions, groups, the point bucket, shadows, scenes, Google Earth and the 3D Warehouse. Students should have basic computer skills.

#33974 $149 R 6pm–9pm 9/4–10/2 Madison College West

**AutoCAD Intro**

In this class we will discuss and demonstrate the process of Computer Aided Design using the industry-standard Autodesk AutoCAD. Students will learn how to customize the software to suit their needs and design methods while incorporating AutoCAD into their design process using graphic standards. This course will cover document setup, 2-dimensional drawing, modifications, dimensioning, and document layout for printing. Students will be prepared to learn 3-dimensional model building at the completion of this course. Students are expected to be familiar with Microsoft Windows.

#34392 $179 W 6pm–9pm 9/3–10/8 Madison College West

#34394 $179 R 6pm–9pm 10/23–12/4 Downtown Education Center

**AutoCAD Intermediate**

In this class students will build on their knowledge of AutoCAD, while discussing and demonstrating the process of creating three-dimensional models. Students will learn how to customize the software to suit their needs and design methods while incorporating AutoCAD into their design process using graphic standards. This intermediate course will cover converting 2D information to 3D, primitives, solids, surfaces, editing and manipulation. Students will be prepared to learn advance topics, such as rendering, materials, and lighting at the end of this course. Students are expected to have a basic understanding of AutoCAD.

#33973 $179 W 6pm–9pm 10/15–11/9 Madison College West

**Autodesk Revit Architecture**

This course will expand on the concept of Computer Aided Design by exploring Autodesk Revit Architecture. Revit is Building Information Modeling (BIM) software that helps you effectively capture and visualize your design concepts and maintain your vision through the design process creating accurate and reliable results. The information-rich 3D models are highly effective throughout the process from design to documentation, and finally construction.

#33958 $179 M 6pm–9pm 11/10–12/15 Downtown Education Center

**WEB DESIGN AND CONTENT MANAGEMENT**

Google Analytics

Use this powerful free digital analytics solution to learn about your customers/site visitors. Topics include how to track multiple websites, blogs, etc. with customized report views, explore who your visitors are and how they find your site, what pages visitors spend the most time on, and how people leave your site. Students should already have a web presence, large or small, to utilize this app.

#34580 $149 R 6pm–9am 11/20–12/18 Ruax Foundation Centre

**Adobe Dreamweaver CS6 Intro**

Learn the basics of creating your own web pages with Adobe Dreamweaver. Upon finishing this course students should be able to design a simple web site. Topics include basic HTML coding, selecting a page layout, saving pages, inserting text, links, and pictures, choosing text fonts, color and size, changing headings and previewing pages. Intermediate-level computer skills required. Previous knowledge of HTML is encouraged but not required. See registration page for textbook information.

#34218 $149 T 6pm–9am 9/2–9/30 Madison College West

#34219 $149 M 6pm–9am 11/10–12/8 Downtown Education Center

Fees listed are estimates based on information available at time of printing and may be subject to change.

Indicates Badge Class
Web Design Intro
This course introduces the fundamentals of web development. It is intended to instill a basic understanding of servers and hosting, file structures and page fetching. HTML, the use of style sheets, web graphic design and content management, and will set a foundation for further study. This is the first recommended course to complete the non-credit basic web design certificate; however, students do not need to be pursuing the certificate to take this course. Students should have intermediate-level computer skills.
#10928 $79 M 6pm–9pm 8/11–8/25
Truax Foundation Centre
#34230 $89 T 6pm–9pm 9/2–9/16
Downtown Education Center
#34231 $89 M 6pm–9pm 11/24–12/8
Madison College West
#34232 $89 T 6pm–9pm 12/2–12/16
Truax Foundation Centre

HTML and CSS Basics for Web
In this course students will be introduced to HTML and CSS for the purpose of building their own web pages. Students will begin with basic principles of using HTML to display and format text and move on to adding images and links, making tables and frames, and creating forms. Students will learn about style sheets (CSS) and how to use them to format text and control page layout. After incorporating JavaScript and multimedia effects, students will learn how to publish pages to the web. Intermediate-level computer skills are recommended. See registration page for textbook information.
#34227 $149 W 6pm–9pm 9/3–10/1
Madison College West
#34228 $149 M 6pm–9pm 9/8–10/6
Truax Foundation Centre
#34229 $149 T 6pm–9pm 9/23–10/21
Downtown Education Center

Wordpress Intro
The class will introduce students to the Wordpress content management system capabilities and techniques by exploring the features and benefits of both WordPress.com and Wordpress.org. Wordpress.com provides free blogs/websites. Wordpress.org provides software to self-host blogs/websites. Students will create a personal or business blog using visual step-by-step instructions for creating and setting up a blog from Wordpress.com. The class will explore how to create engaging written and visual content and students will gain an understanding of how to manage their blog by exploring all the tools offered by the Wordpress content management system. Students will apply advanced procedures for self-hosted bloggers, including buying a domain, getting a web host and installing Wordpress.org. The class will investigate the benefits of self-hosting by customizing sites through use of plug-ins, themes and custom site editing. Students should have intermediate computer skills. See registration page for textbook information. Students are expected to provide or purchase inexpensive web hosting to fully participate in this class.
#35089 $149 R 6pm–9pm 9/4–10/2
Downtown Education Center
#34234 $149 T 6pm–9pm 10/7–11/4
Madison College West

NEW! Wordpress Intermediate
In this continuation of the intro class, students will explore more customization options for their self-hosted Wordpress site to enhance appearance and increase traffic. Topics will include “child” themes, basic CSS and PHP to modify themes, additional page templates, featured images, managing multiple contributors, making backups, maintaining both a blog and fixed content, as well as additional content such as custom fields, video, image galleries, and calendars. The class will also discuss analytics and search optimization. Students should have a functioning Wordpress site with content and have experience navigating the Wordpress dashboard and the host’s control panel. See registration page for textbook information. Students are expected to provide or purchase inexpensive web hosting to fully participate in this class.
#35090 $149 T 6pm–9pm 11/11–12/9
Madison College West

Create a Website with Drupal
In this course, students will learn how to install the Drupal CMS on an internet host, use FTP applications to upload images and documents onto their servers, and build a basic multi-page website. Topics will include logo installation, menu construction, basic HTML coding, website back-up, site organization, and search engine optimization. Students should have intermediate-level computer skills; previous web design experience is not required. See registration page for textbook information. Students are expected to provide web hosting or purchase it from an inexpensive recommended provider.
#34535 $149 R 6pm–9pm 9/25–10/23
Madison College West

Enhance your skills with a Basic Web Certificate
Complete the nondegree Basic Web Certificate to give you the skills to create basic web sites and maintain CMS content. You will automatically earn the Certificate if you complete these required noncredit courses with satisfactory grades within 3 years.
The courses include:
• Web Design Intro
• HTML and CSS Basics for Web
• Adobe Photoshop CS6 Intro
• Adobe Dreamweaver CS6 Intro
• One Drupal, Joomla, or Wordpress CMS course
• Web Site Project Development

NEW! Wordpress Intermediate
In this continuation of the intro class, students will explore more customization options for their self-hosted Wordpress site to enhance appearance and increase traffic. Topics will include “child” themes, basic CSS and PHP to modify themes, additional page templates, featured images, managing multiple contributors, making backups, maintaining both a blog and fixed content, as well as additional content such as custom fields, video, image galleries, and calendars. The class will also discuss analytics and search optimization. Students should have a functioning Wordpress site with content and have experience navigating the Wordpress dashboard and the host’s control panel. See registration page for textbook information. Students are expected to provide or purchase inexpensive web hosting to fully participate in this class.
#35090 $149 T 6pm–9pm 11/11–12/9
Madison College West

Creating Your Own Website with Joomla
Joomla! is an open-source, web-based content management system (CMS) used by millions of people worldwide to build and manage their personal or business websites. Because Joomla! is free software and requires little knowledge of HTML/CSS code for basic operation, it’s a popular choice for individuals, students, and small businesses who want to create or update their web presence. In this course, students will learn how to install Joomla! on an internet host, use FTP applications to upload images and documents onto their servers, and build a basic multi-page website. Topics will include logo installation, menu construction, basic HTML coding, website back-up, site organization, and search engine optimization. Students should have intermediate-level computer skills; previous web design experience is not required. See registration page for textbook information. Students are expected to provide web hosting or purchase it from an inexpensive recommended provider.
#34296 $149 M 6pm–9pm 11/17–12/15
Truax Foundation Centre

Intro to Programming with Java
This course is an introduction to Java programming language for people who have no prior programming experience. Course topics will include variables, data types, arithmetic operations and precedence, string operations, logical operations, loops, comments, operator input and more. Students will learn how to install the JDK on Windows and will design simple programs. Students are expected to have intermediate-level general computer skills. See registration page for textbook information.
#34293 $149 T 6:30pm–9:30pm 9/2–9/30
Downtown Education Center

Search Engine Optimization (SEO)
This course explains what search engine optimization (SEO) is and how you can use it to increase site traffic and ultimately your sales. You will learn how to measure your progress and success while planning a long-term SEO strategy. With the dynamic and rapid changes in this field, it is imperative to understand and implement the latest methods. Topics include understanding search engine indexing, improving keywords and code structures for indexing, differences between sponsored links and organic linking, and working with multiple inbound links such as blogs, partnerships and reciprocal links. You’ll also learn how to measure the effectiveness of your SEO and compare the cost-per-lead of SEO with other direct marketing approaches. Some prior experience with HTML is recommended. See registration page for textbook information.
#34294 $149 T 6pm–9pm 11/11–12/9
Truax Foundation Centre

Website Project Development
Satisfying web clients takes more than knowing how to use Dreamweaver, to code HTML and to edit a JPEG. Whether you’re building a website for an employer, a small business or oneself, you need to know how to use basic skills to complete the project. In this capstone course of the Nondegree Basic Web Certificate series, learn how to plan and produce a website to satisfy client needs and expectations. Key skills covered: site planning, file structure, navigation,
look and feel, and interpreting client needs. Students are expected to have a basic knowledge of web design, HTML, Dreamweaver, and Photoshop.

Adobe Photoshop CS6 or Photoshop Elements?

Adobe Photoshop Elements is an Adobe product intended to meet the photo-editing needs of most home users, and Photoshop CS6 is software for professional photographic editing. We recommend that you take the class for the software that you intend to use. For more information, visit adobe.com. See page 7 for classes using CS6.

Point & Shoot

Digital Camera Basics

This is a basic course for those interested in using point-and-shoot (not SLR) digital cameras. Topics include the basics of digital camera photography, explanation of typical camera controls, creative modes, picture quality and how to review and retrieve photos from the camera. Students should bring their fully-charged digital camera, manual, charger/batteries, and memory cards to class.

Photo Restoration Workshop

Whether you have irreplaceable vintage tin-types or fading Polaroids, it’s time to scan them for preservation, repair and sharing! Students will bring in their photos, 35mm negatives and/or photo files; scan their photos to their flash drives; work on the scanned images to enlarge, correct fading, mend tears or remove other unwanted artifacts; and save the corrected files to take home or order prints. Basic computer skills are recommended.

Digital Cameras: Macro and Close-up Photography

This workshop will increase your ability to create beautiful images of small objects and close-ups in nature. The focus will be on the effective use of camera controls and accessories to “move in close” on small objects. Students should bring their full-charged digital camera, manual, charger/batteries and memory cards to class.

Digital Photography Advanced

This class is designed for persons using digital SLRs or other advanced digital cameras that can shoot in manual mode. Techniques to be covered include: exploring white balance options, advanced exposure techniques, using camera flash creatively, shooting in the RAW mode, choosing lenses for various shooting situations and other topics as they may come up as a result of the photo assignments. Students should bring a fully-charged digital camera that can shoot in manual mode, manual, charger/batteries and memory cards to class.

Working with Digital Photos

Use readily available software applications to retrieve, edit, organize and improve digital photos that you have taken. Topics will include cropping and sizing, correcting color and contrast, red eye removal, preparing photos for printing and emailing, using web based photo sites, techniques for storing digital photo files and organizing photos into folders. Students are welcome to bring their own photos on camera media, CDs, thumb drives or other USB-compatible equipment. Also see courses in Photoshop Elements, Photoshop, Lightroom or Aperture for more advanced editing.

Product Photography for Marketing

Learn studio lighting techniques for photographing products for in-house corporate marketing purposes. The course includes an introduction to the qualities of light; brief introduction to photographic principles affecting product photography; as well as instruction for lighting special types of materials and surfaces; solving common lighting challenges; selection of backgrounds and lighting styles for catalog and web use; using a DSLR with portable or studio strobes; using light modifiers; and editing product photographs to prepare them for print or web marketing materials. It is recommended (but not required) to bring a recent-model DSLR camera for some hands-on portions of the course. All course materials are provided.

Fees listed are estimates based on information available at time of printing and may be subject to change.
Adobe Photoshop Elements Intermediate

This course will discuss and demonstrate additional options of Adobe photo editing software beyond those covered in the introductory or basic course. The course will begin with a review of many of the topics covered in the introductory class. Other topics include filters, selection techniques, layer management and transformation, drawing shapes, type (text) options, and image cropping and sizing. This class is not intended to demonstrate proper photo taking techniques. It is primarily designed for working with photos after they have been taken. Adobe Photoshop Elements Intro or some prior experience with photo editing is recommended. See registration page for textbook information.

#34272 $149 W 6pm–9pm 11/5–12/10 Madison College West

Adobe Lightroom

In this course students will become familiar with using the Adobe Lightroom interface to import, view and organize photos. Students will use the Develop module to edit photos for white balance, exposure, tonal adjustments, saturation, color and to apply various filters. Students also will learn how to create web galleries and slideshows. Color printing is not available in class. Intermediate-level computer skills recommended. See registration page for textbook information.

#34290 $149 M 6pm–9pm 10/20–11/17 Downtown Education Center

Photo Manipulation w/ Photoshop

In this hands-on course, students will use Photoshop CS6 to create digital artwork from photographs that are provided and/or photographs of their own. Techniques will include extraction, blending, layer masks, adjustment layers and many other Photoshop tools to glamorize portraits, change mood, add drama or create exotic art. Students are expected to have prior experience with Photoshop, such as having completed Adobe Photoshop Intro. Students are recommended to bring a removable USB storage device. See registration page for textbook information.

#34570 $99 R 6pm–9pm 9/9–11/13 Madison College West

Intro to Sound Production

This is an introductory course in digital sound production including basic recording, looping and mixing techniques. Additionally, students will be introduced to remote recording equipment and on-location best practices to achieve quality audio capture. We will use Apple’s GarageBand program (free with iLife). Familiarity with Macintosh recommended. Students will supply their own cameras, storage and recording media.

#34401 $89 W 6pm–9pm 9/3–10/1 Downtown Education Center

Intro to Video Editing (PC)

In this course we will cover a general introduction to the basic techniques of digital video production. Topics include creating, editing, and exporting digital video for various deliverables such as web sites, DVD and web-based video sites such as YouTube. The goal is to learn how to better communicate with video in the Digital Age. We will use Adobe Premiere Elements software on PC Windows-based computers. Intermediate-level computer skills recommended.

#34305 $149 M 6pm–9pm 10/13–11/10 Madison College West

Intro to Videography (Mac)

Learn how to capture great video and sound while effectively telling a story or recording an event. The course will cover operation of various video cameras, camera types and media, sound and lighting equipment, and storyboarding, all in a workshop environment. Students will supply their own cameras, storage and recording media.

#34398 $89 R 6pm–9pm 9/4–10/2 Downtown Education Center

Intro to Digital Video Editing (Mac)

This course is a general introduction to the basic techniques of digital video production. This includes creating, editing and exporting digital video for various formats, including web sites, web based video sites (ie YouTube), and social media. We will use Apple iMovie software. Intermediate-level computer skills recommended.

#34304 $149 W 6pm–9pm 10/1–10/29 Truax Foundation Centre

Digital Animation for Videography (Mac)

This course is general introduction to basic techniques of digital animation, compositing, titling, and post-production effects as they relate to videography. This includes creating title sequences, basic green screen techniques, animating typography and graphic elements and combining the results with existing video footage. Students supply their own cameras, storage and recording media.

#34306 $180 W 6pm–9pm 11/6–12/17 Truax Foundation Centre

Stop Motion Animation

In an open workshop environment that encourages experimentation with new materials, this 3-week course will focus on creating different forms of stop motion animation. Using digital cameras and stop motion software, students will create short frame-by-frame animation sequences using sand, cut out paper and clay. Students are expected to have some basic computer skills. Students must supply their own digital camera. Tripods and other materials will be supplied.

#34574 $89 R 6pm–9pm 11/3–12/18 Downtown Education Center

Movie Maker Bootcamp

Students in grades 7 though 10 — are you interested in making your own movies? Are you a natural storyteller? In one week, you’ll learn about storyboarding, video and audio equipment, shooting, editing and adding special effects. This hands-on learn approach to making a movie will reflect what they do in Hollywood and the film industry today. All equipment and software is provided during the week of class. This class is for students entering 7th-10th grade in the fall.

#11572 $249 MTWRF 12pm–4pm 8/11–8/15 Truax Campus

FINANCIAL PLANNING

Do Your Own Will

This course covers basic estate planning, taxes, marital property, creating a children’s trust, funeral planning, and how to buy life insurance. Participants receive instruction on how to write their own wills using the Wisconsin Basic Will. No legal advice or counseling is given.

#34971 $36 R 1pm–4pm 11/6–11/13 Waukesha Senior Center

#34266 $36 M 6pm–9pm 11/17–11/24 Madison College West

#34972 $36 F 9am–12pm 12/5–12/12 Monona Senior Center

WRITING AND PUBLISHING

NEW! Resume and Cover Letter Writing

This course will explore techniques for writing effective cover letters and resumes. Learn about functional and reverse chronological resumes. Discover key items employers look for when reading cover letters and resumes. Please bring a list of former employers and dates of employment with you to this class.

#34582 $39 R 6pm–8pm 10/30–11/6 Madison College West

NEW! Basic Writing Refresher Course

Through hands-on, practical exercises this course will explore essential grammar and usage rules. Learn about sentence structure, punctuation and writing techniques. Confusing grammar issues will also be examined. Learn to increase specificity (and avoid vagueness) to increase reader comprehension. This course is ideal for anyone who needs a “brush-up” for work, school or test preparation.

#34599 $89 R 6pm–8pm 11/13–11/11 Madison College West

Creative Writing All Levels

Explore the possibilities of writing for fun and publication. Practice specific writing skills that enhance descriptive language usage, story telling, and exposition. Classroom activities include discussion of styles, grammar usage and imagery, as well as the art of writing for fun. This is an individualized course designed to meet the needs of the beginning or advanced writer. Weekly assignments for critique expected.

#34478 $89 T 6:30pm–8:30pm 9/2–10/21 Downtown Education Center

#35077 $89 M 1pm–3pm 9/8–10/27 Sun Prairie Colonial Club

#34479 $89 T 6pm–8pm 10/21–12/9 Madison College West

#34604 $89 F 1pm–3pm 10/24–12/19 Truax Foundation Centre
Creative Writing:
Film & Screenwriting
This course focuses on understanding the medium of film regarding mise-en-scène, character dialogue, and the story arc. Significant emphasis is placed on character development, film treatments, the use of conflict, multiple storylines, and high concept vs. low concept storytelling and "the pitch.
#34481 $89 R 6pm–8pm 10/23–12/18
Madison College West

Poetry Writing for Everyone
Poetry is for everyone! Whether you’ve been writing poems for a while or are new to the art, this class is for you! In a supportive environment, we’ll explore poetry in many of its forms—from the traditional to the surprising—with lots of hands-on activities, in-class writing opportunities, and vibrant discussions. Writing poetry can help writers of all genres become more creative, concise and in touch with language. So, dust off your notebook and join in the fun and adventure of writing poetry.
#34480 $68 T 6:30pm–8:30pm 10/28–12/12
Downtown Education Center

Picture Books For Children
Do you have an idea for a children’s book that you would like to develop? Through lectures, slideshows, and demonstrations students will learn how a book is produced from start to finish. We will look at the history of children’s literature and discuss strategies and approaches used in making narrative, conceptual and wordless books. We will examine traditional and digital techniques and discuss how technology is changing the children’s book market. During studio time students will take their stories or concepts from thumbnails to dummy book form and produce two finished illustrations in their choice of medium. Students provide their own supplies.
#35250 $120 R 6pm–9pm 9/4–10/16
Downtown Education Center

Publishing a Novel
Are you thinking about writing a book? Have you written a book that you want to publish? In this course, students will learn how to format a manuscript to meet specifications for publishing a book in print or as an ebook, and in particular, how to format interior and exterior files using Microsoft Word. Students will learn some marketing tips while exploring the pros and cons of self-publishing a book and learn how to avoid some of the pitfalls of the publishing world.
#34236 $99 W 6pm–8pm 10/8–11/5
Downtown Education Center

ANIMATION AND CARTOONING
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.
#34610 $89 M 6pm–9pm 11/10–12/8
Downtown Education Center

Comic Book and Graphic Novel Art
Do you have a passion for comic books and comic art? Would you like to learn the steps the pros use to create a page of comic book art? This course will guide students through the process of developing artwork for comic books and graphic novels. Through lectures, slideshows and demonstrations, we will examine both traditional and modern methods and workflow for creating professional comic art. During lab time, students will work at their own pace to complete 1-3 pages of comic book continuity by the end of the course. Students provide their own supplies.
#34302 $199 T 6pm–9pm 10/14–12/2
Downtown Education Center

Comic Book Penciling
So, you’ve always wanted to be a comic book artist! Here’s your chance to learn from a professional comic book artist, Jeff Butler. Aspiring cartoonists will work through the vital aspects of successful comic book penciling. Working from partial written scripts, students will learn to visually break down and pace story elements. Areas of emphasis will include page design, visual “direction”, dramatic lighting and shadows and creating convincing environments. Students must provide their own supplies.
#35121 $199 R 6pm–9pm 9/4–10/23
Madison College West

Sci-Fi and Fantasy Art
Visions of distant and future worlds have always captured the imagination, and this is your chance to create your own piece of digital sci-fi art. This course is for budding artists who want to create their own extreme sci-fi art, whether it is for illustration, graphic novels or fine art. Core elements are explored through classroom demonstrations, focusing on creating ambiance and emotional response in your chosen environment. Students are recommended to have some experience with the Adobe Photoshop program. Color printing will not be available; students should bring a flash drive.
#34615 $99 M 6pm-9pm 9/29–11/3
Downtown Education Center

Digital Painting with Adobe Software
Prepare to look at digital art in a whole new light. This class is an beginner level exploration of the tools, theory, techniques and tricks of working with Adobe Photoshop and Illustrator. You will learn techniques for producing digital paintings and conceptual art by applying traditional art skills in a virtual environment. Be prepared to immerse yourself in practical assignments that will build your digital painting skills from the ground up. Familiarity with Adobe Photoshop or Illustrator is recommended but not required. Class is taught in a computer lab.
#34614 $99 T 6pm–9pm 10/30–12/4
Truax Foundation Centre

Toonboom Intro
From traditional paper animation to stop-motion, bone manipulation, and even cutout style, Toon Boom Studio is a solution to your animation needs, and this class will teach you what you need to start creating right away. Draw, import, or even scan material to become part of your animation and learn how it all works together to create a high quality finished product. If you are interested in learning fundamentals of 2D animation with an intuitive interface, this class is for you.
#35229 $149 R 6pm–9pm 10/30–12/4
Truax Foundation Centre

Autodesk 3D Studio Max Intro
Learn the fundamentals of working with 3DS Max in this introductory course. This class will provide an overview of the many aspects of working in 3DS Max, ranging from modeling to animation. Through lectures, examples and in-class projects you’ll gain a solid understanding of working in 3D. Whether you wish to use your new skills at work or just for fun, this class is the perfect place to start. Students should bring their own flash drive.
#34307 $179 M 6pm–9pm 9/22–10/27
Downtown Education Center

Art
NEW! Beaded Bracelets for the Beginner
In this make-it-take-it class, you will learn to make simple bracelets that will look store bought. We will introduce you to the tools for designing bracelets, and cover beading and clamping techniques, balance and form. All materials will be provided, including beads and tools for creating up to three bracelets per participant, but you are welcome to bring your own beads if you prefer.
#35213 $20 M 6pm–8pm 9/8
Madison College West

Basic Color Theory for Artists and Designers
This beginner’s course on color uses Adobe software to expose you to the theories and application of color as it relates to both print and screen. Strengthen your use of color by understanding how colors interact and which conditions create harmony and disharmony. This course for designers and artists includes topics such as: hue/value/saturation, the color wheel, traits of color, color palette strategies, color mixing, CMYK vs RGB, simultaneous contrast, and social/cultural/psychological effects of color.
#34616 $89 T 6pm–9pm 11/11–12/9
Downtown Education Center

Calligraphy/Mixed Media
Learn the basics of calligraphy, which involves different alphabet styles, with individualized instruction. Create projects using watercolor and various media combined with calligraphy. Students provide their own supplies.
#33326 $68 M 6pm–8pm 9/29–11/3
Downtown Education Center

Fees listed are estimates based on information available at time of printing and may be subject to change.
Ceramics
The instructor will direct classes in the art of ceramics for gift giving and home decoration. New techniques and glazes will be presented for beginning as well as advanced painters. Students will work on pre-formed greenware at their own pace with instruction. Students provide their own supplies.
#35078 $152 T 9am–11am 9/2–12/9
Sun Prairie Colonial Club
#35079 $152 R 9am–11am 9/4–12/11
Sun Prairie Colonial Club

Ceramics 1: Sculpture & Hand-Building
This course is an introduction to clay through the use of hand-building techniques such as pinch pots, coil and slab pots. A wide variety of decorating and glazing techniques also will be introduced. Individual pieces will be encouraged after basic skills are mastered. Students provide their own supplies.
#33415 $252 T 1pm–4pm 9/2–12/2
Downtown Education Center

Ceramics 2: Wheel Throwing
This class is for both beginning and continuing wheel throwers. Topics covered include forming techniques as well as decorating and glazing. Students provide their own supplies.
#33416 $252 W 6:30pm–9:30pm 9/3–12/10
Downtown Education Center
#33417 $252 R 1pm–4pm 9/4–12/11
Downtown Education Center
#33418 $252 M 6:30pm–9:30pm 9/8–12/8
Downtown Education Center

Drawing Fundamentals
Explore the principles of drawing. All levels of aptitude are encouraged as the instructor will be working one-on-one with individuals. Students are encouraged to work independently and participate in group discussions and critiques. The primary objective is for individuals to learn to see as artists do. Confidence will be created in producing drawings. Students provide their own supplies. Attendance of first class meeting is required.
#34653 $108 W 6pm–9pm 9/3–10/8
Madison College West
#34664 $108 W 6:30pm–9:30pm 10/22–12/3
Downtown Education Center

Figure Drawing
This is a basic course introducing the study of the human figure, including proportions, construction, balance and relationships. Different drawing media are used for reasons of expression, detail, articulation, dramatic effect and reproducibility. For the advanced student, the course involves composing the figure in successful finished drawings with greater technical development. Students provide their own supplies. Students must be 18 or older. Attendance of first class meeting is required.
#34565 $242 T 6:30pm–9:30pm 9/2–12/2
Downtown Education Center

Floral Design
Students learn the basic principles and mechanics of floral design using fresh flowers and will create and take home flower arrangements each night. This class is for beginners as well as advanced students.
#33260 $51 W 4pm–8pm 9/3–9/10
Downtown Education Center
#33261 $51 R 6pm–8pm 11/13–11/20
Madison College West

Face Painting Art Fundamentals
Add a “wow” factor to your birthday parties and other events by learning face painting. Students will obtain hands-on experience and learn to create 3D-patterns while learning about the tools needed for face painting. Supplies are provided.
#34637 $41 T 5pm–8pm 11/4–11/11
Downtown Education Center

Face Painting Art Intermediate
This course is intended for students with some basic knowledge of face painting and experience working with paints & brushes. Students will get hands-on experience in shading techniques, one-stroke effects, techniques for painting cheeks, embellishing facial art and learning about the tricks of the trade. Prior completion of Face Painting Art Fundamentals is recommended. Supplies are provided.
#11136 $41 R 6pm–8pm 8/14–8/21
Madison College West
#34638 $41 T 6pm–8pm 11/18–11/25
Downtown Education Center

NEW! Face Painting Art Advanced
This course is aimed for students with a good understanding of brush art and prior experience with participants with no prior experience. Students will learn about the history, origin of henna, creating henna applicators and obtain hands-on practice with 40 complete patterns. Supplies are provided.
#34639 $41 T 5pm–8pm 12/2–12/9
Downtown Education Center

Henna Art Fundamentals
In this skill-based course series, you will learn the art of henna. The fundamentals course is intended for students who are looking to take their skills to the next level. Students will learn about Moorish, modern and fashionable henna design techniques. This course is for students of any level who are looking to take their skills to the next level. Supplies are provided.
#34640 $51 T 6pm–8pm 9/2–9/16
Downtown Education Center

Henna Art Intermediate
This course is for students with some prior experience creating henna designs. Students will learn techniques for henna staining, alternative henna application, and techniques to enhance henna patterns. Students will obtain hands-on experience with Indian and Arabic style henna at a medium-complexity level. Supplies are provided.
#34589 $59 T 5pm–8pm 9/23–10/7
Downtown Education Center

Henna Art Advanced
This course is intended for students with a good understanding of henna who are looking to take their skills to the next level. Students will learn about Moorish, modern and fashionable henna design techniques. This course is for students of any level who are looking to take their skills to the next level. Supplies are provided.
#34591 $59 T 6pm–8pm 10/14–10/28
Downtown Education Center

Theatre Arts: Intro to Acting
In this course students will be introduced to the Stanislavski System of Acting. Students will develop self-expression through performance, learn tools that aid in analysis of a character or scene, warm up the body and voice, and spark the imagination.
#35101 $68 W 6pm–8pm 9/17–10/22
Trux Foundation Centre

Jewelry 1 Art/Metal
Jewelry 1 Art/Metal is an introduction to the basic techniques of jewelry making and small-scale metal objects using silver, copper, bronze and brass. The fall semester focuses on fabrication and forming. The spring semester focuses on bezel stone setting and casting. Advanced level students enrolled in Jewelry 1 will work independently. Student must be 18 or over. Students provide their own supplies. Attendance of the first class meeting is mandatory.
#34696 $242 T 6pm–9pm 9/2–12/2
Downtown Education Center
#34692 $242 M 9am–12pm 9/8–12/8
Downtown Education Center
#34694 $242 W 6pm–9pm 9/10–12/17
Downtown Education Center

Jewelry-Wax Modeling & Casting Stones in Place
This course is for students of any level who are interested in incorporating a stone setting into a wax carving and casting stones in place. Student must be 18 or over. Students provide their own supplies.
#34695 $242 T 9am–12pm 9/2–12/2
Downtown Education Center

Jewelry 2 Art/Metal
This workshop-based course expands on Jewelry 1. Demonstrations are based on the desires and needs of the students. Advanced techniques are demonstrated such as wax modeling for casting in silver, gold or bronze. Students must be 18 or over, provide their own supplies and have completed Jewelry 1 or obtained instructor consent. Attending the first class meeting is mandatory.
#34698 $242 W 9am–12pm 9/3–12/10
Downtown Education Center
#34699 $242 M 1pm–4pm 9/8–12/8
Downtown Education Center
Jewelry-Stone Setting & Mokume-Gane
This course expands on Jewelry 1 Art/Metal and is for any student who has learned the basic fabrication techniques. Demonstrations include advanced stone settings and Mokume-Gane. Student must be 18 and provide their own supplies.
#34702 $242 R 9am–12pm 9/4–12/11
Downtown Education Center

Jewelry Workshop Advanced
This workshop-based course expands on Jewelry 1 and is for any student who has learned the basic fabrication techniques. Demonstrations are based on the desires and needs of the students. Some of the demonstration possibilities include use of the hydraulic press for forming, photo-etching, tube setting, marriage of metal and casting. Student must be 18 or over and provide their own supplies. Attending the first class meeting is mandatory.
#34960 $242 M 6pm–9pm 9/8–12/8
Downtown Education Center
#34701 $242 W 1pm–4pm 9/3–12/10
Downtown Education Center
#34702 $242 R 6pm–9pm 9/11–12/18
Downtown Education Center

Matting & Framing 1
Students learn how to mat and frame pictures, making them more appealing as well as protecting them from the elements: to design the mat and frame; and then construct their designs. The class covers several procedures for finishing frames, combinations of frame moldings, restoration procedures, and conservation materials and procedures. Designed for both the new and the continuing student. Experienced students will learn advanced mat cutting and decoration as well as more complex frame building. Some current techniques are covered as well as an exploration of the latest materials. Students provide their own supplies. See registration page for textbook information.
#33282 $195 T 1pm–4pm 9/9–11/25
Westminster Presbyterian

Matting & Framing 2
Students learn how to mat and frame pictures, making them more appealing and protecting them from the elements. The class presents information and techniques that are new to beginning students and a review for more experienced students. This course also offers more advanced techniques in matting, v-grooves, French lines and panels, open v-grooves and more for the experienced students. Techniques on joining various moldings to produce different profiles, different finishing applications such as gold/silver leafing, antiquing, staining, dry brushing and restoring are among the techniques introduced and reviewed. The course is an open lab after the first session and is tailored to the individual needs of the students. Students provide their own supplies. See registration page for textbook information.
#33430 $195 R 1pm–4pm 9/11–12/4
Westminster Presbyterian

Painting for Pleasure
This course is designed to introduce or reinforce the idea that painting can be a way to relax or can be a form of self-expression. Students will have the opportunity to observe the instructor demonstrating acrylic painting techniques and can either choose to paint along with the class project or may select an individual project. The instructor will accommodate all levels of painting skills, from beginning to advanced, will help students with ideas for subject matter, composition, color, etc., and will encourage them to develop their own painting style. Students provide their own supplies.
#33277 $110 T 6pm–8:30pm 9/2–10/21
Madison College West

Painting 1
This beginning course teaches basic painting skills using different paint media. Students will learn how to lay out a palette, prepare painting backgrounds, mix colors and develop pictures along with other painting skills. Students provide their own supplies.
#33275 $227 F 9am–12pm 9/5–12/12
Downtown Education Center

Figure Sculpting in Polymer Clay
If you already have experience sculpting or if you’re a beginner who would like to learn more, this class is for you. In traditional animation, sculptors create character maquettes as 3-dimensional scale reference guides to aid the artists in drawing characters from all angles. Whether it’s your own personal character design or a favorite character from film or literature, this course will help you bring it to life in 3D! The student will create a wire armature and sculpt their maquette in polymer clay. Maquette sculpting is a great skill to add to a professional portfolio as well as a fun hobby to enjoy for life. Students provide their own supplies.
#33411 $162 W 6pm–9pm 9/17–11/19
Downtown Education Center

Printmaking
The course covers relief printing (wood block and linoleum block) and intaglio printing (etching, collagraphs, engraving and dry point). Formal instruction and techniques will be demonstrated in the beginning of class, and students will be given time to work on individual projects with instructor guidance. Designed for both the new and the continuing student. Students provide their own supplies.
#33280 $222 T 6:30pm–9:30pm 9/9–12/2
Trux Campus

Oil Painting
Students will have the opportunity to observe the instructor demonstrate oil painting techniques and can choose to paint along with the class project or may select a subject of individual preference. Students provide their own supplies.
#33278 $195 T 9am–12pm 9/9–11/25
Westminster Presbyterian
#33279 $195 R 9am–12pm 9/11–12/4
Westminster Presbyterian

Stained Glass
Construct a stained glass piece using standard principles and techniques. This class is designed to acquaint students with basic stained glass cutting, copper foil method and soldering in making stained glass art. Continuing students have the option of learning lead method, mosaic art, stepping stones, lamp making, etc. Students will need to purchase basic tools and supplies. Supplies (typically costing $50+) discussed at the first class.
#34650 $120 M 6:30pm–9:30pm 10/6–11/17
Middleton High School

Stained Glass Suncatcher
Take this short workshop to find out if creating stained glass art is for you. Join us to make a star suncatcher; no experience is necessary. With step-by-step instruction on glass cutting, pattern preparation, foiling, soldering, you will complete a star to take home with you. Supplies and materials are included in the class fee.
#34652 $40 S 9am–1pm 11/8
Downtown Education Center

Watercolor Painting All Levels
For those beginners starting out or the advanced students wanting to refine 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 your subject matter from photos, book references or still lifes as the class explores various painting styles from realism to abstract. Students provide their own supplies.
#35000 $89 M 6pm–8:30pm 9/15–10/20
Middleton High School
#34997 $89 M 6:30pm–9:30pm 9/22–10/20
Wisconsin Heights Middle School
#34998 $89 M 12:30pm–3:30pm 9/22–10/20
Middleton Senior Center
#34999 $89 T 12:30pm–3:30pm 9/23–10/21
Madison College West
#35001 $89 W 12:30pm–3:30pm 9/24–10/22
Monona Community Center
#35002 $89 W 9am–12pm 9/24–10/22
Monona Community Center
#33433 $89 R 6pm–9pm 10/30–12/4
Downtown Education Center

Woodcarving: Caricatures
No previous carving experience is required. Individual help is provided from start to finish in working on a project of your choice (ranging from caricatures to realistic human figures). Carving is done with hand tools such as knives and gouges. Students provide their own supplies.
#33419 $249 T 1pm–4pm 9/2–12/9
Monona Senior Center

Fees listed are estimates based on information available at time of printing and may be subject to change.
Woodcarving
This hands-on class will give students a basic knowledge of different knives, woods and finishes. Students will develop, sketch or transfer a picture or mental image into wood. If students’ skills and interest develops, carving can become their art. Students provide their own supplies.
#33420 $162 R 8am–10am 9/4–12/18
Stoughton Senior Center
#33421 $162 R 10am–12pm 9/4–12/18
Stoughton Senior Center

COOKING AND CUISINE

Cooking for One or Two
Create desserts, entrees, meats, soups and more for 1-2 people. Recipes can be increased for larger servings. Learn how to cook/bake without leftovers and learn how to make “leftovers” into “plan-overs.” Recipes include healthy, diabetic and many more in a fun, hands-on class. Everything is furnished and no experience is necessary. Food, equipment and recipes are provided in this hands-on class.
#35093 $47 T 5:30pm–8:30pm 10/21–10/28
Sun Prairie Colonial Club

Cooking: Knife Skills & Safety
Improve your knife skills for cooking! In this class you will learn how to properly and safely handle knives. While learning how to dice, julienne and slice, you will improve coordination between hands and learn how to move your knife ergonomically. The class will cover different types of knives, such as the chef knife, paring knife, boning knife and more. Learn about using knives with the C-claw or rocking motion and types of cutting board to match the knife you are using. Learn the safe way to sharpen knives and how to cut an onion without tears. Knives, cutting boards and materials will be provided.
#10976 $32 U 1:30pm–4:30pm 8/3
Waunakee Village Center
#34731 $32 M 6pm–9pm 9/29
Madison College West
#34961 $26 W 5:30pm–8:30pm 10/15
Madison Senior Center
#34732 $32 W 6pm–9pm 11/19
Middleton Senior Center

Cooking: 60-Minute Gourmet
Gourmet cooking does not need to be difficult, costly or time consuming. Create and taste test a 60-minute gourmet menu with many different foods, and learn to decorate the simple to make it special. This is a fun and tasty class for the inexperienced or expert cook. Food, equipment and recipes are provided in this hands-on class.
#34729 $73 M 6pm–9pm 9/8–9/22
Madison College West

NEW! Cooking: Indian Barbeque
Try a new twist on barbeque, for indoors or out, with Indian flavors! Week 1- Tandoori Chicken (chicken marinated in Indian spices and grilled to perfection), Bhurpore Kabab (marinated cubes of lamb or meat of your choice in north eastern spices and mustard oil) served with cucumber raita dip and a side of grilled vegetables. Week 2- Sheek Kabab (marinated mince of your choice and grilled on skewers served with paratha bread from scratch with lacha pyaz & onion side salad. Week 3- Paneer Tikka (char-grilled skewers of cubed paneer cheese or tofu with vegetables) with a side of mint and yoghurt chutney/dip. Served on lettuce wraps, saffron pulao/pilaf and mango ice cream.
#35098 $73 T 6pm–9pm 9/2–9/16
Madison College West

Cooking: Indian Cuisine
Indian cuisine, as understood outside of India, is mostly a collection of about 10 popular dishes that does not do justice to the variety and diversity it offers. In reality, Indian cuisine offers appetizers, curries, stews, rice dishes and desserts based on a variety of vegetables and meats, spice levels from zero to extremely spicy and a rich variety of grains. Because more than half of the population happens to be vegetarian, a large number of Indian dishes are vegan and many others are naturally gluten-free. Indian cuisine is a great option to improve your health without compromising on taste! Week 1 features Vegetable Samosa, Spinach and Paneer (Palak Paneer) and Fragrant Cumin (Jeera) Rice. Week 2 features Mixed Vegetable Pakora with Green Cilantro Chutney, Home Style Chicken Curry and Coconut Rice. Week 3 features Naan Bread, Butter Chicken (Chicken Tikka Masala) and Mango Lassi.
#34830 $73 T 6pm–9pm 9/23–10/7
Madison College West

Cooking: Indian Vegetarian Cuisine
Because more than half of the Indian population happens to be vegetarian, a large number of classic Indian dishes are naturally vegetarian or vegan. Indian cuisine is a great option to improve your health without compromising on taste! Week 1 features Channa Masala (garbanzo curry) with Paratha (Indian bread from scratch, which is healthy and minimally processed) with a side of Kadu (butternut squash) curry. Week 2 features Daal Tadka (lentil stew) with Mutter Pula (green peas pila) and a side of sauteed potatoes with cumin seeds and turmeric. Week 3 features home style, rustic seasonal mixed vegetable curry with cumin rice and Raita (tomato, onion salad with the coconut yogurt/garlic dressing).
#34831 $73 T 6pm–9pm 11/4–11/18
Madison College West

NEW! Cooking: Gluten-free Indian Cuisine
Are you sensitive to gluten? Improve your health without compromising on taste with Indian recipes that are naturally healthy and gluten-free! Week 1- Masala Dosa (lentil and rice fermented crepes filled with yello potato curry or curried vegetables of your choice served with Coconut Chutney and Sambarb (lentil and vegetable stew) Week 2- Akki Roti (flat bread made with rice flour) served with Baingan Bharta (roasted and mashed eggplant curry) with Pooleak Daal (lentil curry made with spinach). Week 3- Moong Daal Chilla or Pesarattu (savory crepes made with mung beans and rice flour, topped with chopped onions and aromatic spices, served with tomato chutney and a side of Rasam Soup and steamed rice. Recipes are gluten-free, but due to the variety of classes taught in this facility, cross-contamination is possible.
#31370 $73 T 6pm–9pm 8/5–8/19
Madison College West
#35099 $73 M 6pm–9pm 11/24–12/8
Madison College West

Cooking: Italian Cuisine
Italian cuisine is more than pizza and spaghetti! As we learn about foods from the many regions of Italy, students help determine the dishes prepared in this hands-on class. Food, equipment and recipes are provided.
#34832 $73 T 6pm–9pm 10/2–10/16
Madison College West

Cooking: Mexican Cuisine
Known for its vibrant flavors and popular dishes, Mexican food is delicious and fun to prepare at home. Students will learn cooking techniques and unique foods to use to prepare various Mexican dishes. Food, equipment and recipes are provided in this hands-on class.
#34833 $75 T 6pm–9pm 9/11–9/25
Madison College West

Cooking: Asian Cuisine
Intrigued by Asian cooking? This is the perfect opportunity to experience Asian cooking with an Asian cuisine expert. Many dishes will be prepared in this hands-on class of easily made entrees and healthy dishes. This “chef-at-your-side” class uses market-available natural ingredients and innovative cooking techniques to prepare popular Asian meals. Food, equipment, and recipes are provided.
#34834 $73 W 5:30pm–8:30pm 9/17–9/28
Madison Senior Center

Cooking: Thai Foods
Week 1-Thai I Tom Yum Gung soup, Thai fruit and veggie salad, grilled eggplant salad (yam kaefua issom, Jasmine Rice); Week 2-Thai II (vesh spring rolls [cha gio]), Pad Thai, Massaman Curry, Jasmine Rice; Week 3-Thai III Yum Ya (mixed salad), Neua Panang (curry with beef), Gai Thod Khao Phod (fried chicken and corn patties, Jasmine Rice). Food, equipment and recipes are provided in this hands-on class.
#34835 $73 M 6pm–9pm 10/6–10/20
Madison College West

Preserving Summer’s Bounty
In this introductory class, we will learn about the many ways food can be preserved for future use and transformed into flavorful condiments. These main methods of fermenting, salting, curing, canning, freezing, drying, pickling, brewing and making jams, jellies, preserves, chutneys and vinegars will be explained with recommendations for further study.

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Then we will explore easy ways to make the most of our garden's harvest and farmer's market purchases by making jam, pesto, refrigerator pickles and sun-dried tomatoes. A demonstration on canning is included. All food, equipment, and recipes are furnished.

#10978 $47 W 6pm–9pm 8/6–8/13
Middleton Senior Center

NEW! Basic Food Preservation

We will cover water bath, steam and pressure canning, freezing methods, and dehydrating with and without a dehydrator. We will explore the many ways all of your preserved food can be used throughout the year. All food, equipment and recipes are furnished.

#35094 $47 U 1:30pm–4:30pm 10/5–10/12
Waunakee Village Center

NEW! Herbs & Spices

Join us to explore the amazing world of spices and herbs, and learn the benefits of using herbs to improve your health. Students will learn how to mince thyme, tarragon, rosemary and oregano to apply to daily meals, as well as uses for saffron, cardamom and coriander seeds. The class will make a spice rub to apply on proteins and proceed with various methods of cooking. Students also will create court-bouillon and seafood stew that will be flavored with herbs and spices. Food, equipment and recipes are provided in this hands-on class.

#35095 $75 T 5:30pm–8:30pm 9/16–9/30
Sun Prairie Colonial Club

Restaurant Favorites at Home

Let’s take the mystery out of our favorite restaurant classics so we can enjoy them at home. Creme brule, eggs benedict, shrimp scampi, fettuccine Alfredo and chocolate lava cake are just some of the dishes we’ll prepare and sample in this fun, informative class. Food, equipment, and recipes are provided in this hands-on class.

#35096 $73 R 5:30pm–8:30pm 10/23–11/6
Sun Prairie Colonial Club

Fresh Pasta and Sauces

Have you ever wondered how to make fresh pasta from scratch? Here is your opportunity to get your hands covered in flour! Together we will make colorful pasta, egg pasta and various sauces to go with our freshly made pasta. We will also take a spin at making gnocchi, a small dumpling made with potatoes or other starch vegetable such as squash. All flour are not created equal; some have more protein and others have less gluten. Sauce should come from a good stock base, so we will also touch upon the basics of making good stock. Food, equipment and recipes are provided.

#34730 $52 W 5:30pm–8:30pm 11/5–11/12
Middleton Senior Center

NEW! Italian-Inspired Raw Cuisine

Come discover the amazing flavors of Italy in a new healthy way. In this hands-on class, you will learn how to prepare great tasting Italian dishes with a raw spin. We will discuss what it means to eat raw and some of the basic techniques used in preparing raw foods. Come ready to experience the fresh taste of Italy in this raw foods class. This class is gluten-free and refined sugar-free and delicious. The recipes will always be changing based on seasonality and availability of organic/natural products. Food, equipment, and recipes are provided in this hands-on class.

#34968 $36 W 6pm–9pm 9/10
Madison College West

Stuff, Wrap and Roll: Raw Burritos

A simple twist on the traditional burrito will open your eyes to the world of raw foods and show you just how healthy and delicious a raw burrito can taste. You will learn the proper technique for using a collard green as your burrito soft shell and how to prepare various raw and vegan burrito fillings such as: spicy taco nut meat, cashew sour cream, pico de gallo and fresh guacamole. And what would a healthy delicious meal be without a quick and nutritious dessert? We will conclude this class by making a simple raw dessert, an orange chocolate pudding. All recipes are vegan, raw, gluten-free, dairy-free and free from refined sugar. Food, equipment and recipes are provided in this hands-on class.

#10981 $36 W 6pm–9pm 8/20
Madison College West

NEW! Soup’s On – Vegan Style!

Fall is upon us and so is soup season. Come learn the “secret” to making cream based soups without using dairy products. In this class, participants will learn how to make homemade soup stock and how to make delicious and healthy vegan soups. All recipes are gluten free and sure to warm you through the winter months. The recipes always will be changing based on seasonality and availability of organic/natural products. Food, equipment and recipes are provided in this hands-on class.

#34962 $36 W 6pm–9pm 10/8
Madison College West

Cooking: Comfort Food Soups

When the temperatures grow colder or we just feel under weather, we reach for warm and comforting foods like soup to make us feel better. In this class you will learn how to make soup from scratch. We will make quick stock, chicken noodle, wonton, chili, and cream-based soups. Food, equipment and recipes are provided in this hands-on class.

#35097 $52 U 1:30pm–4:30pm 10/26–11/2
Waunakee Village Center

NEW! Vegan Holiday Dishes

Come learn how to make the bounty on your table this harvest season with a vegan twist. In this class, you will learn to make a variety of holiday vegan dishes such as a creamy green bean casserole made from a homemade mushroom medley gravy to a cranberry sauce jazzed up with sweet pomegranate seeds and orange zest. The delicious recipes you make in this class will have your dinner guests savoring every bite. All recipes are gluten-free and refined sugar-free. Food, equipment and recipes are provided in this hands-on class.

#34963 $36 W 6pm–9pm 11/5
Madison College West

NEW! Asian-Inspired Raw Cuisine

In this introductory class, you will discover the amazing world of “raw foods.” You will learn to create various easy-to-make and delicious Asian-inspired dishes. We will discuss what it means to eat raw and some of the basic techniques used in preparing raw foods. So whether you are new to raw foods or a seasoned raw-foodist, this class is sure to capture you. This class is gluten-free and refined sugar-free. The recipes will always be changing based on seasonality and availability of organic/natural products. Food, equipment and recipes are provided in this hands-on class.

#34969 $36 W 6pm–9pm 11/19
Madison College West

Juices and Green Smoothies

Looking for a healthy start to your New Year? Trying to get more fruits and vegetables into your diet? Well, juicing and green smoothies are great options! In this hands-on class, you will learn how to use ingredients such as: apples, blueberries, lemons, ginger and kale to create delicious and healthy fruit and vegetable juices and green smoothies. In addition to learning fun and simple recipes, we will discuss the difference between juices and smoothies, various equipment and tools needed to make your drinks, and helpful tips and tricks to making successful juices and smoothies at home. Food, equipment and recipes are provided.

#35040 $36 U 1:30pm–4:30pm 9/7
Waunakee Village Center

NEW! Vegan Hors D’oeuvres

Dazzle guests at your year-end celebration party when you serve them delicious vegan hors d’oeuvres you learn to make in this class. During class, you will be making a variety of recipes ranging from sun-dried tomato polenta squares topped with an olive tapenade to cucumber rounds filled with a creamy dill cashew cheese. In addition, plating and garnishing tips will be discussed to round out the class. No one will leave the party hungry! All recipes are gluten and refined sugar free. Food, equipment and recipes are provided in this hands-on class.

#34964 $36 W 6pm–9pm 12/10
Madison College West

NEW! Decadent Raw Chocolate

Come and discover the world of raw chocolate! In this hands-on class, you will explore raw chocolate by creating various chocolate inspired treats. You will learn the difference between raw chocolate and “traditional” chocolate, the basics of raw chocolate ingredients, and how to work with these ingredients to create not only delicious but nutritious raw chocolate delights. Come ready to indulge! This class is gluten-free and uses refined sugar free. The recipes will always be changing based on seasonality. Food, equipment and recipes are provided in this hands-on class.

#34970 $36 W 6pm–9pm 12/3
Madison College West
Baking: Cake Pops
Enter the whimsical and tasty world of cake pops — those fun little confections on a stick. Learn the basic techniques and special tricks that make these delightful treats a great addition to any party. This hands-on class will make holiday-themed cake pops, assembling them into a finished bouquet for each student to take home. Students will learn how to form the cake pops, create custom shapes, melt confectioner’s coating, enrobe the pops, decorate the pops using various techniques, and create a base to hold the finished pops. This class is appropriate for both beginners and experienced students. All supplies for this hands-on class are provided.

#34979 $40 W 6pm–9pm 10/29 Madison Senior Center

NEW! Dia de los Muertos in the Kitchen
The Day of the Dead is a holiday celebrated throughout Mexico, Latin America, around the world and by Mexican Americans across the US to remember those loved ones who have died. The mourning and sadness of death is replaced with festivals and lively celebrations to recognize that death is part of the human experience and circle of life. Beginning as early as October 31 and ending on November 2, this tradition maintains that the spirits of the deceased are allowed to reunite with their families for a brief time. In this one-night class, we prepare traditional foods, beverages and decorations as we learn how to create a day of the dead celebration to honor lost loved ones. Recipes include the sweet bread called pan de muerto, candied pumpkin and how to make a sugar skull. Food, equipment, and recipes are provided in this hands-on class.

#34983 $51 T 6pm–9pm 10/21–10/28 Madison College West

NEW! Gluten-Free Fruitcake
This holiday season, bake a GF fruitcake that will have no place with the fruitcakes of legendary jokes. This made from scratch recipe is buttery, moist and loaded with nuts and dried fruits - a very healthy version of the traditional fruitcake. Each student will take home 2-3 GF fruitcakes. Course will be taught by founding owner of a local gluten free bakery. Food, equipment, and recipes are provided in this hands-on class.

#34986 $36 T 5:30pm–8pm 11/11 Silly Yak Bakery

Baking: Cupcakes
Cupcakes have long been a favorite at bake sales, pot-lucks and children’s birthday parties, and are now more popular than ever! In this hands-on class we will make great tasting cupcakes in several flavors with an assortment of icings and glazes as well as discuss tips on how to keep our delicious treats ready to enjoy. We will discuss how to decorate for parties and holidays while taking ideas from popular cupcake designs. Join us for this fun and creative class. Food, equipment, and recipes are provided in this hands-on class.

#34980 $35 R 6pm–9pm 11/13 Madison College West

NEW! Perfect Pies
Learn how to take the basic pie structure made of flour, butter and liquid and transform the pie into En Croute, tartlets, spanikopitas, samosas and more. Students will create basic pie dough and pate sucree, and learn about sweet and savory fillings. An option for gluten-free diet will be discussed. Food, equipment, and recipes are provided in this hands-on class.

#35100 $48 T 5:30pm–8:30pm 10/7–10/14 Sun Prairie Colonial Club

Baking: Healthy Breads
Nothing compares to the aroma of bread baking. All types of healthy breads will be covered in this class, using a variety of grains. Even bread machine owners can learn from this class. Food, equipment, and recipes are provided in this hands-on class.

#34981 $33 T 6pm–9pm 12/9 Madison Senior Center

Baking: Holiday Cookies
Enjoy making a variety of cookies based on the winter holiday theme. These treats are guaranteed to please. Create some old-time favorites and learn other resources are reviewed and all supplies are provided in this hands-on class.

#34982 $47 TR 6pm–9pm 12/9 Madison College West

Cupcakes have long been a favorite at bake sales, pot-lucks and children’s birthday parties, and are now more popular than ever! In this hands-on class we will make great tasting cupcakes in several flavors with an assortment of icings and glazes as well as discuss tips on how to keep our delicious treats ready to enjoy. We will discuss how to decorate for parties and holidays while taking ideas from popular cupcake designs. Join us for this fun and creative class. Food, equipment, and recipes are provided in this hands-on class.

#34980 $35 R 6pm–9pm 11/13 Madison College West

NEW! Perfect Pies
Learn how to take the basic pie structure made of flour, butter and liquid and transform the pie into En Croute, tartlets, spanikopitas, samosas and more. Students will create basic pie dough and pate sucree, and learn about sweet and savory fillings. An option for gluten-free diet will be discussed. Food, equipment, and recipes are provided in this hands-on class.

#35100 $48 T 5:30pm–8:30pm 10/7–10/14 Sun Prairie Colonial Club

Baking: Cream Puffs and Éclairs
How do they get those cream puffs so high and airy? And what is the secret to making éclairs? Learn to make these cherished pastries at home for every-day delights and special occasions and taste the results of your efforts! The instructor will show you how to fill the pastries to make them extra special. Food, equipment, and recipes are provided in this hands-on class.

#11008 $37 U 1:30pm–4:30pm 8/17 Waunakee Village Center

Gluten-Free Baking
As more people are diagnosed with celiac disease or other types of gluten-intolerance, demand for affordable gluten-free products is on the rise. In this class, we learn how to combine gluten free-flours, starches and baking aids to produce high quality gluten-free baked goods such as breads and desserts at home. Gluten-free baking mixes and other resources are reviewed and all supplies are provided. Food, equipment, and recipes are provided in this hands-on class.

#34984 $49 T 5:30pm–8:30pm 9/9–9/16 Silly Yak Bakery

#34985 $49 T 5:30pm–8:30pm 10/14–10/21 Silly Yak Bakery

Sauté and Stir-Fry Essentials
Sautéing is a great, useful and easy cooking technique essential to many recipes. Sautéing is a beneficial cooking skill to have because it cooks food quickly but keeps it fresh and flavorful. In this class we will be focusing on the relationship between heat and length of cooking time, which protein options go best with seasonal vegetables, the proper way to cut vegetables, and which cooking oils and pans work best along with many other useful related sautéing topics. Food, equipment, and recipes are provided in this hands-on class.

#34733 $47 M 5:30pm–8:30pm 10/27–11/3 Sun Prairie Colonial Club

Beer Appreciation
This introductory course to craft beers covers ingredients, process, styles, finished product and food pairing. The class includes a craft beer and artisan cheese tasting with souvenir tasting glass. Must be 21 or over to register.

#34397 $37 W 6pm–9pm 10/29 Downtown Education Center

Introduction to Wine
This course provides the opportunity to become familiar with commonly known types of wine, wine terminology, how to buy and store wine, proper glassware, proper serving temperatures, etc, to take the mystery and confusion out of enjoying a glass of wine. The course will also include sampling three white wines and three red wines. Wine sampling discussion will combine wine history, geography, chemistry and fun. The student will develop the knowledge to confidently order and enjoy wine. Must be 21 or over to register.

#33335 $42 R 6pm–9pm 10/23 Downtown Education Center

Wine Tasting Fundamentals
Learn the basic wine terminology and the proper tasting methods to evaluate wine. The class will finish with a wine tasting. Must be 21 or over to register.

#34957 $26 F 6pm–9pm 10/17 Waunakee Senior Center

#34958 $26 R 6pm–9pm 12/4 Middleton Senior Center
NEW! Culinary Kitchen Basics Series

Learn professional skills from the professionals! This new series of hands-on classes is taught by Madison College Culinary approved faculty and staff in the fully equipped culinary kitchens at Madison College. Instruction is designed to allow immediate to advanced home cooks with a love of food to learn professional level skills that can be applied in a non-commercial, low volume in-home setting. Please note that these classes are not appropriate for beginners without cooking experience.

Students are expected to wear kitchen appropriate clothing and shoes (closed toes, water-resistant & non-skid). Students will work individually on knife skills and will work in teams to produce recipes for the day. Students are expected to clean as they go and will receive detailed feedback from the chef each day on key skill areas. Students are encouraged to bring a chef’s knife, boning knife & paring knife if possible; equipment will be provided if necessary.

Culinary Kitchen Basics 1

Day one will focus on key culinary terminology, knife selection, sharpening and classic cuts plus kitchen equipment and pantry recommendations. Class finishes with chef/instructor demo stir-fry meal utilizing product from student knife cut practice. On day two, students will continue knife cut practice and learn to break down a whole chicken and then work in groups to make three preparations utilizing three different cooking methods (Asian Wings, Parmesan Crusted Chicken Breasts and Coq Au Vin).

#35515 $130 5 9am–12pm 10/11–10/18
Truax Campus

Culinary Kitchen Basics 2

At the first meeting, students will practice breaking down a whole chicken and work in groups to make three preparations utilizing three different cooking methods (Classic Roast Chicken, Grilled Chicken Chimichurri and Balsamic Poached Chicken). At the second meeting, students will learn to trim pork loins and tenderloins and then work in groups to make three preparations utilizing three different cooking methods (Seared Ancho Pork Tenderloin with Maple and Porter Glaze, Baked Stuffed Pork Chops, Pork and Tomatillo Stew).

#35516 $140 5 9am–12pm 11/8–11/15
Truax Campus

FITNESS

NEW! Chinese Dance Intro

This class introduces adults to the elegance and beauty of Chinese folk dance movements. Emphasis is placed on expression of Spirit (Shen 神), concentration development (Jin 捷), and the flow of energy (Chi) through hand movements and eye coordination. Easy dance steps provide light exercise and help develop an appreciation of how Chinese dance and music has been used to tell stories for thousands of years.

#35222 $51 5 6pm–7pm 9/4–10/23
Madison College West

Tai Chi Basics

The practice of Tai Chi consists of slow, circular movements coordinating the entire body. Students will learn the rudiments of Tai Chi form to improve concentration, relaxation abilities, and body awareness. The class starts with gentle warm up with a short period of standing to increase stamina followed by Tai Chi formwork.

#34706 $36 T 6pm–7pm 10/28–12/2
Madison College West

Tai Chi Chih

Tai Chi Chih consists of 19 simple, easy-to-learn movements that can be practiced at any age to reduce stress and promote serenity, flexibility and balance. It is not a martial art, but a moving meditation for gathering, circulating and balancing your intrinsic energy.

#34707 $47 F 1pm–2pm 9/26–11/14
Madison College West

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.

#34709 $49 R 7:30pm–8:30pm 9/4–10/23
Madison College West

Continuing Yoga

Building on the basic standing poses, students will continue to practice sun salutations, inversions, balance poses and twists while building endurance and strength. Classes will include a study of breathwork and meditation/relaxation. Students must provide their own mat.

#34710 $49 R 7:30pm–8:30pm 10/30–12/18
Madison College West

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. Participants are encouraged to bring a mat.

#33396 $47 T 11am–12pm 9/30–11/18
Madison College West

Herb Gardening

In this class, we’ll take a close look at twenty favorite culinary herbs and discover what they look, taste and smell like, plus how to grow, harvest and preserve them. We’ll cover cooking tips and how to pair herbs with foods and with each other. You’ll take home some great recipes, an herbal plant (if in season), and handouts. Herbs covered include anise hyssop, basil, bay laurel, chives, cilantro, dill, fennel, lavender, lemon balm, lemon verbena, marjoram, mint, oregano, parsley, rosemary, rose scented geranium, sage, stevia, tarragon, and thyme.

#33257 $31 T 6pm–9pm 10/14
Madison College West

Herb Gardening

In this class, we’ll take a close look at twenty favorite culinary herbs and discover what they look, taste and smell like, plus how to grow, harvest and preserve them. We’ll cover cooking tips and how to pair herbs with foods and with each other. You’ll take home some great recipes, an herbal plant (if in season), and handouts. Herbs covered include anise hyssop, basil, bay laurel, chives, cilantro, dill, fennel, lavender, lemon balm, lemon verbena, marjoram, mint, oregano, parsley, rosemary, rose scented geranium, sage, stevia, tarragon, and thyme.

#33257 $31 T 6pm–9pm 10/14
Madison College West

Hunting for Sustainability

Sustainable natural resource conservation, agriculture and hunting naturally fit hand in hand. The recent upward trend in, and focus on, sustainable local living could lead to increased interest in hunting. Specifically, adults who did not grow up hunting, but are committed to more local living and learning to gather protein from a sustainable, free range source can learn to hunt in this course. Specific instruction will be focused on learning to hunt deer and developing a sense of identity and community that support hunting. How to scout for deer, hunting techniques, field dressing, and butchering will be taught.

#33444 $57 T 6pm–8pm 9/2–9/30
Truax Campus

GARDENING, LANDSCAPING, AND AGRICULTURE

Backyard Chickens

Chickens are a great source of joy, healthy eating, fertilizer for your garden and friendly pets. Join us for an introduction to the care and feeding of city chickens, choosing your chicks or hens, coop design, disease management and winter preparations. Learn about all the Dane County Chicken Resources available and take a field trip to observe real backyard chickens.

#33296 $26 R 5:30pm–7:30pm 9/25–10/2
Truax Foundation Centre
Landscaping & Design
Learn landscape design principles and apply them to your own property. A registered landscape architect will guide you through the design process and then help you apply it to your own property. You will be given homework consisting of measuring, taking photos, and recording your site’s existing conditions. Once the design is complete you will learn how to prepare a material list of plants and landscape products for the do-it-yourselfer or how to bid out your project. Options for construction products and plant materials will be introduced as well as installation tips and techniques.

#3256 $99 W 6pm–9pm 9/3–10/8
Madison College West

Sustainable Beekeeping for Beginners
This course will cover what you will need to know to keep bees through the first two years: purchasing and assembling equipment, ordering bees and queens, installing packages, preparing the colony for winter, and spring management as well as producing and harvesting honey. We will cover basic bee biology as well as disease and mite control with an emphasis on sustainable apiculture.

#34194 $60 M 5:30pm–7:30pm 9/29–10/13
Madison College West
#34195 $60 R 5:30pm–7:30pm 11/6–11/20
Truxx Foundation Centre

HOME DECORATING
Visit madisoncollege.edu/home-decorating-certificate for more info.

Decorating Styles
Traditional? Contemporary? Eclectic? Whether you are finding your own decorating style or helping a friend with theirs, this course will help you explore these and other decorating styles. You will also learn about historical influences on the various furniture styles as well as home accessorizing to complete the look you are seeking for your home. This is one of the required courses for the nondegree Certificate for Home Decorators, but you do not have to be pursuing the certificate to take the course.

#34309 $149 T 6pm–9pm 9/9–9/30
Madison College West

Staging Your Home to Sell
Staging your home to sell is fun, easy and profitable. Learn where to start, what to do and what not to do. This class goes beyond decluttering; it is all about perception, presentation and reorganizing to help buyers appreciate your home’s features. Learn how to prevent accessories from distracting buyers. Photos, tips and materials included.

#34600 $36 R 6pm–9pm 11/6–11/13
Downtown Education Center

NEW! Feng Shui Design
Learn the elements and principles of feng shui design, how to analyze and access an interior room, and how to apply feng shui design to the interior of a room. This course will also cover the basics of dowsing and techniques of how to use.

#34601 $68 R 6pm–9pm 11/20–12/18
Madison College West

HOME AND BUILDING INSPECTION

Becoming a Home Inspector 1
This course provides an initiation into the residential inspection process and is the first of two classes to prepare you for taking the State of Wisconsin Home Inspector exam. Considered an inspector’s guide to the field, these classes will help you develop the art of identifying problem areas through observation. The course deals with various elements of a home including soils, foundation, exterior roof, venting and insulation and construction of a new home.

#34047 $299 M 6:30pm–8:30pm 9/8–10/20
Truxx Foundation Centre

Becoming a Home Inspector 2
Home Inspection is the art of identifying problem areas through observation. This two-course series prepares the student to take the state exams needed to become licensed. Second and final course focuses on the residential inspection process and part 2 of the inspector’s guide to the field, this course deals with various elements of a home including plumbing, electrical and heating systems. This course will also include a discussion of changes to State policies in the field.

#34048 $299 M 6:30pm–8:30pm 10/27–12/8
Truxx Foundation Centre

HOME REPAIR, AUTO, AND SHOP

Basics of Automotive Maintenance
This course will show you the basics for checking and maintaining oil fluid, air filter, brake fluid, antifreeze, fire pressure, air filters and other questions you may have. Approximately half of the class will be presentation, including safety, and the other half will be spent in the lab checking 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 a facility to be repaired.

#3364 $26 M 5pm–8pm 11/6
Truxx Campus

Cabinet and Furniture Making Intro
Through a combination of lecture/demonstration and open work time in the woodworking laboratory, students will learn the basic skills of woodworking while working on a project of their own selection. Included will be use of the table saw, jointer, planer, portable power tools, beginning joinery, and material selection. Students will be responsible for obtaining project materials.

#3463 $232 M 6:30pm–9:30pm 9/15–12/8
Truxx Campus

Cabinet and Furniture Making Intermediate
Building on the skills learned in the Intro course, students will use the woodworking laboratory to construct projects of their own choosing or design. Additional instruction will be centered on the individual’s project, including the shaper, panel saw, wide belt sander, lathe, and more complex joinery such as mortise, tenons, and dovetails. Students are expected to have a prior knowledge and experience in woodworking tools and machines; completion of the Introduction to Woodworking course is recommended. Students will be responsible for obtaining project materials.

#3446 $232 W 6:30pm–9:30pm 9/10–12/10
Truxx Campus

Home Maintenance: Homeowner 101
You bought a home; now what?! This course will provide information on basic home maintenance and simple repairs. Learn how to determine whether a project can be done by the homeowner or when to call a professional. Topics include foundation and basement, outer walls and roofs, interior walls and floors, cabinetry, plumbing, electrical, HVAC, insulation and home performance.

#33910 $159 W 6pm–9pm 10/8–11/12
Commercial Avenue Campus
Small Engine Repair
A 10-session experience in troubleshooting and rebuilding small engines. Form theories of 2 and 4-cycle engines are utilized in a “do-it-yourself” approach for disassembly, repair, and installation of new parts. This class has it all. The well-equipped work area has equipment for all rebuilding operations. Students should bring a small engine project to the first class.

#33281 $175 M 6:30pm–9:30pm 9/15–11/17
Middleton High School

Woodworking All Levels
This course is for beginning or experienced woodworkers. The course includes discussions on safety as well as demonstrations of the operation of tablesaws, bandsaws, jointers, planers, mitersaws, routers and more. Students work on individual projects. Students must provide their own supplies and safety glasses.

#3465 $131 T 6pm–9pm 9/16–11/4
McFarland High School

Music
Banjo 1
Banjo 1 is a course for the novice 5-string banjo picker. This course will cover banjo basics and survey different old-time styles, such as strumming, clawhammer, and up-picking. Upon finishing the course, the student will be able to play basic accompaniment for songs and be able to choose a direction for further study. Students must bring their own 5-string banjo. See registration page for textbook information.

#34836 $68 W 6pm–8pm 9/3–10/8
Madison College West

Guitar 1
Guitar 1 is a course designed for the novice, but reinforces the basics and moves along quickly for those who want to review. Students learn 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. Students must bring their own guitar to each class. Students are encouraged to bring an acoustic guitar; however if only an electric guitar is available it may be used. Students should be comfortable with forming and changing chords as well as playing simple melodies. Completion of Guitar 2 or equivalent is required. Students must bring their own acoustic guitar to each class; if only an electric guitar is available it may be used. Students should be prepared to practice between sessions.

#34636 $68 W 6pm–8pm 11/5–12/17
Downtown Education Center

Fingerstyle Guitar
This is an intermediate guitar course focusing on folk and country blues fingerstyle picking. Learn to play rhythm with your thumb while picking an accompanying melody with two other fingers at the same time. Goal will be to learn to play fingerstyle folk songs and gain the ability to convert any melody into a full band sound on a single guitar. Other topics covered: some essential blues riffs, two open tunings and basic slide guitar techniques. Students need to be comfortable with forming and changing chords as well as playing simple melodies. Completion of Guitar 2 or equivalent is required. Students must bring their own acoustic guitar to each class; if only an electric guitar is available it may be used. Students should be prepared to practice between sessions.

#34620 $89 W 6:30pm–8:30pm 9/3–10/22
Downtown Education Center

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 must bring a basic 10 hole, diatonic harmonica in the key of C to class.

#34603 $68 W 6:30pm–8:30pm 10/29–12/10
Downtown Education Center

Harmonica 2
This course is intended for current harmonica players who need new ideas to further develop their playing. Participants should already know how to get single notes, play simple songs, and some basic blues. This class will explore harmonica techniques such as: solo improvising, vibrato, high note playing, slides, chord shuffles, minor keys, tongue blocking, and tone quality. Players will be encouraged to share their own techniques with everyone. Students should bring a basic 10 hole, diatonic harmonica in the key of C.

#34603 $68 W 6:30pm–8:30pm 10/29–12/10
Downtown Education Center

NEW! Getting to Know Your Voice
Discover your most free and full voice. Students will practice effective breathing techniques, find their natural alignment, strengthen their listening skills, explore the link between tension and tone, and discuss anatomy and physics, building the tools necessary for singing healthily and confidently. Music reading skills are helpful but not necessary.

#35257 $110 R 7pm–9pm 9/18–11/20
Downtown Education Center

Madison College Community Show Choir
The Madison College Community Show Choir consists of adult singers of all ages. The group performs twice annually in the Mitby Theater and in our community. The group’s winter concerts feature seasonal music, and the annual spring performance, Supershows, is a thematic program featuring popular musical styles from throughout the 20th century. All singers are welcome!

#34743 $47 T 6:30pm–9pm 9/4–12/11
Trux Campus

Madison Community Orchestra
The Madison Community Orchestra is an ensemble of approximately 80 musicians of varying ages and abilities from the Madison area. The group is committed to the growth and continuing education of amateur musicians through regular rehearsals and performances. The MCO rehearses weekly and performs four concerts annually, including the popular Holiday Concert in the State Capitol Rotunda. Open to all string players. Open to winds, brass, and percussion by audition with the conductor, Blake Walter. Contact bwalter@edgewood.edu to schedule an audition.

#34741 $47 T 7:15pm–9:30pm 9/2–12/2
Downtown Education Center

Madison Municipal Band
The Madison Municipal Band is a traditional concert band consisting of woodwind, brass and percussion instruments. The mission of the ensemble is to provide, for its membership, a continued opportunity for personal involvement in the arts, while fostering an environment for musical expression, appreciation, growth and fellowship. The group performs public concerts regularly in the Mitby Theater. Membership is open to all following a brief audition with the conductor. Contact Scott Teeple at steeplemat@gmail.com to schedule an audition.

#34742 $47 R 7:30pm–9pm 9/4–12/11
Downtown Education Center

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.

#34642 $99 W 8pm–9:30pm 9/10–12/3
Downtown Education Center

Fees listed are estimates based on information available at time of printing and may be subject to change.
Piano Semester 1
This course is for students with no or minimal piano background. Students will learn basic note reading, technique, rhythm, and music theory. Pieces will include familiar melodies of classical, folk, and pop songs. The lesson book will be used in semester 2 as well. See registration page for textbook information.

#34643 $83 T 6pm–7pm 9/2–12/2
Downtown Education Center
#34644 $83 W 9am–10am 9/3–12/10
Downtown Education Center
#34645 $83 R 6pm–7pm 9/4–12/11
Downtown Education Center

Piano Semester 2
Piano 2 is a continuation of Piano 1. Students will complete the Piano Book 1. Additional books include a technique and classical repertoire book. Students will continue studies of note reading, technique, rhythm, and music theory. Successful completion of non-credit Piano 1 or the equivalent is required. See registration page for textbook information.

#34646 $83 T 7pm–8pm 9/2–12/2
Downtown Education Center
#34647 $83 W 8am–9am 9/3–12/10
Downtown Education Center

Piano Semester 3
Piano 3 is for students who have completed Piano 2. Students will continue studies of technique and music theory including rhythm, harmony, chord progressions, scales, and key signatures. Requires successful completion of non-credit Piano 1 and 2 or the equivalent. See registration page for textbook information.

#34648 $83 W 6pm–7pm 9/3–12/10
Downtown Education Center
#35223 $83 W 10am–11am 9/3–12/10
Downtown Education Center

Piano Semester 4
Piano 4 is a continuation of Piano 3 along with new technique, duets and chording. This course is for students who have completed Piano 3 or 2 years of recent private lessons. Students should have completed non-credit Piano 3 or the equivalent. See registration page for textbook information.

#34649 $83 W 7pm–8pm 9/3–12/10
Downtown Education Center

SEWING AND FIBER ARTS

Hardanger
Hardanger embroidery is the ethnic thread count stitchery of Norway. This class is offered workshop style with students working on a piece of their own choice or a class project for beginners. Stitches covered are klosterblocks, blanket stitch, double cable, eyelets, satin stitch stars, and open work (cutting, weaving, and facing). Also, for intermediate/advanced students, variations of klosterblocks, complicated lacings designs (picots, woven flowers, etc.), and satin stitch star variations are presented. Students provide their own supplies.

#33262 $110 W 8am–10am 9/10–11/12
Stoughton Lakeview Church
#33263 $110 W 10am–12pm 9/10–11/12
Stoughton Lakeview Church

Knitting Beginning
This course is designed for the beginning knitter. Students 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. Bring size 7, 8, or 9 knitting needles and light-colored worsted-weight yarn to the first class.

#33357 $89 R 6pm–8pm 10/16–12/11
Downtown Education Center

Knitting & Crochet
Beginning students learn equipment selection, basic knitting or crocheting stitches and processes, pattern interpretation, yarn study, perfecting gauge, and joining a seam. Each class starts with basic instructions and review, and then moves on to more complicated concepts and projects. Students should bring size 7 or 8 knitting needles or a size G or H crochet hook and a ball of light colored worsted yarn to the first class.

#33354 $110 M 9:30am–11:30am 9/8–11/10
Dale Heights Presbyterian Church
#33355 $110 T 1pm–3pm 9/9–11/11
Dale Heights Presbyterian Church
#34978 $110 W 9am–11am 9/17–11/19
Verona Senior Center

Knitting All Levels
This course is for beginning as well as advanced knitters. Beginners 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. Advanced students work on projects of their choice. Individual help is provided. Projects may include scarves, cowl, mocs, hoods, and blocking fundamentals. Students provide their own supplies.

#34977 $110 W 1pm–3pm 9/10–11/12
Monona Community Center
#35073 $110 W 1:30pm–3:30pm 10/1–12/10
Waunakee Senior Center

Knitting Hats in the Round
Learn to knit hats for all ages and sizes in the round on circular and double point needles. Sizing, gauge and modifications will be covered. This is a great second project for new knitters. Participants must know how to cast on, knit, purl and bind off. Please bring 240 yds worsted weight yarn, (4) size 7 double pointed needles, 16” size 7 circular needle, darning needle, small crochet hook, stitch marker and tape measure.

#33356 $36 M 6pm–8pm 10/20–11/3
Madison College West

A Year of Knitted Gifts
Join us to work on some new ideas for knitted gifts for Easter, Mother’s Day, Memorial Day, Father’s Day, Fourth of July, Labor Day, Halloween, Thanksgiving, Christmas and more. Students should already know how to cast on, knit, purl, and join in a circle. Bring several colors of regular worsted weight yarn, size 7 or 8 10” circular needles, stitch markers, scissors, a yarn needle and writing materials.

#35074 $36 U 1:30pm–4:30pm 11/9–11/16
Waunakee Village Center

Quilting Beginning
This is for the true quilting beginner. Students start at ‘square one’ learning how to use a rotary cutter and tools to cut fabric. Many techniques for piecing different blocks and attaching borders will be taught while students make a sampler wall hanging or table runner. Quilting and binding will be demonstrated in the last session. Basic sewing skills are required for this course. Students should bring basic sewing supplies such as pins, scissors, seam ripper and tape measure; rotary cutter and quilting ruler are helpful if available.

#33319 $83 R 6pm–9pm 11/6–12/4
Dale Heights Presbyterian Church

Sewing Beginning
Sewing Beginning introduces the basics of sewing. The topics covered include operation of a sewing machine, familiarity with essential equipment, choosing and preparing a pattern, information on fabric and interfacing selection, and construction of simple projects. This is also a great refresher course. Individual help is given along with demonstration of techniques. The sewing lab is well equipped. Students are responsible for bringing sewing materials, which will be discussed at first meeting. Sewing machines are provided.

#34402 $114 T 6:30pm–9:30pm 9/2–10/7
Dale Heights Presbyterian Church
#34403 $114 F 12:30pm–3:30pm 9/12–10/17
Madison College South
#34404 $114 M 6:30pm–9:30pm 9/15–10/20
Dale Heights Presbyterian Church
#34405 $114 U 1pm–4pm 10/12–11/16
Madison College South
#34406 $114 S 1:30pm–4:30pm 10/25–12/6
Madison College South
#34407 $114 W 6:30pm–9:30pm 10/29–12/10
Dale Heights Presbyterian Church
#34408 $114 W 1pm–4pm 10/15–11/19
Dale Heights Presbyterian Church

Become an email subscriber.
Receive early notice of new Madison College continuing education classes in your interest areas at madisoncollege.edu/ce
Sewing Intermediate
This course is a continuation of the Sewing Beginning course and includes lectures and demonstrations. Students will construct a project of their choice that is at the beginner level from a commercial pattern. Other topics include buttonholes, zippers, closures, and some alterations. Individual help is given. The sewing lab is well equipped. Students are responsible for bringing their own sewing materials; sewing machines are provided.

#34410 $114 F 12:30pm–3:30pm 10/31–12/12 Madison College South
#34409 $114 T 6:30pm–9:30pm 10/28–12/2 Dale Heights Presbyterian Church

Sewing All Levels Open Lab
This is a course designed for the student wanting a workspace with sewing equipment for sewing projects. All levels of sewers are welcome. There are no lectures/demonstrations, just individual help with the use of equipment and technique inquiries on individuals’ sewing projects. Students are responsible for bringing their own sewing materials; sewing machines are provided.

#34411 $83 W 6:30pm–9:30pm 10/1–10/22 Dale Heights Presbyterian Church
#34414 $83 F 9am–12pm 11/14–12/12 Madison College South
#34413 $83 R 1pm–4pm 11/6–12/4 Dale Heights Presbyterian Church
#34412 $83 M 1pm–4pm 10/13–11/3 Dale Heights Presbyterian Church

Sewing for the Home
This course is for the beginning to advanced student wanting individual help with the use of equipment, technique, and individual’s sewing projects. Sewing machines are not provided.

#34415 $36 M 1pm–4pm 10/20–10/27 Stoughton Lakeway Church

Sewing Individual Projects
This course is designed for the intermediate and advanced sewer. Short demonstrations, lectures and assistance to the student are given in all aspects of sewing. Students select their own projects. Students are responsible for bringing their own sewing materials; sewing machines are provided only at Madison College South.

#34417 $146 F 9am–12pm 9/12–10/31 Madison College South
#34416 $146 M 9am–12pm 9/8–10/27 Stoughton Lakeway Church

Sewing: Machine Applique
Learn various methods for applique by machine including double needle, bias, raw edge, blanket stitch, mock hand, and satin stitch. Small projects are demonstrated with help for participants’ machines. Students are responsible for bringing their own sewing materials; sewing machines are not provided.

#34418 $89 M 1pm–4pm 9/8–10/6 Stoughton Lakeway Church

Rag Rugs
Reuse and recycle fabric or pare down your fabric stash while making a unique rug that’s decorative and functional. With individual assistance, participants learn quick and easy methods to make a rag rug. Students provide their own supplies.

#34462 $57 M 6pm–9pm 11/3–11/17 Truax Foundation Centre

Upholstery
New students begin on a basic project such as a footstool or a small chair, receive instruction in the use of tools and equipment, and learn about the selection, estimation and application of fabric, basic construction processes such as webbing, springs, rolled edges, frames, fillings, and the use of the upholstery sewing machines. Continuing students work on projects and learn intermediate upholstery techniques such as types of spring construction, stitched edges, rolled edges, deck and nosing of seat, channel backs, buttons and tucks, pillows, etc. Students must purchase fabric and supplies. See registration page for textbook information.

#34454 $240 T 6:30pm–9:30pm 9/2–12/2 Commercial Avenue Campus
#34457 $240 W 6:30pm–9:30pm 9/3–12/10 Commercial Avenue Campus
#34456 $240 W 1pm–4pm 9/3–12/10 Commercial Avenue Campus
#34455 $240 W 8:30am–11:30am 9/3–12/10 St. John’s Catholic Church
#34458 $240 R 6:30pm–9:30pm 9/4–12/11 St. John’s Catholic Church
#34459 $240 S 9am–12pm 9/6–12/13 Commercial Avenue Campus
#34460 $240 M 6:30pm–9:30pm 9/8–12/8 Commercial Avenue Campus

French 2
This course is for students who have some previous knowledge of French, or have successfully completed non-degree French 1. Engage in elementary to intermediate study of phonetics, numbers, travel vocabulary, and verbal communication. See registration page for textbook information.

#34485 $110 MW 6pm–8:30pm 11/3–12/1 Madison College West

German 1
This course is for students with no previous knowledge of the German language. We will be emphasizing German for recreation. Topics include basic phonetics, numbers, foods and travel with very elementary, uncomplicated verbal communication.

See registration page for textbook information.

#34486 $110 TR 6pm–8:30pm 9/4–10/23 Madison College West
#34487 $110 M 6pm–8:30pm 10/20–12/8 Downtown Education Center

Hindi 1
An introductory course in the Hindi language appropriate to the students’ level and age, including vocabulary, grammar, conversation, writing, and syntax. See registration page for textbook information.

#34488 $110 T 6pm–8:30pm 9/2–10/21 Downtown Education Center

NEW! Hmong 1
This is an introductory course to the Hmong Language in "white Hmong" dialect. It is primarily for students with no previous experience or little knowledge about the Hmong culture and its language. Areas of focus will include the Hmong alphabet, numbers, family structures, telling time and vocabulary pronunciation. Moreover, students will learn to speak key phrases and learn simple communication skills. Other concepts that will be explored are the history, the traditions and the people.

#35243 $110 T 6pm–8:30pm 10/28–12/16 Truax Foundation Centre

Italian 1
This course is designed for the beginning student. Emphasis is on basic grammar, comprehension, and pronunciation. See registration page for textbook information.

#34606 $110 T 6pm–8:30pm 9/23–11/11 Madison College West
#34605 $110 W 6pm–8:30pm 9/3–10/22 Downtown Education Center
#34786 $110 M 9:30am–12pm 10/20–12/8 Downtown Education Center

Italian 2
This class is for students with previous Italian knowledge. Students are encouraged to complete Italian 1 before taking this course. Emphasis is on intermediate grammar, comprehension and pronunciation. See registration page for textbook information.

#34607 $110 TR 6pm–8:30pm 11/18–12/16 Madison College West
## WORLD LANGUAGES

### Japanese 1
This course is for students with no previous knowledge of the Japanese language. We will be emphasizing introductory-level Japanese for recreation. Topics include basic pronunciation, alphabets, numbers, travel and ordering food with uncomplicated verbal communication. See registration page for textbook information.

#33265 $110 M 6pm–8:30pm 9/8–10/27
Madison College West

### Japanese 2
Students will spend more time improving their grammar, practicing and building upon sentence patterns, and expanding their vocabularies. Time will also be spent in conversation with fellow students and the instructor in order to become more comfortable with everyday situations and common expressions. See registration page for textbook information.

#33266 $110 M 6pm–9pm 11/3–12/15
Madison College West

### Japanese 3
Students will continue to expand on the vocabulary, grammar, usage and conversation skills begun in levels 1 and 2. Writing skills may also be covered if relevant to the interests of the students.

#35168 $110 T 6pm–8:30pm 9/2–10/21
Madison College West

### Norwegian 1
This class 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 very elementary, uncomplicated verbal communication. This is a very elementary, introductory language course. See registration page for textbook information.

#34638 $110 T 6:30pm–9pm 10/7–11/25
Madison College West

### Russian 1
This course introduces students to the basics of conversational Russian language and grammar. Students have the opportunity to learn to write, read, and speak simple, natural Russian. Russian history and the Russian case system is studied in phases and in conjunction with pertinent real life situations. Students get a sense of Russian literature, culture, and traditions. Students are expected to participate in groups as well as in pairs. This class is useful for traveling or learning about Russian culture. See registration page for textbook information.

#34609 $110 M 6pm–8:30pm 9/15–11/3
Madison College West

### Sign Language 1
Students learn basic skills of the American Sign Language (ASL) used by and for the deaf. This is an introductory course for those wanting to learn a second language or those who want to communicate with people who are deaf or hard of hearing. Clinical and cultural aspects are covered as well as basic tips on how to best communicate with people who have hearing loss. Receptive and expressive sign vocabulary building activities are introduced through class activities stressing conversational skills. Students learn basic ASL questions, commands, and simple sentences. Information about the deaf community is also presented. Students practice with non-verbal/gesture activities, alphabet, and numbers. See registration page for textbook information.

#34469 $150 T 6pm–8:30pm 9/2–10/21
Trux Foundation Centre

#34470 $150 W 6pm–8:30pm 9/3–10/22
Madison College West

#34471 $150 S 9:30am–12pm 10/4–11/22
Madison College West

#34472 $150 TR 6pm–8:30pm 11/11–12/9
Downtown Education Center

### Sign Language 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. See registration page for textbook information.

#34473 $150 M 6pm–8:30pm 9/8–10/27
Downtown Education Center

#34474 $150 M 6pm–8:30pm 10/27–12/15
Madison College West

### Spanish for Travel
This course is tailored to the individual needs of students and covers airport, hotel and restaurant language. Students will spend more time improving their vocabulary, grammar, practicing and building upon sentence structure. Information about the deaf community is also presented. Students practice with non-verbal/gesture activities, alphabet, and numbers. See registration page for textbook information.

#35075 $36 W 9:30am–12pm 10/1–10/8
Sun Prairie Colonial Club

### Spanish 1
This class is designed for students with little or no previous knowledge of Spanish. This is an introductory course in Spanish language appropriate to the students’ level, including basic commands, greetings, colors, numbers, parts of the body, family relationships, time, and foods. See registration page for textbook information.

#34489 $110 T 6pm–8:30pm 9/2–10/21
Madison College West

#34490 $110 TR 6pm–8:30pm 9/4–10/23
Trux Foundation Centre

#35103 $110 M 9:30am–11:30am 9/8–11/10
Sun Prairie Colonial Club

#34491 $110 W 9:30am–11:30am 9/10–11/12
Downtown Education Center

#34492 $110 M 6:30pm–8:30pm 9/22–11/24
Middleton High School

#34493 $110 R 6pm–8:30pm 10/9–12/4
Trux Foundation Centre

#34494 $110 M 6pm–8:30pm 10/20–12/8
Downtown Education Center

### Spanish 2
Spanish 2 is ideal for those who have had some Spanish before and are looking 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 two years of high school Spanish or non-credit Spanish 1. See registration page for textbook information.

#34994 $110 M 8:30am–10:30am 9/8–11/10
Monona Senior Center

#34996 $110 T 9:30am–11:30am 10/4–12/16
Downtown Education Center

#34997 $110 M 6pm–8:30pm 10/27–12/15
Madison College West

#34998 $110 R 6pm–9pm 10/30–12/18
Downtown Education Center

#34999 $110 MW 6pm–8:30pm 11/12–12/10
Downtown Education Center

### Spanish 3
Spanish 3 is a continuation of Spanish 2. Students gain more advanced skills in reading, writing, and speaking Spanish. This course assumes the student has completed three years of high school Spanish or non-credit Spanish 1 and 2. Successful completion of non-credit Spanish 2 recommended. See registration page for textbook information.

#34614 $110 W 6:30pm–8:30pm 9/17–11/19
Middleton High School

### 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.

#34613 $57 TR 6pm–8:30pm 9/18–10/9
Downtown Education Center
**Madison College locations**

**Madison Campuses:**
- Downtown Education Center
  211 N Carroll St., Madison
- Truax Campus
  1701 Wright St., Madison
  (608) 246-6100
- Truax Foundation Centre
  3591 Anderson St., Madison
- Truax Health Building
  1705 Hoffman Street, Madison
- Madison College South
  Villager Mall, 2338 S. Park St.,
- Madison College West
  302 S. Gammon Rd., Madison
- Commercial Ave Education Center
  2125 Commercial Ave., Madison

**Other Locations:**
- Dale Heights Presbyterian Church
  5501 University Ave., Madison
- Madison Senior Center
  330 West Mifflin St., Madison
- McFarland High School
  5104 Farwell St., McFarland
- Middleton High School
  2100 Bristol St., Middleton
- Middleton Senior Center
  7448 Hubbard Ave., Middleton
- Monona Community Center
  1011 Nichols Rd., Monona
- Monona Senior Center
  (Ground Level)
  1011 Nichols Rd., Monona
- Silly Yak Bakery
  7866 Mineral Point Rd., Madison
- Stoughton Lakeview Church
  2200 Lincoln Ave., Stoughton
- Stoughton Senior Center
  248 W Main St., Stoughton
- Sun Prairie Colonial Club
  301 Blankenheim, Sun Prairie
- Verona Senior Center
  108 Pooli St., Verona
- St. John’s Catholic Church
  209 South St., Waunakee
- Waunakee Middle School
  1001 South St., Waunakee
- Waunakee Senior Center
  333 S. Madison St., Waunakee
- Wisconsin Heights Middle School
  10173 Hwy 14, Mazomanie
- Online:
  madisoncollege.edu/ce

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**Fall 2014 registration form**

**Noncredit Classes**

**Part 1 - STUDENT INFORMATION**

DIRECTIONS: All fields with an asterisk (*) must be completed. Privacy information is available at: madisoncollege.edu/ferpa

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<tr>
<th>First Name*</th>
<th>Middle Initial</th>
<th>Last Name*</th>
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<tr>
<th>Student ID</th>
<th>Former Name(s)</th>
<th>Date of Birth (mm/dd/yyyy)</th>
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**Part 2 - REGISTRATION**

Add classes using the fields below. In case first choices are filled/closed, include second choices. Review carefully to prevent scheduling conflicts. Check class availability at: programs.madisoncollege.edu/courses/continuing-education-enrichment. This form cannot be used to add classes after the class start date. All other requests will be considered void. Auto enroll occurs as space becomes available, approximately 7 days prior to class start date. Students enrolled will be responsible for all tuition and fees. Monitor class schedule to confirm enrollment.

**First Choices:**

<table>
<thead>
<tr>
<th>Class Number (5 digits)</th>
<th>Class Title</th>
<th>Campus/Location</th>
<th>Add to waitlist if full?</th>
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**Second Choices:**

<table>
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<tr>
<th>Class Number (5 digits)</th>
<th>Class Title</th>
<th>Campus/Location</th>
<th>Add to waitlist if full?</th>
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**Part 3 - SIGNATURE & AGREEMENT**

By signing and submitting this form, I certify that I agree to Madison College’s payment policies related to the registration above. In the event that I fail to timely comply with the payment obligations of Madison College, I agree to pay all collection costs incurred by Madison College. I understand Madison College may certify any past due balance I incur to the Wisconsin Department of Revenue (WDR) and make a claim for the total due against refunds, overpayments or lottery winnings owed to me by the WDR.

Signature: ___________________________ Date: ____________

*Please do not send payment along with this registration form. Fees listed are approximations available at the time of printing, and you will be billed after class fees are finalized.*
Registration Information – Register now!

BEFORE YOU BEGIN:
• First time students: To facilitate registration, create an account online at madisoncollege.edu/student-status or visit one of our campuses with photo ID.
• It is important that you have the correct address and phone number on file in order to ensure receipt of your invoice as well as any last minute course information. If your information is incorrect, make corrections in your myMadisonCollege Student Center or call (608) 258-2301 for assistance.
• Have alternate class numbers ready to add in case your first choices are full.

Online Registration
Once you have created an account, go to our home page at madisoncollege.edu and click myMadisonCollege. If you have not yet done so, you will need to activate your myMadisonCollege account using the New student? Set up Access Now link on the myMadisonCollege web page to obtain your ID and password. Then login to myMadisonCollege. Click Student Center, then click Enroll, choose the correct Nondegree semester, and enter the 5-digit class number as listed in this booklet.

Telephonic Registration
(608) 258-2301 or 608-473-2301
TDD for Deaf and Hard of Hearing: use 711 (relay) Mon. – Thurs. 8 am – 6 pm | Fri. 9 am – 4:30 pm
Have your student identification number or Social Security Number ready.

In-Person Registration
Visit any Continuing Education office, regional or metro campus office, or Enrollment and Information Centers. Services begin at 8 am Monday thru Thursday.

Continuing Education Offices
West campus, 302 S Gammon, suite 207
Downtown campus, 211 N Carroll, suite D116
Truax Foundation Centre, 3591 Anderson St, Madison

Billing/Invoice
You will receive a bill in the mail after you have registered. Fees listed are subject to change. Students are responsible for all tuition and fees unless they drop the class prior to the class start date, in which case fees may be reduced or refunded in accordance with the WTC Refund/Reduction policy. If you do not officially drop a class, you will be billed for it even if you do not attend.

Cancellation Policy
We must meet minimal enrollment requirements to run a class. If there are insufficient enrollments in a class, it will be cancelled four days prior to the start date. In case of a class cancellation, Continuing Education will attempt to reach students using the contact information on file with the school. Register early to prevent class cancellations!

Class Refund/Reduction Schedule

<table>
<thead>
<tr>
<th>Student Request Date</th>
<th>Percent of Refund/Reduction</th>
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<tbody>
<tr>
<td>Prior to class start date</td>
<td>100% refund.</td>
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<tr>
<td>Prior to 11% of class completed</td>
<td>80% refund.</td>
</tr>
<tr>
<td>From 11% and prior to 20%</td>
<td>60% refund.</td>
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<tr>
<td>This is the last period in which students may drop a degree credit class without receiving an official status of “W” (withdrawn) on their record.</td>
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<tr>
<td>After 20% of class completed</td>
<td>No Refund.</td>
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*NOTE: Often more than 20% of the potential class hours have expired prior to the end of the first class session.*

Waitlists
If a class is full, please join the waitlist; if enough students are waiting. Continuing Education may open additional sections. When a class is full, the next student who tries to enroll is offered the opportunity to join a “waitlist.” The system will (up until 7 days before the class) automatically attempt to enroll the first person on the waitlist when a space opens up, and if successful (e.g. it doesn’t conflict with another course) the person will be enrolled and will be sent both an email to their student account and a letter to their postal address on file to let them know they are enrolled and how to drop if desired. Students may only be on one waitlist per course catalog number. Students should use caution in joining a waitlist for a class in which they do not want to become enrolled and should be sure to have their correct mailing address and phone number in our system.

Grades
600-level enrichment courses are not graded; other noncredit courses are graded on a satisfactory/unsatisfactory basis.

Course Notes
In addition to convenient online management of your schedule, your myMadisonCollege account on our website gives you access to a college email account and an online course search with additional information, such as room numbers and supply lists, for some courses.

If instructors do not contact students regarding supplies, supplies will be discussed at the first class. For many courses, additional supply information is available under myMadisonCollege.

If you have general questions about any of the classes listed, please call the Continuing Education office at (608) 258-2301.

Holiday Notes
Continuing Education classes will not meet on the following dates: 8/26–27, 9/1 and 11/26–30.

Meeting Dates
Days designated “R” and “U” stand for Thursday and Sunday, respectively.

Textbooks/Bookstore
For textbook information, please contact the Madison College bookstore at (608) 246-6016 or visit madisoncollegebookstore.com

Senior Discounts
Students over 62 (and in many cases, over 60) receive a discount which varies depending on the course. Contact (608) 258-2301 for specific course pricing.

Underage Students
Students aged 16 and 17 can register for most courses with no special permission if the subject matter is age-appropriate and the course is not during school hours. Students aged 14 and 15 will need to complete an Under-16 permission form; permission is most often granted when these students enroll together with a parent or guardian. See madison college.edu/underage-registration for information and access to underage registration forms.

About Continuing Education
Continuing Education (part of Community and Corporate Learning – CCL) is committed to promoting and providing a variety of non-credit courses throughout South Central Wisconsin. Madison College is able to offer these courses, which include nontraditional offerings not usually associated with a formal classroom setting, with the cooperation of school districts and community organizations throughout the district. Courses are offered at Madison College campuses and facilities, public schools, senior centers, neighborhood centers, libraries, and area churches.

Corporate Success
Many of the courses in this catalog are available to your business as contract training. For more information see madisoncollege.edu/business-industry-community-services.

Website
Our email subscribers and facebook followers receive early notice of new schedule releases. For more course information including location maps, instructor profiles with photos from our classes, an e-mail contact form, or to join an email list, visit our Website: madisoncollege.edu/ce

Online Learning Badges
Some classes offer online badges that you can earn when you complete certain tasks. For more information go to: madisoncollege.edu/badges
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