



COM-901-BK01	Change Your Attitude & Your Life	72979	LEC	Hargon	BK	S	10a-12p	1/19	1/17	20	\$32
Take charge of your life and get more of what you want from it. This workshop will help you change your attitude AND your life.											
COM-901-BK02	Coaching Yourself & Others	72980	LEC	Hawkins	BK	TWTH	3p-5p	1/8-1/10	1/4	30	\$59
Learn five enablers to great coaching – whether coaching yourself to achieve an ambition, coaching athletes to outperform the competition, or coaching employees to improve performance.											

first time users, see pg. 8 of the credit section

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Continuing Ed / Noncredit

Enter **gold synonym #**

Page 2				Non Credit Classes							Page 2		
	Course Code	Course Title	Syn #	Class Type	Instructor	Loc	Days	Start-End Time	Start-End Date	Refund Date	Limit	Fee	
COMMUNICATION CONTINUED...													
COM-901-BK03	Creating Celebrations	72981	LEC	Barratt	BK	S	10a-3p	4/13	4/11	40	\$40		
This inspiring course presents abundant resources for anyone searching for practical and fun ways to bring more meaning and wholeness into their family and community. Iris Barratt guides you through the simple steps that honor everyday events and milestones to create the kinds of celebrations that lead to everlasting happy memories.													
COM-901-BK04	Creating Sustainable Confidence	72982	LEC	Lane	BK	S	1p-4p	3/23	3/21	20	\$30		
Learn how to identify the obstacles to your confidence, how to change your "fear" stories, and tools for "living out loud."													
COM-901-BK05	Embracing Your Totality	72984	LEC	Lane	BK	S	1p-4p	3/30	3/28	20	\$30		
Learn the art of being present in each moment as you learn to identify and embrace your totality.													
COM-901-BK06	Lighten Your Load by Laughing	72985	LEC	Lane	BK	S	1p-4p	4/6	4/4	20	\$30		
Learn to find the humor in life to deal more easily with its constant challenges. Laughing positively impacts your state of mind, state of body, and it is contagious.													
COM-901-BK07	Respectful Truth Telling	72986	LEC	Hargon	BK	S	10a-12p	2/23	2/21	20	\$32		
Transform your life and improve your relationships. When we speak our truths we get more of what we truly want in our lives.													
COM-901-BK08	Transform Your Life with Meditation and Mindful Communication	72988	LEC	Koerner	BK	S	9a-4p	2/16	2/14	20	\$59		
Through silent and oral practices facilitated by Zen instructor Jane Koerner, tap into your innate capacity for greater joy, concentration, and equanimity.													
COM-901-BK09	Vocalizing Your Story	72989	LEC	Lane	BK	S	1p-4p	4/13	4/11	20	\$30		
Your story is important. Refining your storytelling skills in everyday conversation will give depth to your personal and professional relationships.													
COM-901-DL01	Effective Listening Skills	72991	LEC	Lelo	DL	W	7p-9p	3/27	3/25	15	\$29		
Understand how developing your listening skills can increase success in both your professional and personal lives.													
COM-901-DL21	Success with Difficult People	71917	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Learn how to have more successful relationships with difficult bosses, co-workers, students, neighbors, or relatives.													
COM-901-DL22	Get Assertive!	71918	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Find out how you can stop others from intimidating you or treating you poorly.													
COM-901-DL23	Get Funny!	71919	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Learn how to use humor to speak more effectively, write better, and increase your popularity.													
COM-901-DL24	Keys to Effective Communication	71920	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Lost for words? Don't be! Learn to build rapport, trust, warmth, and respect through conversation.													
COM-901-DL25	Leadership	71921	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Gain the respect and admiration of others, exert more control over your destiny, and enjoy success in your professional and personal lives.													
COM-901-DL26	Listen to Your Heart and Find Success	71922	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Design a life that makes you happy by learning how you can use work to express yourself and share your interests and talents.													
COM-901-DL27	Mastering Public Speaking	71923	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Learn the secrets of effective public speaking and small group communication.													
COM-901-DL28	Merrill Ream Speed Reading	71924	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Acclaimed speed reading expert teaches you how to save yourself time by reading faster with better comprehension.													
COMPUTERS													
CIS-901-BK01	Intro to iPad & iPhone	72993	LEC	Sanchez	BK	F	6p-7:50p	1/25	1/23	24	\$25		
CIS-901-BK02	Intro to iPad & iPhone	72994	LEC	Sanchez	BK	TH	2p-3:50p	2/21	2/19	24	\$25		
CIS-901-BK03	Intro to iPad & iPhone	72996	LEC	Sanchez	BK	F	6p-7:50p	3/29	3/27	24	\$25		
Learn to find your way around your iPhone and iPad. Get to know the App Store, and use it to find useful free apps and figure out which ones are worth paying for.													
CIS-901-BK04	Intro to Adobe PhotoShop	72212	LEC	Karden	SHS	W	3:30p-5:30p	1/16-1/30	1/14	28	\$50		
Learn the basics of Adobe PhotoShop. This introductory course will make you comfortable with one of the most popular photo editing tools. Meets at Summit High School.													
CIS-901-BK05	Intermediate Adobe PhotoShop	72213	LEC	Karden	SHS	W	3:30p-5:30p	2/6-2/20	2/4	28	\$50		
Become more skilled at using PhotoShop to edit digital images. Meets at Summit High School.													
CIS-901-DL21	Navigating the Internet	71808	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Master the ins and outs of the Internet with this informative behind-the-scenes look at the web, search engines, email, and more.													
CIS-901-DL22	Introduction to Microsoft Excel 2010	71798	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Become proficient in using Microsoft Excel 2010 and discover dozens of shortcuts and tricks for setting up fully formatted worksheets quickly and efficiently.													
CIS-901-DL23	Intermediate Microsoft Excel 2010	71796	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Take your Microsoft Excel 2010 skills to the next level as you master charts, PivotTables, Slicers, Sparklines, and other advanced Excel features.													
CIS-901-DL24	Intro to Microsoft Outlook 2010	71799	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Take control over your meetings, emails, and to-do lists by mastering the essentials of Microsoft Outlook 2010.													
CIS-901-DL25	Intro to Microsoft PowerPoint 2010	71800	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Learn how to use Microsoft PowerPoint 2010 to create exciting slide presentations that include SmartArt, multimedia, animation, sound, charts, clip art, & hyperlinks.													
CIS-901-DL26	PowerPoint 2010 in the Classroom	71806	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Learn how to motivate students and enrich your lessons by bringing Microsoft PowerPoint 2010 into your classroom.													
CIS-901-DL27	Intro to Microsoft Publisher 2010	71801	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Learn how to design professional publications, including newsletters, fliers, and brochures, with Microsoft Publisher 2010.													
CIS-901-DL28	Introduction to Microsoft Word 2010	71804	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Learn how to create and modify documents using Microsoft Word 2010, the world's most popular word processing program.													
CIS-901-DL29	Intermediate Microsoft Word 2010	71797	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Master the more advanced features of Word 2010 and learn how to create an index, design a table of contents, do desktop publishing, perform a mail merge, and more.													
CIS-901-DL30	Word 2010 in the Classroom	71807	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Master Microsoft Word 2010 and get the training you need to use and teach this powerful program effectively in the classroom.													
CIS-901-DL31	What's New in Office 2010	71810	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Get up to speed on MS Office 2010 and learn how to use the new features of Word, Excel, PowerPoint, and Access.													
CIS-901-DL32	Introduction to QuickBooks 2012	71802	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Learn how to quickly and efficiently gain control of the financial aspects of your business with this powerful accounting software program.													
CIS-901-DL33	QuickBooks 2012 for Contractors	71809	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Learn to utilize the Premier Contractor Edition of QuickBooks 2012 to create custom contract estimates, track time and materials, generate powerful reports, and more.													
CIS-901-DL34	Mac, iPhone & iPad Programming	71805	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Learn to create Mac, iPhone, and iPad apps and programs using Objective-C and the Xcode compiler.													
CIS-901-DL35	Introduction to PC Security	71795	WEB	Online instructor-led course. Monthly start dates in JAN, FEB, MAR, APR.							\$125		
Use ethical hacking techniques to locate and close security holes in your own network.													

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CULINARY WORKSHOPS CONTINUED...

CUA-901-BK31	Flavor Dynamics	72702	LEC	Culinary Staff	BK	W	6p-9p	1/23	1/21	12	\$42
CUA-901-BK32	Flavor Dynamics	72703	LEC	Culinary Staff	BK	T	6p-9p	4/2	3/29	12	\$42
Learn the many facets of developing and maximizing flavors in food. Discover the many uses for oils, vinegars, and fresh herbs. Emphasis will be placed on cooking without recipes, using substitutions, and learning to cook by looks, aroma, feel, taste and natural intuition.											
CUA-901-BK33	Fusion Cuisine	72704	LEC	Culinary Staff	BK	T	6p-9p	2/5	2/1	12	\$42
Use traditional cooking methods mixed with contemporary ideas and world flavors. Explore the world spice cabinet along with the uses of many ethnic ingredients while you prepare items such as Phyllo Wrapped Shrimp with Grilled Peaches, Ginger Infused Sea Scallops, Mint Dijon Grilled Lamb Chops and more.											
CUA-901-BK34	Healthy Cuisine	72705	LEC	Culinary Staff	BK	W	6p-9p	2/13	2/11	12	\$42
Don't let the title fool you...healthy food is delicious and nutritious. This workshop focuses on modifying your menus and cooking techniques to incorporate healthy eating options. Learn the rules of developing a healthy diet as well as how to incorporate various oils, vinegars, fresh herbs, spices and lean animal proteins into your daily cooking.											
CUA-901-BK35	Introduction to Sauces	72706	LEC	Culinary Staff	BK	W	6p-9p	3/13	3/8	12	\$42
Intro to sauces is a great class for at home cooks of any level. It will look at many of the classic mother sauces such as Veloute, Bechamel, Tomato, and Brown Sauce plus give an in depth explanation of how to integrate these traditional sauces into your daily cooking as well as some new world sauces.											
CUA-901-BK36	Italian Breads	72707	LEC	Schwartz	BK	T	10a-3p	2/19	2/15	6	\$42
A sequel to our Artisan Bread class (a recommended but not mandatory prerequisite) we venture into Italy to learn some classic Italian style breads. Learn the importance of a Biga in preparing Ciabatta, Rustic Whole Wheat Olive and Rosemary bread, Grissini and an Italian favorite, Biscotti.											
CUA-901-BK37	Knife Skills	72708	LEC	Culinary Staff	BK	M	10a-1p	2/18	2/15	12	\$35
CUA-901-BK38	Knife Skills	72710	LEC	Culinary Staff	BK	W	6p-9p	4/24	4/22	12	\$35
Knife Skills is one of our most popular classes and is recommended for anyone who is serious about improving their cooking skills. Learn about the selection, care and proper use of cutlery. Cutlery will be provided by CMC. This is a hands-on class with an emphasis on developing basic knife skills while learning classical vegetable cuts.											
CUA-901-BK39	Pan Sauces	72711	LEC	Culinary Staff	BK	T	6p-9p	3/19	3/8	12	\$46
Pan sauces are the basis for many popular restaurant dishes. Learn the secrets of a professional Saucier as we prepare a variety of both classical and contemporary dishes such as Steak au Poivre, Chicken Chasseur, Veal Piccata, Sautéed Lamb Medallions with Rosemary Zinfandel Reduction and Seared Salmon with Chives, Lemon and White Wine.											
CUA-901-BK40	Pasta Favorites	72712	LEC	Culinary Staff	BK	T	6p-9p	1/29	1/25	12	\$42
CUA-901-BK41	Pasta Favorites	72713	LEC	Culinary Staff	BK	W	6p-9p	4/10	4/8	12	\$42
Anytime is the perfect time to enjoy your favorite pasta dishes. Learn a chef's secrets for preparing restaurant quality pasta dishes at home. Learn to prepare Spaghetti ala Carbonara, Fettuccini Alfredo, Linguini with Clams, Pasta Primavera, Spaghetti Bolognese and more.											
CUA-901-BK42	Savory Pot Pies	72714	LEC	Culinary Staff	BK	T	6p-9p	2/19	2/15	12	\$42
As the mountain evenings begin to turn cold, it's a perfect time of year to warm your soul with delicious pot pies. Prepare classics like chicken and beef pot pies as well as some new winter time favorites using salmon, shrimp, scallops and roasted root vegetables.											
CUA-901-BK43	Seafood 101	72715	LEC	Culinary Staff	BK	T	6p-9p	3/12	3/8	12	\$46
Under the guidance of a professional chef instructor, learn the ABC's of fish and shellfish cookery. Learn how to select, store, fabricate, and prepare a variety of seafood items. Using a seasonal menu format, you will learn to prepare dishes using items such as salmon, halibut, trout, tuna, shrimp, scallops, calamari and crab.											
CUA-901-BK44	Soups I	72716	LEC	Schwartz	BK	TH	6p-9p	1/31	1/29	12	\$42
This class covers the basics of stocks and entry level soup making. Students learn a variety of soup making methods including clear soups, pureed soups and creamed soups.											
CUA-901-BK45	Soups II	72718	LEC	Schwartz	BK	TH	6p-9p	2/21	2/19	12	\$42
This class focuses on American classics. Learn to prepare a variety of American classics each with a different twist. Soups might include Mom's Old Fashioned Chicken Noodle, Nebraska Corn Chowder, Old Fashioned Split Pea with Country Ham, Anasazi Bean with Chorizo, Creamy Chicken with Mushroom, Asparagus and Wild Rice and more.											
CUA-901-BK46	Soups III	72719	LEC	Schwartz	BK	W	6p-9p	3/6	3/4	12	\$42
This class focuses on international soups. Prepare French Potato Leek, French Onion Soup Gratinee, Indian Mulligatawny, Cuban Black Bean, Italian Minestrone & many more.											
CUA-901-BK47	Soups IV	72720	LEC	Schwartz	BK	W	6p-9p	3/27	3/25	12	\$42
The fourth class of a five part series will focus on hearty winter favorites. Learn to prepare favorites such as Chili Rojo, Roast Pork Green Chili, Lamb and Black Bean Chili, New Orleans Seafood Gumbo, Shrimp and Sausage Jambalaya and High Country Elk Stroganoff.											
CUA-901-BK48	Soups V	72721	LEC	Schwartz	BK	TH	6p-9p	4/11	4/9	12	\$42
The final class of the five part series focuses on the wide variety of soups eaten in Southeast Asia. Learn to make soups like Hot and Sour Shrimp, Miso with Tuna and Fresh Ginger, Vietnamese Pho, Thai Pumpkin with Coconut, Chicken Laska, and more.											
CUA-901-BK49	Sushi	72722	LEC	Culinary Staff	BK	W	6p-9p	2/20	2/18	12	\$42
CUA-901-BK50	Sushi	72723	LEC	Culinary Staff	BK	T	6p-9p	3/26	3/22	12	\$42
Learn the basic skills that will enable you to make authentic sushi at home. Learn the secrets of preparing and seasoning sticky rice along with basic rolling techniques. Prepare items such as Tuna Roll, Shrimp Tempura with Cucumber and Avocado, as well as vegetarian options like Tempura Asparagus Rolls.											
CUA-901-BK51	Winter One-Pot Meals	72724	LEC	Culinary Staff	BK	T	6p-9p	1/22	1/18	12	\$42
'Tis the season for delicious, hearty winter meals. But we don't want too much time cooking getting in the way of your work, school or play. Join us in this hands-on workshop as we learn to prepare simple, tasty and convenient one-pot meals.											
CUA-901-BK52	Cinco de Mayo	72728	LEC	Culinary Staff	BK	F	6p-9p	5/3	5/1	12	\$42
Come celebrate Cinco de Mayo with a festive cooking class. Prepare a variety of festive dishes from the many regions of Mexico and finish with a frozen margarita.											

VEGETARIAN

These hands-on classes concentrate on delicious and creative meals that eliminate the use of traditional animal proteins. Whether you are a strict vegetarian or simply want to bring more creativity to your menus, these are the perfect classes for you. Students must be at least 17 years old.

CUA-901-BK53	The Art of Vegetables	72729	LEC	Buchanan	BK	TH	6p-9p	1/17	1/15	12	\$42
CUA-901-BK54	The Art of Vegetables	72730	LEC	Buchanan	BK	TH	6p-9p	5/2	4/30	12	\$42
Let a professional chef show you how to bring fresh vegetables off of the sidelines and into the mainstream. Learn dishes such as Steamed Artichoke with Basil Aioli, Roasted Beet, Green Bean and Goat Cheese Salad with Mint and Warm Pistachio Vinaigrette and for dessert Spiced Butternut Squash Tart.											
CUA-901-BK55	Global Vegetarian	72732	LEC	Buchanan	BK	TH	6p-9p	2/7	2/5	12	\$42
Many cultures around the world benefit from eating vegetarian cuisine...and it is delicious! This class explores the fundamentals of vegetarian food while touring the globe experimenting with many ethnic flavor profiles. Take a trip through Asia, Europe, Africa and the Americas. This class is great for those who aren't vegetarian too.											
CUA-901-BK56	Strictly Vegetarian	72733	LEC	Buchanan	BK	TH	6p-9p	3/7	3/5	12	\$42
This hands-on class will concentrate on preparing delicious and creative meals while eliminating the use of traditional animal proteins. A variety of cooking techniques and protein alternative products such as lentils, beans, tofu and tempeh will be used in preparing appetizers, soups, salads, and center of the plate entrees.											
CUA-901-BK57	Vegetarians & Vegans Unite	72734	LEC	Buchanan	BK	TH	6p-9p	4/4	4/2	12	\$42
This class explores the variety and diversity of vegetarian and vegan cuisine. Learn to take various exciting ethnic and domestic recipes and toggle them between vegetarian and vegan preparations. This is great class for non-vegetarians too!											

CMC Online Continuing Education

We offer a wide range of highly interactive online courses that are affordable, fun, fast, and convenient. Online courses last six weeks and have multiple start dates including January 16, February 20, March 20, and April 17. The refund date for all Continuing Education courses is two business days prior to the start of class.

To enroll follow the steps below:

1. For information about registration call CMC at 970-468-5989 or 970-453-6757
2. After registering with CMC, go to ed2go.com/cmc
3. At the online course site, find your course and complete a simple registration process

