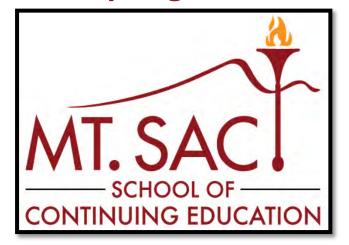
Vocational Re-Entry Class Schedule Spring 2024



# February 26 to June 16, 2024 Holidays: 4/1 and 5/27 Sign up today!

# **Contact Us**

## Phone

Registration inquiries: 909-274-4220 Program inquiries: 909-274-4192

Email

vre@mtsac.edu

Version 4: Updated 1/29/24 Schedule subject to change.

# **Table of Contents**

Class Location Key	
Registration Information	5
Additional Program Information	7
Class Schedule	9
Sewing, Jewelry, and Other Artisan Crafts	9
VOC ESD02 Production of Boutique Crafts for Retail Sales	9
VOC ESD09 Sewing and Design	9
VOC ST1 Sewing and Tailoring 1	10
VOC ST2 Sewing and Tailoring 2	10
VOC ESD07 Handcrafted Needlework/for Retail Sales and Boutique	10
VOC ESD10 Beginning Decorative Production for Retail Sales	10
VOC ESD11 Intermediate Decorative Art Production for Retail Sales	11
VOC ESD08 Jewelry Production and Design for Retail Sales	11
VOC ESD15 Jewelry and Lapidary Production Design	11
Computer Skills	12
VOC CPBC1 Basic Computing – Level 1	12
VOC CPBC2 Basic Computing – Level 2	12
VOC CPNET Basic Computing – Internet Research	13
VOC BCPP2 PowerPoint Basics 2	14
VOC BCDP Desktop Publishing	14
VOC CPBE1 Basic Excel – Level 2	15
VOC CPBE1 Basic Excel – Level 3	15
VOC MIT Mobile Information Technology	16
VOC CPCC Creative Computing	17
VOC CPDI Digital Photography for the Beginner	17
Home Based Business	18
VOC HBB1 Starting a Home-Based Business	18
VOC HBB2 Managing and Growing Your Home-Based Business	18
Home Gardening	19
VOC AGR-G Home Gardening	
SCE SOS Tech Support	21
Semester Dates	22

# **Class Location Key**

#### BPSC ... Baldwin Park Julia McNeil Senior Center

4100 Baldwin Park Blvd, Baldwin Park, CA 91706 (626) 813-5245

#### **CSCC ... Covina Senior & Community Center**

815 North Barranca Avenue Covina, CA 91723 Phone: (626) 430-2284

#### **CMRMPK ... Cameron Park, West Covina**

1305 E Cameron Avenue West Covina, CA 91791 Phone: (626) 919-6966

# DBC ... Diamond Bar Center

1600 S. Grand Ave. Diamond Bar, CA 91765 Phone: (909) 839-7070

# ESGVJC ... East San Gabriel Valley Japanese Community Center

1203 W Puente Avenue West Covina, CA 91790 Phone: (626) 960-2566

**GSC ... Gibson Senior Center** 250 N. 3<sup>rd</sup> Ave., Upland, CA 91786 Phone: (909) 981-4501

## HERI ... Heritage Park Community Center

2900 Brea Canyon Rd. Diamond Bar, CA 91765 Phone: (909) 396-5699

#### **IRC ... Irwindale Recreation Center**

5050 Irwindale Ave. Irwindale, CA 91706 Phone: (626) 430-2248

#### **IRWN ... Irwindale Senior Citizen's Center**

16116 Arrow Hwy. Irwindale, CA 91706 Phone: (626) 430-2284

#### LV ... La Verne Community Center

3680 D Street La Verne, CA 91750 Phone: (909) 596-8776

#### Mt. SAC ... Mt. San Antonio College

1100 N. Grand Ave. Walnut, CA 91789 Phone: (909) 274-4220

#### **PATH ... Rowland Heights Community Center**

18150 Pathfinder Rd. Rowland Heights, CA 91748 Phone: (562) 691-1624

#### **PLUM ... Stanley Plummer Building**

245 E. Bonita Ave. San Dimas, CA 91773 Phone: (909) 394-6290

#### **PSC ... Palomares Senior Center**

499 East Arrow Highway Pomona, CA 91767 Phone: (909) 620-2324

#### **PVPK ... Palmview Park, West Covina**

1340 E Puente Ave, West Covina, CA 91790 Phone: (626) 919-6966

#### SD ... San Dimas Senior/Community Center

201 E. Bonita Ave. San Dimas, CA 91773 Phone: (909) 394-6293

#### SOP ... Shadow Oak Park

2121 Shadow Oak Dr. West Covina, CA 91792 Phone: 626-965-0328

#### WALT ... Walnut Senior Center

21215 La Puente Rd. Walnut, CA 91789 Phone: (909) 598-6200

#### WCSCC ... West Covina Senior Citizen's Center

2501 E. Cortez St. West Covina, CA 91791 Front desk (626) 331-5366

#### WPK ... Washington Park

865 E. Grand Avenue Pomona, CA 91766 Phone: (909) 620-2305

#### WSSC ... William Steinmetz Senior Center

1545 South Stimson Avenue Hacienda Heights, CA 91745 Phone: (626) 934-7041

# **Registration Information**

# Registration is happening now. Sign up today!

#### How to Register for a Class

Students can register for classes online, in person, or by meeting with their counselor.

**To register online,** complete the noncredit application online each semester. After completing the noncredit application, we will email you a personalized registration link where you can select your classes. The noncredit application is available online at <u>www.mtsac.edu/noncreditapp</u>

**To register in person,** complete a white registration card. This registration card serves as your application and registration document. You can get a blank white registration card from your teacher. After filling it out completely, please give it back to your teacher for processing.

**\*\*In Person Technology Classes & Select Sewing Classes** (sewing class CRNs 43563, 43564 and 43560): You must come in person to the center where you plan to take class to register for all in person computer classes. Each person must register for themselves. Students may not register for anyone else. Registration is first come first served. If you miss the dates listed below, you may attend on the first day of class to see if space is still available.

,, ,	1	I	
Wednesday, January 17	10am-12pm	Irwindale Senior Center	
Tuesday, January 23	9am-11am	West Covina Senior Citizen's Center	
Wednesday, January 24	10am-12pm	La Verne Community Center	
Friday, January 26	10am-12pm	Baldwin Park Julia McNeill Senior Center	
Monday, January 29	9am-11am	San Dimas Senior/Community Center	
Tuesday, January 30	10am-12pm	Diamond Bar Center	
Thursday, February 1	10am-12pm	Palomares Senior Center, Pomona	
Tuesday, February 6	9am-11am	Walnut Senior Center	
Wednesday, February 7	2pm-4pm	Gibson Senior Center, Upland	

## Need help?

Come see us in person! We have application workshops and registration support dates out in the community at a location near you. See the following pages for details.

# **Spring 2024 Registration Support Dates**

## Registration begins on Tuesday, January 16.

If you need assistance with your registration please come see us at the days, times, and locations listed below. We can assist with your online application, or help you with the paper registration forms. We look forward to seeing you!

Date	Time	Location
Wednesday, January 17	10am-12pm	Irwindale Senior Center
Monday, January 22	10am-12pm	Heritage Park, Diamond Bar
Tuesday, January 23	9am-11am	West Covina Senior Citizen's Center
Wednesday, January 24	10am-12pm	La Verne Community Center
Friday, January 26	10am-12pm	Baldwin Park Julia McNeill Senior Center
Monday, January 29	9am-11am	San Dimas Senior/Community Center
Tuesday, January 30	10am-12pm	Diamond Bar Center
Wednesday, January 31	10am-12pm	Washington Park Community Center,
weathesday, January 51	10am-12pm	Pomona
Thursday, February 1	10am-12pm	Palomares Senior Center, Pomona
Monday, February 5	10am-12pm	Covina Senior Center
Tuesday, February 6	9am-11am	Walnut Senior Center
Wednesday, February 7	2pm-4pm	Gibson Senior Center, Upland
Thursday, February 8	9am-11am	Mt. SAC, Bldg. 40 – Rm. 138
Tuesday, February 12	2pm-4pm	Online via Zoom
Tuesday, February 13	2pm-4pm	https://tinyurl.com/reghelp2024
Wednesday, February 14	10am-12pm	Online via Zoom
	Togui-TShu	https://tinyurl.com/reghelp2024

## **\*\*VRE In Person Technology Classes & Select Sewing Classes**

(Sewing class CRNs 43563, 43564 and 43560)

You must come in person to the center where you plan to take class to register for all in person computer classes. Dates and time for registration at each site are listed above. Each person must register for themselves. Students may not register for anyone else. Registration is first come first served.

If you miss the dates listed above, you may attend on the first day of class to see if space is still available. Or, you can contact the professor.

# **Additional Program Information**

# About the Vocational Re-Entry Program

Mt. San Antonio College's School of Continuing Education offers vocational re-entry (VRE) courses and certificates for adults returning to the workforce and as a means of supplemental income. Classes are available online, on campus, and at various locations and community centers. Students enroll in these classes to learn vocational skills that they can use to start a new career, start their own business, earn additional income, or to support their community. Students can earn certificates in Office Computer Applications, Basic Excel Applications, Basic Computer Presentations & Publication, Microenterprise, or Sewing & Tailoring.

# Do you have questions about a class?

All faculty members teach their classes slightly differently based on their knowledge, expertise, and teaching philosophy. It is the policy of Mt. San Antonio College to maintain and encourage freedom for its faculty, within the law, of inquiry, teaching and research, and the pursuit of knowledge. If you have questions about a specific class, we encourage you to email the faculty member.

# **Course Modality**

Course Modality refers to how an instructor delivers their course.

- In Person Learning takes place at a physical location at specific days/times.
- **Synchronous Learning** is online learning that happens in real time. This means that you, your classmates, and your instructor interact in a Zoom call through Canvas at a specific time.
- Asynchronous Learning is online learning that happens both in real time and on your schedule. All asynchronous classes have a weekly live Zoom call. In addition to the Zoom call, you are responsible for doing some work independently. You will be required to read, watch videos, participate in online discussion forums, or complete assignments outside of the scheduled Zoom time. You have the ability to access and satisfy these requirements within a flexible time frame.

## Counseling

Our Vocational Re-Entry (VRE) counselors provide career, academic, and personal guidance. If you are in need of support, they can connect you with applicable campus and community services. They are here to help you achieve your goals!

If you are in need of counseling, please contact us at 909-274-4192 to schedule an appointment.

## **VRE Programs**

## **Office Computer Applications - Level 1**

This certificate is certificate is designed to prepare students for entry-level office support employment. Completion of the certificate provides students with basic skills for a computerized office environment.

#### **Office Computer Applications - Level 2**

This certificate in Office Computer Applications - Level 2 prepares students with an array of office computer skills for a computerized office environment.

#### **Basic Excel Applications**

This certificate in Basic Excel Applications is customized to meet the needs of the entry level adult student or professional, who is seeking to acquire Microsoft Excel computer skills used in today's emerging computerized office environment.

## **Basic Computer Presentation and Publication**

This certificate in Basic Excel Applications is customized to meet the needs of the entry level adult student or professional, who is seeking to acquire Microsoft Excel computer skills used in today's emerging computerized office environment.

## Microenterprise

This certificate is designed to prepare students to start and manage a home-based business for selfemployment or obtain a job in the field of business management. Students will gain knowledge and skills in the essentials of starting a small business, requirements of local/state/federal organizations, and best practices in hiring as well as in sales and marketing strategies.

## **Sewing & Tailoring**

This certificate in Sewing and Tailoring is customized to meet the needs of the entry level adult student or professional, who is seeking to acquire specific skills used in today's emerging fashion industry for tailors, dressmakers or custom sewers to master each phase of the apparel process to produce made-to-measure garments. Jobs such as alterations sewer, alterations tailor, bridal gown fitter, coat cutter, coat maker, couture dressmaker, dress fitter, fur tailor, garment fitter, and suit maker.

If you'd like to learn more about earning a certificate, please meet with a counselor. Contact us at 909-274-4192 to schedule an appointment.

# **Class Schedule**

# Sewing, Jewelry, and Other Artisan Crafts

# **VOC ESD02 Production of Boutique Crafts for Retail Sales**

Design and production of boutique crafts. Includes marketing, pricing, cost analysis, and use of emerging technology.

CRN	Day(s)	Start Time	End Time	Start Date	End Date	Location	Instructor & Email
43554	W	12:30 PM	3:35 PM	2/28	6/12	РАТН	Berumen, Noelia nberumen4@mtsac.edu

# **VOC ESD09 Sewing and Design**

Basic Sewing techniques, including basic tailoring, pattern reading, cutting and style design to construct professional-looking garments.

CRN	Day(s)	Start Time	End Time	Start Date	End Date	Location	Instructor & Email
42550		0.00 004	11.25 444	2/20	C/10	117	Stringfellow, Susan
43559	M	9:00 AM	11:35 AM	2/26	6/10	LV	sstringfellow1@mtsac.edu
**43560	м	12:30 PM	3:35 PM	2/26	6/10	LV	Berumen, Noelia
45500	IVI	12.50 PIVI	5.55 PIVI	2/20	6/10	LV	nberumen4@mtsac.edu
43561	м	3:30 PM	5:20 PM	2/26	6/10	GSC	Stringfellow, Susan
45501	IVI	5.50 PIVI	5.20 PIVI	2/20	0/10	630	sstringfellow1@mtsac.edu
43562	NA	M 5:30 PM	8:35 PM	2/26	6/10	SD	Sanchez, Angelica
45502	101	J.30 FIVI	0.55 FIVI	2/20	0/10	30	asanchez487@mtsac.edu
**43563	Th	Th 9:00 AM	12:15 PM	2/29	6/13	DBC	Stringfellow, Susan
45505	111	9.00 AIVI	12.13 PIVI	2/29	0/15	DBC	sstringfellow1@mtsac.edu
**43564	Th	12:20 PM	3:35 PM	2/29	6/13	DBC	Stringfellow, Susan
45504	111	12.20 PWI 5.55 PWI 2/29 0/15 DBC	DBC	sstringfellow1@mtsac.edu			
43565	Th	1:00 PM		2/29	C/12	BPSC	Berumen, Noelia
45505		1.00 101	3:50 PM	2/29	6/13	Drju	nberumen4@mtsac.edu

# VOC ST1 Sewing and Tailoring 1

Patternmaking and garment fitting with flat pattern and draping methods, learned through process of creating a personal fitting form.

CRN	Day(s)	Start Time	End Time	Start Date	End Date	Location	Instructor & Email
43678	W	9:00 AM	12:05 PM	2/28	6/12	LV	Stringfellow, Susan sstringfellow1@mtsac.edu

# VOC ST2 Sewing and Tailoring 2

Haute couture garment construction, including couture tailoring techniques for inner structure, finishing, and achieving superior overall appearance.

CRN	Day(s)	Start Time	End Time	Start Date	End Date	Location	Instructor & Email
43679	W	12:30 PM	3:35 PM	2/28	6/12	LV	Stringfellow, Susan sstringfellow1@mtsac.edu

# VOC ESD07 Handcrafted Needlework/for Retail Sales and Boutique

Needlework technique including knitting, crocheting, embroidery, needlepoint for plastic canvas and emerging technology to construct finished products for sale.

CRN Dav(s)	Start Time	End Time	Start	End	Location	Instructor & Email	
CAR			Date	Date	Location		
43555	М	1:30 PM	4:20 PM	2/26	6/10	CSCC	Beightol, Donna
-3333	IVI	1.501101	4.20 PWI 2/28 8/10 CSC	CSCC	dbeightol@mtsac.edu		
	т	0.00 4 14		2/27	6/11	SD	Beightol, Donna
43556	5 T 9:00 AM 11:50 AM 2	2/2/	0/11	SD	dbeightol@mtsac.edu		

# **VOC ESD10 Beginning Decorative Production for Retail Sales**

Introduction to decorative painting including painting on a variety of surfaces using tole brush strokes used in folk art.

CRN	Day(s)	Start Time	End Time	Start Date	End Date	Location	Instructor & Email
43200	М	6:00 PM	8:30 PM	2/26	6/10	ONLINE - Synchronous	Beightol, Donna dbeightol@mtsac.edu

# **VOC ESD11 Intermediate Decorative Art Production for Retail Sales**

Intermediate tole art brush strokes on a variety of surfaces using acrylic paints and associated mediums to create products.

CRN	Day(s)	Start Time	End Time	Start Date	End Date	Location	Instructor & Email
43567	Th	1:00 PM	3:35 PM	2/29	6/13	SD	Beightol, Donna dbeightol@mtsac.edu

# **VOC ESD08 Jewelry Production and Design for Retail Sales**

Design and construct wire-worked jewelry using beads and stones with various methods of wire wrapping, coiling, hammering and emerging technology.

CRN Dav(s)	Ctort Times	End Time	Start	End	Location	Instructor & Email	
CRN	Day(s)		me End Time	Date	Date	LOCATION	
43557	E	8:55 AM	12:00 PM	2/1	6/14	SD	Paphatsarang, Bounyou
45557	Г	0.55 AIVI	12.00 PIVI	00 PM 3/1 6/14 SD	30	bpaphatsarang@mtsac.edu	
43558	Е	12:55 PM	4:00 PM	2/1	6/14 WALT		Paphatsarang, Bounyou
43338	Г	12.55 PIVI	4.00 PIVI	3/1		VVALI	bpaphatsarang@mtsac.edu

# **VOC ESD15 Jewelry and Lapidary Production Design**

Jewelry making, stone cutting, polishing, and lapidary work, using emerging technology.

CRN	Day(s)	Start Time	End Time	Start Date	End Date	Location	Instructor & Email
43568	Th	1:00 PM	3:50 PM	3/21	/21 6/13	Mt. SAC;	ТВА
43300		1.001101	5.501101	5721	0/13	80-1200	vre@mtsac.edu

# **Computer Skills**

# VOC CPBC1 Basic Computing – Level 1

Introduction to the personal computer, including terminology and basic computer operations in a Windows environment.

CRN	Day	Start Time	End Time	Start Date	End Date	Location	Instructor & Email
43853	т	9:00 AM	11:50 AM	2/27	6/11	SOP	Perez, Ruben rperez10@mtsac.edu

## VOC CPBC2 Basic Computing – Level 2

Create documents in applications such as Microsoft Word; includes basic computer maintenance and problem-solving techniques.

CRN	CRN Day Start Time E	End Time		End	Location	Instructor & Email	
•••••			Date	Date			
**43234	т	12:30 PM	2.20 DN/	2/27	4/16	PSC	Perez, Ruben
45254	I	12.50 FIVI	5.20 FIVI	2/2/	4/10	FJC	rperez10@mtsac.edu
**43235	Th	9:00 AM	11.20 444	2/20	4/18	GSC	Tom, Aaron
45255		9.00 AN	11.50 AIVI	2/29	4/10	630	atom@mtsac.edu
**43233	F		11:50 AM	2/1	4/19	BPSC	Kaur, Sarabjit
43233	٢	9.00 AIVI	11.50 AIVI	5/1	4/19	DrJC	skaur5@mtsac.edu

# **VOC CPNET Basic Computing – Internet Research**

Fundamental Internet functions including terminology, email, search engines and research tools.

CRN	Day	Start Time	End Time	Start Date	End Date	Location	Instructor & Email
43684	М	9:00 AM	12:05 PM	2/26	6/10	ONLINE - Asynch	Bloom, Danielle
43004	IVI	9.00 AW	12.03 FIVI	2/20	0/10	Zoom 9am-10:30am	dbloom@mtsac.edu
43685	W	9:00 AM	12:05 PM	2/28	6/12	ONLINE - Asynch	Rzonca, Shelly
43085	vv	9.00 AW	12.03 FIVI	2/20	0/12	Zoom 9am-10:30am	srzonca@mtsac.edu
**43378	Th	9:00 AM	11:50 AM	2/20	6/13	WCSCC	Kretschmar, Judith
43376		9.00 AIVI	11.30 AIVI	2/29	0/15	WESCE	jkretschmar@mtsac.edu
**43371	т	12:25 PM	3:30 PM	4/23	c/11	SD	Miranda, Blanche
45571	1	12.23 PIVI	5.50 PIVI	4/25	6/11	20	bmiranda22@mtsac.edu
**43372	т	12:30 PM	3:20 PM	4/23	6/11	PSC	Perez, Ruben
45572	1	12.50 PIVI	5.20 PIVI	4/25	0/11	PSC	rperez10@mtsac.edu
**43248	ть	9:00 AM	11:30 AM	1 /2E	6/13	GSC	Tom, Aaron
45246	Th	9.00 AIVI	11.50 AIVI	4/25	0/15	GSC	atom@mtsac.edu
**43377	ть		11.20 444	4/25	c/12		Kaur, Sarabjit
45577	Th	9:00 AM	11:20 AM	4/25	6/13	IRWN	skaur5@mtsac.edu
**43379	ть			4 /2E	c/12		McFarlin-Stagg, Zina
43379	Th	9:00 AM	11:50 AM	4/25	6/13	WALT	zmcfarlin-stagg@mtsac.edu
**12200	г			1/20	C/1 A	DDCC	Kaur, Sarabjit
**43369	F	9:00 AM	11:50 AM	4/20	6/14	BPSC	skaur5@mtsac.edu

# VOC BCPP2 PowerPoint Basics 2

Create PowerPoint presentations using text and object animation, video, audio, and hyperlinks.

CRN	Day	Start Time	End Time	Start Date	End Date	Location	Instructor & Email
**43229	Т	12:30 PM	3:20 PM	2/27	4/16	WALT	Kretschmar, Judith jkretschmar@mtsac.edu
**43231	W	9:00 AM	11:50 AM	<u>ר/ ר</u>	4/17	SD	Miranda, Blanche
43231	vv	9.00 AW	11.30 AN	2/20	4/1/	<u> </u>	bmiranda22@mtsac.edu
43230	w	1:00 PM	3:50 PM	2/28	4/17	Mt. SAC;	Perez, Ruben
43230	vv	1.001101	5.501101	2/20	-, 1,	40-121	rperez10@mtsac.edu
**43228	F	9:00 AM	11:50 AM	3/1	4/19	LV	Espinoza, Laura
45220	Г	9.00 AIVI	11.30 ANI	5/1	4/19	LV	lespinozarodriguez@mtsac.edu

# **VOC BCDP Desktop Publishing**

Basic desktop publishing to create and produce professional-looking publications.

CRN	Day	Start Time	End Time	Start Date	End Date	Location	Instructor & Email
**43225	т	12:30 PM	2.20 DM	4/23	6/11	WALT	Kretschmar, Judith
45225		12.30 FIVI	5.20 F IVI	4/25	0/11	VVALI	jkretschmar@mtsac.edu
**43226	W		11:50 AM	1/21	6/12	SD	Miranda, Blanche
45220	vv	9.00 AIVI	11.50 AIVI	4/24	0/12	20	bmiranda22@mtsac.edu
43227	W	1:00 PM	3:50 PM	4/24	6/12	Mt. SAC;	Perez, Ruben
45227	vv	1.00 PIVI	5.50 PIVI	4/24	0/12	40-121	rperez10@mtsac.edu
**43224	F		11:50 AM	1/26	6/14	LV	Espinoza, Laura
43224	Г	9.00 AIVI	11.30 ANI	4/20	0/14	LV	lespinozarodriguez@mtsac.edu

# VOC CPBE1 Basic Excel – Level 2

Basic functions in Excel including formulas, sorting, filtering data, and formatting tables.

CDN	CRN Day Start Time	End Time	Start		Location	Instructor & Email	
CRIV			Date	Date	Location		
**/2027	ть	12.20 014	2.20 014	2/20	1/10	WALT	Kretschmar, Judith
45257	43237   Th   12:30 PM   3:20 P	5.20 PIVI	2/29	4/10	WALI	jkretschmar@mtsac.edu	
**43236	Е	9:00 AM		2 /1	4/10	SD	Miranda, Blanche
45250		9.00 AW	11.50 AIVI	5/1	4/19	SD	bmiranda22@mtsac.edu

# VOC CPBE1 Basic Excel – Level 3

Basic Excel including storing, manipulating and analyzing data in spreadsheets, and displaying data graphically using charts.

CRN Day Start Tim	Start Timo	End Time	Start		Location	Instructor & Email	
			Date	Date	LOCATION		
**12720	ть	12.20 014	2.20 DM	1/25	6/12	WALT	Kretschmar, Judith
45259	*43239 Th 12:30 PM	5.20 F IVI	4/23	0/15	WALI	jkretschmar@mtsac.edu	
**43238	С	9:00 AM		1/26	6/14	50	Miranda, Blanche
45256	Г	9.00 AIVI	11.50 AIVI	4/20	0/14	SD	bmiranda22@mtsac.edu

# **VOC MIT Mobile Information Technology**

Introduction to mobile information technology for skills, concepts, and principles to safely and effectively use mobile platform devices and the internet.

CRN	Day(s)	Start Time	End Time	Start Date	End Date	Locatior	ı	Instructor & Email
43708	м	12:30 PM	3:20 PM	2/26	6/10	ONLINE - Asy Zoom 12:30pm-2	•	Bloom, Danielle dbloom@mtsac.edu
**43613	М	1:00 PM	3:50 PM	2/26	6/10	DBC		Jones, Vanessa vjones11@mtsac.edu
**43615	Т	9:00 AM	11:50 AM	2/27	6/11	WCSCC		Kretschmar, Judith jkretschmar@mtsac.edu
**43617	W	12:00 PM	2:50 PM	2/27	6/11	WCSCC		Kretschmar, Judith jkretschmar@mtsac.edu
**43619	Т	1:00 PM	3:50 PM	2/27	6/11	GSC		Jones, Vanessa vjones11@mtsac.edu
**43621	W	1:00 PM	3:50 PM	2/28	6/12	PSC	lespir	Espinoza, Laura nozarodriguez@mtsac.edu
43686	Th	8:30 AM	11:35 AM	2/29	6/13	ONLINE - Asy Zoom 8:30am-9	-	Rzonca, Shelly srzonca@mtsac.edu
**43611	F	9:00 AM	12:05 PM	3/1	6/14	WALT		Jones, Vanessa vjones11@mtsac.edu
**43612	F	12:50 PM	3:55 PM	3/1	6/14	LV		Jones, Vanessa vjones11@mtsac.edu
43614	М	2:15 PM	5:05 PM	4/22	6/10	SD Jimer		Jimenez, Rachel ezwolfinbarger@mtsac.edu

# **VOC CPCC Creative Computing**

Creative skills in utilizing graphic designs for projects such as business cards, letterhead, labels, flyers, Posters, greeting cards, and computer-generated fabric designs.

CRN	Day(s)	Start Time	End Time	Start Date	End Date	Location	Instructor & Email
**43240	М	12:30 PM	3:20 PM	2/26	6/10	PSC	Perez, Ruben
				•			rperez10@mtsac.edu
43683	т	9:00 AM	12:05 PM	2/27	6/11	ONLINE - Asynch	Bloom, Danielle
+3003		<b>J.00</b> AW	12.031101	2/2/	0/11	Zoom 9am-10:30am	dbloom@mtsac.edu
**47741	т		2.20 014	2/27	1/10	(D	Miranda, Blanche
**43241	Т	12:25 PM	3:30 PM	2/27	4/16	SD	bmiranda 22@mtsac.edu
**43244	W		11:50 AM	2/28	6/12	WCSCC	Kretschmar, Judith
45244	vv	9.00 AW	11.50 AIVI	2/20	0/12	WUSUU	jkretschmar@mtsac.edu
**43242	Th	9:00 AM	11:20 AM	2/29	4/18	IRWN	Kaur, Sarabjit
45242	111	9.00 AIVI	11.20 AIVI	2/29	4/10		skaur5@mtsac.edu
**10010	ть			2/20	1/10		McFarlin-Stagg, Zina
**43243	Th	9:00 AM	11:50 AM	2/29	4/18	WALT	zmcfarlin-stagg@mtsac.edu

# **VOC CPDI Digital Photography for the Beginner**

Digital camera operations, image management, composition and use of graphics software.

CRN	CPN Day(c) Star	Start Tima	End Time	Start End		Location	Instructor & Email
CRIV	Day(S)		ime End Time Date Date Location	LOCATION			
43245	М	9:00 AM	11:50 AM	2/26	6/10	WALT	Lam, Steven slam78@mtsac.edu
43246	Th	9:00 AM	11:50 AM	2/29	6/13	SD	Lam, Steven slam78@mtsac.edu

# **Home Based Business**

## **VOC HBB1 Starting a Home-Based Business**

Starting a home-based business to become self-employed. Includes basic marketing, finance and management skills.

CRN	Day(s)	Start Time	End Time	Start Date	End Date	Location	Instructor & Email
43588	М	1:00 PM	4:05 PM	2/26	4/15	LV	Tucker, Ray rtucker@mtsac.edu

# **VOC HBB2 Managing and Growing Your Home-Based Business**

Managing day-to-day business activities to increase revenue and profitability to grow a home-based business.

CRN	Day(s)	Start Time	End Time	Start Date	End Date	Location	Instructor & Email
43589	М	2:15 PM	5:05 PM	2/26	4/15	SD	Jimenez, Rachel rjimenezwolfinbarger@mtsac.edu
43702	М	1:00 PM	4:05 PM	4/22	6/10	LV	Tucker, Ray rtucker@mtsac.edu

# **Home Gardening**

# **VOC AGR-G Home Gardening**

Organic gardening, plants, fruit orchards, and traditional gardening, including design, propagation methods, pruning and pest control.

CRN	Day(s)	Start Time	End Time	Start Date	End Date	Location	Instructor & Email
43202	Μ	8:30 AM	10:20 AM	2/26	6/10	WSSC	Brown, Benjamin bbrown40@mtsac.edu
43707	Μ	12:00 PM	2:05 PM	3/18	6/10	Tentative - Lyle Center, Pomona	Brown, Benjamin bbrown40@mtsac.edu
43197	Μ	10:00 AM	11:50 AM	2/26	6/10	ONLINE - Synchronous	Williams, Steve sowilliams@mtsac.edu
43198	М	1:00 PM	2:50 PM	2/26	6/10	ONLINE - Synchronous	Williams, Steve sowilliams@mtsac.edu
43204	Т	10:30 AM	12:20 PM	2/27	6/11	PSC	Brown, Benjamin bbrown40@mtsac.edu
43206	Т	1:00 PM	2:50 PM	2/27	6/11	LV	Brown, Benjamin bbrown40@mtsac.edu
43209	W	10:00 AM	11:50 AM	2/28	6/12	DBC	Brown, Benjamin bbrown40@mtsac.edu
43210	W	1:00 PM	3:15 PM	2/28	6/12	SD	Brown, Benjamin bbrown40@mtsac.edu
43199	W	6:00 PM	7:50 PM	2/28	6/12	ONLINE - Synchronous	Brown, Benjamin bbrown40@mtsac.edu
43207	Th	10:00 AM	11:50 AM	3/14	6/13	WCSCC	Brown, Benjamin bbrown40@mtsac.edu
43208	Th	1:00 PM	2:50 PM	2/29	6/13	WALT	Brown, Benjamin bbrown40@mtsac.edu
43201	F	8:00 AM	10:50 AM	3/1	6/14	Mt. SAC; Demonstration Garden	Williams, Steve sowilliams@mtsac.edu
43196	F	1:00 PM	2:50 PM	3/1	6/14	ONLINE - Synchronous	Brown, Benjamin bbrown40@mtsac.edu
43203	Sa	9:30 AM	11:20 AM	3/2	6/15	GSC	Brown, Benjamin bbrown40@mtsac.edu

Vocational Re-Entry Program | 1100 N. Grand Ave., Walnut, CA 91789 909-274-4192 | vre@mtsac.edu



# SCHOOL OF CONTINUING EDUCATION STUDENT ONLINE SUPPORT

# SCE SOS

**Our Student Online Support program** provides, LIVE, one-on-one help for noncredit students who need assistance with any technology support to help you succeed, navigate and access your courses!

# WHAT WE HELP WITH:

- Mt. SAC Portal
- Canvas
- Zoom

- Mountie Mail
- Office 365
  - Noncredit Application Convert Files/Docs • And much more!

# WINTER 2024 ZOOM HOURS:

Monday-Thursday: 9am-1pm & 3pm-7pm Friday 8:30am-4pm

# <u>WINTER 2024 HYBRID HOURS (IN-PERSON OR ON ZOOM)</u>

Monday: 9am-1pm (Location: Bldg 30, Rm 111 or on Zoom) Tuesday: 9am-1pm (Location: Bldg 66, Rm 171 or on Zoom) Tuesday: 9am-1pm (Location: Bldg 40, Rm 140 or on Zoom)

# **HOW TO CONTACT US:**

ZOOM: https://mtsac-edu.zoom.us/j/95117998111



CALL: (909) 274-6100

- Click the link above to join
- Type the URL address above to join
- Scan QR code to join



EMAIL: sce@mtsac.edu





Follow us on Instagram!



@MTSACSOS



# **Semester Dates**

#### Winter 2024

Classes Begin: January 8, 2024 Classes End: February 18, 2024 Holidays: January 15 and February 16

#### Spring 2024

Registration is ongoing Classes Begin: February 26, 2024 Classes End: June 16, 2024 Holidays: April 1 and May 27

#### Summer 2024

Registration Begins: May 6, 2024 Classes Begin: June 17, 2024 Classes End: Varies - Check schedule for details Holidays: June 19 and July 4

#### Fall 2024

Registration Begins: May 6, 2024 Classes Begin: August 26, 2024 Classes End: December 22, 2024 Holidays: September 2, November 11, November 28, and November 29

#### Winter 2025

Registration Begins: November 6, 2024 Classes Begin: January 6, 2025 Classes End: February 16, 2025 Holidays: January 20 and February 14

#### Spring 2025

Registration Begins: November 6, 2024 Classes Begin: February 24, 2025 Classes End: June 15, 2025 Holidays: March 31 and May 26

Vocational Re-Entry Program | 1100 N. Grand Ave., Walnut, CA 91789 909-274-4192 | vre@mtsac.edu