



SANTIAGO CANYON COLLEGE MISSION STATEMENT

Santiago Canyon College (SCC) is a diverse learning community dedicated to intellectual and personal growth. Our purpose is to foster a learning environment that helps students develop knowledge and understanding, critical thinking, sound decision making, cultural awareness, effective communication skills, and a commitment to local and global citizenship.

Santiago Canyon College offers a comprehensive curriculum that includes university transfer, associate degree and certificate programs. In addition, we provide community services, career education, continuing education, high school diploma program, basic skills development, and a range of support services for full and part-time students, including those with family and career responsibilities. At SCC we encourage students to plan, implement, and evaluate their educational progress through meaningful reflection and interaction with both the college and community.

CONTINUING EDUCATION MISSION STATEMENT

The mission of the continuing education division is to offer a variety of free, noncredit classes, programs, and services that enable students to maximize their potential by acquiring the necessary skills to reach their personal, educational, and vocational goals so that they can benefit from, and contribute to, a changing American society as productive, active members of their communities.

MISIÓN

La misión de la División de Educación Continua es ofrecer una variedad de clases, programas gratis sin crédito y servicios que permiten a los estudiantes maximizar su potencial, adquiriendo conocimientos necesarios para lograr sus metas personales, educacionales, y vocacionales con las cuales ellos se puedan beneficiar y contribuir a una sociedad Americana cambiante como miembros productivos y activos de sus comunidades.

REGISTRATION

Registration at OEC begins on November 23rd and continues throughout the spring semester, pending available space in classes. Spaces are filled on a first-come, first served basis. **Please note that classes are open entry/open exit and have a continuous enrollment policy.** This means you can start attending a class even in the middle of the semester, pending available space. For information regarding classes please call **1-714-628-5900**.

Register for classes offered at any site at: Orange Education Center
See page 7 for location details and map

We Offer Career Preparation Program Certificates

- Customer Service Representative Certificate
Salary starts at \$13.62 hourly, \$28,330+ annual
- General Office Clerk Certificate
Salary starts at \$12.00 hourly, \$24,960+ annual
- Executive Secretary/
Administrative Assistant Certificate
Salary starts at \$17.90 hourly, \$37,240+ annual
- First-Line Supervisor/Manager of Office &
Administrative Support Workers Certificate
Salary starts \$20.92 hourly, \$43,510+ annual
- Web Associate Certificate
Salary starts \$21.46 hourly, \$44,640+ annual
- Medical Billing Certificate
Salary starts \$14.37 hourly, \$29,880+ annual

For more information on these visit
www.scollege.edu/departments/oec

SHORT-TERM VOCATIONAL TRAINING / CLASES TÉCNICAS VOCACIONALES

Introduction to Keyboarding and Basic Windows Vista (VBUS-119) /

Introducción al Teclado y Operaciones Básicas de Computación

(1st time computer users who do not type)

Provides introductory instruction for keyboarding by touch and learning MS Windows. This course or Introduction to Windows is highly recommended prior to taking other courses taught within the Windows environment.

MW / Lu y Mi	2:30 pm - 4:30 pm	OEC
MW / Lu y Mi	6:30 pm - 9:30 pm	OEC
TTh / Ma y Ju	11:30 am - 1:30 pm	OEC
F / Vi	8:30 am - 11:30 am	OEC
F / Vi	5:30 pm - 8:30 pm	OEC
S / Sá	8:30 am - 11:30 am	OEC
S / Sá	11:30 am - 2:30 pm	OEC

Introduction to Personal Management using MS Outlook (VBUS-013) /

Introducción a MS Outlook

Provides instruction on Microsoft Outlook, one of industry's leading personal data management applications. Students will learn how to better manage their electronic communications, schedules, tasks and contact information using Outlook's Email, Calendar, Task and Contact components.

Th / Ju	2:30 pm - 5:30 pm	OEC
S / Sá	8:30am - 11:30am	OEC

Introduction to Windows Vista (VBUS-118) /

Introducción a Windows Vista

Provides introductory instruction for learning MS Windows. Including Windows: navigation, views, commands, file management, desktop customization, Help and other Windows programs. This course is highly recommended prior to taking other courses taught within the Windows environment.

M / Lu	2:30 pm - 4:30 pm	OEC
W / Mi	8:30 am - 10:30 am	OEC
F / Vi	6:30 pm - 9:30 pm	OEC

Introduction to Word Processing using MS Word 2007 (VBUS-260) /

Introducción a Word Processing utilizando MS Word 2007

(1st time computer users who type)

Provides introductory instruction to word processing techniques using MS Word. Includes the creating, formatting, editing, saving, and printing of simple documents. Designed for students who can type by touch.

T / Ma	6:30 pm - 9:30 pm	OEC
Fi / Vi	11:30 am - 1:30 pm	OEC

Navigating the Internet (VBUS-258) /

Navegando el Internet

(1st time computer users okay) Introduces students to the Internet. Topics include types of Internet connections, research and data retrieval techniques and email.

M / Lu	8:30 am - 10:30 am	OEC
Th / Ju	3:30 pm - 5:30 pm	OEC

Introduction to Use of Digital Cameras (VBUS-096) /

Introducción al Uso de la Cámara Digital

Provides introductory instruction on using digital still and digital video cameras. Introduces students to camera selection, basic features, compositional guidelines, and how to transfer files from the camera to the computer.

M / Lu	8:30 am - 10:30 am	OEC
W / Mi	6:30 pm - 9:30 pm	OEC
F / Vi	11:30 am - 1:30 pm	OEC

Introduction to Spreadsheets using MS Excel 2007 (VBUS-262) /

Introducción a Principios de MS Excel 2007

Provides instruction in basic spreadsheet concepts using typical spreadsheet problems and Microsoft Excel software. Designed for students who have completed an introductory computer course or equivalent.

W / Mi	8:30 am - 10:30 am	OEC
F / Vi	2:30 pm - 4:30 pm	OEC
S / Sá	11:30 am - 1:30 pm	OEC

Introduction to Computer Software Applications (VBUS-121) /

Introducción a Aplicaciones Computarizadas

Provides introductory instruction on industry-standard computer applications used for word processing, spreadsheets, databases, presentations, Internet access and graphics.

M, Th / Lu, Ju	10:30 am - 11:30 am	OEC
M, F / Lu, Vi	1:30 pm - 2:30 pm	OEC
M, W, Th, F / Lu, Mi, Ju, Vi	5:30 pm - 6:30 pm	OEC

Introduction to Medical Billing (VBUS-080) /

Introducción a la Facturación Médica

Introduces students to concepts and skills needed for a successful career in medical office billing. Students will learn current procedural terminology, the general flow of information in a medical office and the role of computers. Designed for students who have completed an introductory computer course or equivalent.

MTW / Lu, Ma, Mi	8:30 am - 1:30 pm	OEC
(Class meets 1/11 - 3/6/10)		
MTW / Lu, Ma, Mi	8:30 am - 1:30 pm	OEC
(Class meets 3/15 - 5/15/10)		

Introduction to Databases using MS Access (VBUS-261) /

Introducción a MS Access

Provides instruction in basic concepts using typical database problems with MS Access software. Designed for students who have completed an introductory computer course or equivalent.

Th / Ju	8:30 am - 10:30 am	OEC
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Introduction to Electronic Imaging with Adobe Photoshop CS4 (VBUS-303) /

Introducción a la Imagen Electrónica utilizando Adobe Photoshop CS4

This course provides instruction on the number one graphics software program used in industry. This course teaches the student scanner basics as well as how to revise photographs and other images for a quality printed output.

M / Lu	6:30 pm - 9:30 pm	OEC
T / Ma	8:30 am - 10:30 am	OEC
W / Mi	6:30 pm - 9:30 pm	OEC
Th / Ju	11:30 am - 1:30 pm	OEC
F / Vi	5:30 pm - 8:30 pm	OEC

Introduction to Document Processing using Adobe Acrobat CS4 (VBUS-117) /

Introducción al Proceso de Documentos utilizando Adobe Acrobat CS4

Introduces students to the creation and distribution of computer files in PDF format. These documents can be sent over the Internet to either PC or Mac Users for easy viewing.

S / Sá	1:30 pm - 2:30 pm	OEC
(Class meets 1/11 - 3/6/10)		

Introduction to Desktop Publishing using Adobe InDesign CS4 (VBUS-102) /

Introducción al Adobe InDesign CS4

Provides introductory instruction on desktop publishing using Adobe InDesign. Introduces students to placement of text and graphics within frames and how to export and print professional quality InDesign files. Designed for students who have completed an introductory computer course.

M / Lu	11:30 am - 1:30 pm	OEC
W / Mi	2:30 pm - 4:30 pm	OEC

Introduction to Vector Graphics using Adobe Illustrator CS4 (VBUS-242) /

Introducción a Vector Graphics utilizando Adobe Illustrator CS4

Provides introductory instruction on how to create both type and graphics (creating different shapes, blends, gradients, layouts and special effects) on the computer. This program works well with InDesign, which is used to create newsletters, magazine-type documents, etc.

M / Lu	2:30 pm - 4:30 pm	OEC
Th / Ju	6:30 pm - 9:30 pm	OEC

Workforce Readiness (Job Readiness Skills) (VBUS-012) /

Preparación para el Trabajo (Conocimientos para el Empleo)

Provides instruction in office skills for employment preparation. Students will learn communication, decision making, interpersonal, lifelong learning, and job seeking skills.

W / Mi	11:30am - 1:30 pm	OEC
Th / Ju	6:30 pm - 9:30 pm	OEC
S / Sá	8:30 am - 11:30 am	OEC

Introduction to Web Graphics using Adobe CS4 Tools (VBUS-011) /

Introducción a Web Graphics utilizando Adobe CS4

Provides introductory instructions on preparing graphic images for the web with a focus on optimization, rollovers and simple animations.

S / Sá	1:30 pm - 2:30 pm	OEC
(Class meets 3/15 - 5/29/10)		

Introduction to 3D Modeling using Blender (VBUS-101) /

Introducción a 3D Modeling Utilizando el Mesclador

Introduces students to Blender's interface, 3D space, animation and modeling features, surfaces and textures. Designed for students who have completed an introductory computer course.

T / Ma	6:30 pm - 9:30 pm	OEC
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Introduction to Animation Using Flash CS4 (VBUS-120) /

Introducción a Animación utilizando Flash CS4

Provides introductory instruction for creating short Flash movies for viewing on the Internet or for viewing in other multimedia formats. Students learn to create animations using Flash's drawing tools, layers and timeline.

M / Lu	6:30 pm - 9:30 pm	OEC
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Introduction to Desktop Video Editing using Adobe Premiere (VBUS-106) /

Introducción a Video Editing Utilizando Adobe Premiere

Provides introductory instruction for doing videos and sound editing using Adobe Premiere software. This course is designed for students who have taken an Introduction to Windows class.

M / Lu	11:30 am - 2:30 pm	OEC
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Introduction to Electronic Presentation using PowerPoint 2007 (VBUS-304) /

Introducción a Presentación Electrónica utilizando PowerPoint 2007

Includes concepts of combining text, graphics, animations and/or sound to create slides for electronic output. Designed for students who have completed an introductory computer course or equivalent.

Th / Ju	6:30 pm - 9:30 pm	OEC
F / Vi	2:30 pm - 4:30 pm	OEC

Introduction Personal Commerce on the Internet (eBay) (VBUS-097) /

Introducción al Comercio Personal en el Internet (eBay)

Provides introductory instruction to personal commerce on the Internet. Topics include privacy and security issues, searching techniques, auction bidding, secure payment methods, selling techniques and things to do to protect your consumer rights.

T / Ma	11:30 am - 1:30 pm	OEC
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Introduction to Web Design Using Adobe Dreamweaver CS4 (VBUS-010) /

Introducción a Web Design utilizando Adobe Dreamweaver CS4

Provides introductory instruction on Adobe Dreamweaver, one of the industry's leading web authoring tools. Students will learn how to create and publish a web site, manage and maintain it.

T / Ma	6:30 pm - 9:30 pm	OEC
Th / Ju	8:30 am - 11:30 am	OEC
F / Vi	5:30 pm - 8:30 pm	OEC

Introduction to Web Page Development using HTML (VBUS-302) /

Introducción a la Creación/Diseño de una página en la Red Informática utilizando HTML

Provides introductory instruction to web page development. Topics include web page design elements; HTML; graphic image, movie and sound formats. Designed for students who have completed an introductory computer course or equivalent.

T / Ma	8:30 am - 10:30 am	OEC
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Santiago Canyon College

Division of Continuing Education

Orange Education Center

www.scollege.edu/OEC • 714-628-5900

ENGLISH AS A SECOND LANGUAGE (ESL) / INGLÉS COMO SEGUNDO IDIOMA (ESL)

ESL ENROLLMENT PROCEDURES

ESL Education and Career Assessment (CNSL-303) / Educación ESL y Asesoría de Carreras

Individuals interested in taking classes in the ESL program take a placement assessment before enrolling into a class. The assessment is given to determine the appropriate class level for the learner. (Assessment Schedule follows.)

Las personas interesadas en tomar clases de inglés toman un examen de entrada para poder ser matriculados en las clases de inglés. El propósito de este examen es de colocar a los estudiantes en la clase apropiada de acuerdo a sus conocimientos del idioma inglés. Días de examen en el Orange Education Center:

T / Ma	1:30 pm	OEC
Th / Ju	1:30 pm	OEC
F, S / Vi, Sá	8:00 am	OEC

For OEC placement assessment appointments, please call 714-628-5922. Children are not allowed in the testing room. Thank you for your cooperation.

Llame al 714-628-5922 para hacer una cita para tomar el examen de entrada. Los niños no son admitidos en el salón de examen. Gracias por su comprensión.

ESL classes provide English language instruction for students at all levels of English proficiency. This program includes classes from beginning levels through intermediate.

Las clases de ESL le brindan la oportunidad de aprender inglés como segundo idioma en los niveles de transición a intermedio.

Native Language Basic Skills For Adults Part 1 (ABE-011) / Clases de Educación Básica en su Idioma Natal Parte I

Assists students in acquiring basic skills in their native language in order to facilitate the transition to beginning ESL courses. Focuses on reading, math, and writing skills, as well as classroom and community coping skills. Esta clase ayuda a los estudiantes a mejorar sus conocimientos básicos en su idioma natal y les facilita la tradición al Inglés como Segundo Idioma.

MT / Lu, Ma	6:30 pm - 9:30 pm	EMHS
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ESL Literacy Part II (ABE-399) / Introducción a ESL Parte II

Emphasizes listening and speaking skills used in basic communication. This course is offered in combination with the Native Language Basic Skills for Adults class. Curso para estudiantes que empiezan a aprender Inglés. El curso se ofrece en combinación con las clases de Educación Básica en su Idioma Natal.

WTh / Mi, Ju	6:30 pm - 9:30 pm	EMHS
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Transition ESL (ESL-400) / ESL Nivel Transición

Emphasizes listening comprehension and beginning oral production in basic communication. El curso se concentra en la comunicación y el lenguaje para adultos cuya lengua no es el inglés. Curso para estudiantes que empiezan a aprender inglés.

MTWTh / Lu, Ma, Mi, Ju	8:30 am - 11:30 am	OEC
MTWTh / Lu, Ma, Mi, Ju	6:30 pm - 9:30 pm	OEC
MTWTh / Lu, Ma, Mi, Ju	6:30 pm - 9:30 pm	EMHS
S / Sá	8:30 am - 11:30 am	OEC

Beginning ESL 1 (ESL-410) / ESL Principiante Nivel 1

Emphasizes listening comprehension and beginning oral production of simple conversation, reading of practiced words and phrases and pre-writing tasks. El curso se concentra en conversación simple, también se practica la lectura, frases cortas y palabras nuevas para adultos cuya lengua natal no es el inglés.

MTWTh / Lu, Ma, Mi, Ju	8:30 am - 11:30 am	OEC
MTWTh / Lu, Ma, Mi, Ju	6:30 pm - 9:30 pm	OEC
MTWTh / Lu, Ma, Mi, Ju	6:30 pm - 9:30 pm	EMHS
S / Sá	8:30 am - 11:30 am	OEC

Beginning ESL 2 (ESL-420) / ESL Principiante Nivel 2

Emphasizes comprehending simple conversations, communicating survival needs, reading phrases and simple sentences, and performing communicative written tasks. El curso se especializa en técnicas de comunicación simple, lectura y escritura de frases básicas y lenguaje para adultos cuya lengua natal no es el inglés.

MTWTh / Lu, Ma, Mi, Ju	8:30 am - 11:30 am	OEC
MTWTh / Lu, Ma, Mi, Ju	6:30 pm - 9:30 pm	OEC
MTWTh / Lu, Ma, Mi, Ju	6:30 pm - 9:30 pm	EMHS
S / Sá	8:30 am - 11:30 am	OEC

Beginning ESL 3 (ESL-430) / ESL Principiante Nivel 3

Emphasizes comprehending, participating in, and sustaining simple conversations, reading short passages with understanding, and producing short written passages. El curso se especializa en técnicas de comprensión y participación en conversaciones simples, lectura y escritura de historias cortas.

MTWTh / Lu, Ma, Mi, Ju	8:30 am - 11:30 am	OEC
MTWTh / Lu, Ma, Mi, Ju	6:30 pm - 9:30 pm	OEC
MTWTh / Lu, Ma, Mi, Ju	6:30 pm - 9:30 pm	EMHS
S / Sá	8:30 am - 11:30 am	OEC

Multi-Level ESL 1-3 (ESL-440) / ESL Multi-Nivel 1-3

Emphasizes speaking, listening, reading and writing English in familiar contexts. Topics include participating in basic conversations in routine social situations, and producing sentences related to survival skills and personal topics including technology enhance instruction. El curso se enfoca en conversación creativa, audición, además de la lectura de palabras y frases cotidianas. Incluye introducción de instrucción tecnológica.

MTWTh / Lu, Ma, Mi, Ju	8:30 am - 11:30 am	EMCC
MTWTh / Lu, Ma, Mi, Ju	9:00 am - 12:00 pm	EACC
MTWTh / Lu, Ma, Mi, Ju	11:30 am - 2:30 pm	OEC
MWTh / Lu, Mi, Ju	8:30 am - 12:00 pm	FRLY CTR
MTh / Lu, Ju	6:30 pm - 9:30 pm	UCIMC

Intermediate ESL 1 (ESL-460) / ESL Intermedio 1

Emphasizes creative oral language activities, initial critical thinking skills in reading comprehension, and written tasks, which begin to focus on academic skills. Los estudiantes se enfocan en la comprensión de la lectura y escritura.

MTWTh / Lu, Ma, Mi, Ju	8:30 am - 11:30 am	OEC
MTWTh / Lu, Ma, Mi, Ju	6:30 pm - 9:30 pm	OEC
MTh / Lu, Ju	6:30 pm - 9:30 pm	UCIMC
S / Sá	8:30 am - 11:30 am	OEC

Intermediate ESL 2 (ESL-470) / ESL Intermedio 2

Emphasizes understanding higher level language activities, reading passages with increased understanding, and increasing focus on creative and academic writing tasks. Los estudiantes se enfocan en la comprensión de historias en un nivel de lectura avanzado y también en la creatividad en escritura académica.

MTWTh / Lu, Ma, Mi, Ju	8:30 am - 11:30 am	OEC
MTWTh / Lu, Ma, Mi, Ju	10:00 am - 11:50 am	SCC D-208
MTWTh / Lu, Ma, Mi, Ju	6:30 pm - 9:30 pm	OEC
S / Sá	8:30 am - 11:30 am	OEC

Intermediate ESL 3 (ESL-480) / ESL Intermedio 3

Emphasizes comprehending of higher level language activities, engaging in conversations which convey complex thought patterns, reading authentic material which expands the use of critical thinking skills, and expanding realistic and creative/ academic writing. Los estudiantes se enfocan en la comprensión de la lectura a un nivel avanzado y también en la creatividad de escritura académica.

MTWTh / Lu, Ma, Mi, Ju	8:30 am - 11:30 am	OEC
MTWTh / Lu, Ma, Mi, Ju	10:00 am - 11:50 am	SCC D-208
MTWTh / Lu, Ma, Mi, Ju	6:30 pm - 9:30 pm	OEC
S / Sá	8:30 am - 11:30 am	OEC

Multi-Level Intermediate 1-3 (ESL-500) / ESL Multi-Nivel Intermedio 1-3

Emphasizes creative oral language activities, introductory critical thinking skills in reading comprehension, and creative and academic writing tasks. Los estudiantes se enfocan en actividades creativas de lenguaje oral, audición, lectura y escritura a un nivel intermedio para desarrollar sus habilidades académicas.

MTWTh / Lu, Ma, Mi, Ju	12:00 pm - 3:00 pm	EACC
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Conversation 1 and 2 (ESL-580) / Clases de Conversación Nivel 1 y 2

Introduces conversation strategies in listening, language use, and non-verbal communications. Presents oral skills necessary in initiating, maintaining and closing conversations. Emphasis on oral skills, which assist in social encounters and expand listening and speaking skills. Conversation 1 is recommended for Beginning ESL students and Conversation 2 is recommended for Intermediate ESL students. Esta clase esta diseñada para dar a los estudiantes la oportunidad de practicar conversación y mejorar su pronunciación y vocabulario en el idioma Inglés.

MW / Lu, Mi	12:00 pm - 1:50 pm	SCC D-209-4 (Conv. 2)
F / Fi	8:30 am - 11:30 am	OEC (Conv. 1 & 2)
F / Fi	11:30 am - 2:30 pm	OEC (Conv. 1 & 2)
S / Sá	11:30 am - 2:30 pm	OEC (Conv. 1 & 2)
MTTh / Lu, Ma, Ju	11:30 am - 2:30 pm	OEC (Conv. 2)
S / Sá	11:30 am - 2:30 pm	OEC (Conv. 1 & 2)

American English Pronunciation (ESL-530) / Pronunciación del Inglés Americano

Develops English language fluency as it relates to sound discrimination, stress and intonation patterns, reduced forms and transition from "classroom" to "colloquial" English. Esta clase ayuda a los estudiantes a mejorar su fluidez en la pronunciación del idioma Inglés por medio de la diferencia de sonidos, los patrones de la tensión y la entonación.

S / Sá	11:30 am - 2:30 pm	OEC
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Interactive Learning Resource Center (ILRC) (ESL-606) / Centro Interactivo de Recursos y Aprendizaje

The ILRC provides students of all levels, an opportunity to improve their English, reading, writing, and math skills, as well as learn about civics and citizenship. Individualized, small group, and technology-based instruction. Come when you can. Open to all students.

► ESL practice (Pronunciation, Grammar, Spelling, Conversation, Idioms, etc). El Centro Interactivo de Aprendizaje (ILRC) esta diseñado para re-enforzar el programa de inglés como Segundo idioma (ESL). Ayuda individualizada con lectura, escritura y matemáticas básicas.

MTWTh / Lu, Ma, Mi, Ju	11:30 am - 1:30 pm	OEC
MTWTh / Lu, Ma, Mi, Ju	4:30 pm - 6:30 pm	OEC

CITIZENSHIP / CIUDADANÍA

We can help you complete your Citizenship Application for FREE (CTZN-020).

The EL Civics class focuses on basic knowledge of local, state, and federal government including language development within the context of American history and government. Esta clase proporciona información básica sobre civismo e historia de los Estados Unidos para ayudar a los estudiantes a pasar el examen de ciudadanía y la entrevista efectuada por el departamento de Ciudadanía y Servicios de Inmigración (USCIS) de los Estados Unidos. Esta clase se recomienda a estudiantes con un nivel de Inglés de "Beginning 3" o más avanzado. Esta clase ofrece inscripción abierta. Call for class times & locations 714-628-5900.

S / Sá	8:30 am - 11:30 am	OEC
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PARENTING EDUCATION / PROGRAMA DE EDUCACIÓN PARA PADRES

Preparation for Childbirth (PRNT-544) / Preparación para el Parto

These classes provide parents with information regarding the intellectual, physical and emotional components of the birth process. The classes emphasize exercise techniques for relaxation, birth, labor, and post-natal care. Open entry/open exit. Esta clase provee a los padres información relacionada con los componentes intelectuales, físicos y emocionales del proceso del nacimiento del bebé. Esta clase se enfoca en técnicas de relajamiento, labor del parto, y cuidado prenatal. Esta clase ofrece inscripción abierta.

T / Ma	6:30 pm - 9:30 pm	OEC
Session one / Sesión uno: 1/12/10 – 2/9/10		
Session two / Sesión dos: 2/23/10 – 3/23/10		
Session three / Sesión tres: 4/20/10 – 5/18/10		
W / Mi	7:00 pm - 10:00 pm	UCMC 2105
Session one / Sesión uno: 1/13/10 – 2/10/10		
Session two / Sesión dos: 2/24/10 – 3/24/10		
Session three / Sesión tres: 4/21/10 – 5/19/10		
Th / Ju	7:00 pm - 10:00 pm	UCMC 2105
Session one / Sesión uno: 1/14/10 – 2/11/10		
Session two / Sesión dos: 2/25/10 – 3/25/10		
Session three / Sesión tres: 4/22/10 – 5/20/10		



HIGH SCHOOL DIPLOMA / ADULT BASIC EDUCATION / PROGRAMA DE MATERIAS DE HIGH SCHOOL EDUCACIÓN BASICA PARA ADULTOS

HSS/GED/ABE ENROLLMENT PROCEDURES

HSS/GED/ABE Education and Career Assessment (CNSL-303) / Educación HSS/GED/ABE y Asesoría de Carreras

Students take a placement assessment to register for High School, Adult Basic Education and Reading classes.

The test takes approximately three hours and is given on:

M / Lu	1:30 pm	OEC
W / Mi	1:30 pm	OEC

Individuals should bring unofficial school transcripts, if available on the assessment date. Once a student has taken the assessment, he or she will schedule an appointment with a counselor to review assessment results and enroll in classes. For High School Diploma graduation requirements, please call the Counseling Center at 714-628-5930. For an assessment appointment, call 714-628-5922.

High School Program/GED (GED-031) / Programa de Materias de High School/GED

The High School Subjects and GED Programs are self-paced and individualized. Classes are offered on an open-entry/open-exit basis throughout the year. Students must be 18 years of age or older. Each student has an individualized educational plan to complete his/her personal graduation requirements. In addition to classes offered at the Orange Education Center, classes are also offered on the Santiago Canyon College campus. Students may attend any or all sessions offered at either or both locations. Concurrent enrollment in High School Subjects and college credit classes is also offered in some cases. Students interested in concurrent enrollment should meet with a counselor to discuss this option.

MTWTh / Lu, Ma, Mi, Ju	8:30 am - 12:30 pm	SCC E-307
MTWTh / Lu, Ma, Mi, Ju	8:30 am - 1:30 pm	OEC
MTWTh / Lu, Ma, Mi, Ju	5:30 pm - 9:30 pm	OEC
F / Fi	8:30 am - 12:30 pm	OEC

Adult Basic Education Classes (ABE-009) / Clases de Educación Básica para Adultos

The ABE program is designed to strengthen basic skills in reading, writing, spelling, vocabulary, math, English usage and grammar. This course can help a student improve basic skills to an eighth grade level. Emphasis is placed on life-skills that individuals use every day.

MTWTh / Lu, Ma, Mi, Ju	8:30 am - 12:30 pm	SCC E-307
MTWTh / Lu, Ma, Mi, Ju	8:30 am - 1:30 pm	OEC
TTh / Ma, Ju	5:30 pm - 9:30 pm	OEC
F / Fi	8:30 am - 12:30 pm	OEC

Reading Improvement Program (HSRDG-090) / Programa de Mejoramiento de Lectura en Inglés

The reading program is designed to help readers of all levels to further develop their reading skills. Reading skills and strategies will be taught, modeled and practiced. Students will work individually on developing speed and comprehension.

MTWTh / Lu, Ma, Mi, Ju	8:30 am - 1:30 pm	OEC
MW / Lu, Mi	5:30 pm - 9:30 pm	OEC
F / Fi	8:30 am - 12:30 pm	OEC

PERSONS WITH SUBSTANTIAL DISABILITIES / PROGRAMAS PARA ADULTOS CON DISCAPACIDADES

Issues and Concepts for Adults with Developmental Disabilities (SSD-200) / Ediciones y Conceptos para Adultos con Discapacidades de Desarrollo

Provides information related to topics of everyday interest and importance to adults with disabilities. Examines issues of relevance and provides a forum for discussion and exploration of various topics. Open entry/open exit.

M / Lu	10:00 am - 11:00 am	RIO
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Physical Activities for Adults with Developmental Disabilities (SSD-793) / Actividades físicas par adultos con Discapacidades Substanciales

Assists adults with developmental disabilities acquire the skills necessary to maximize physical capabilities through physical activities tailored to their abilities. Students will be guided through independent and group activities to develop fitness awareness. Open entry/open exit.

M / Lu	9:00 am - 10:00 am	RIO
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CLASSES FOR OLDER ADULTS / PROGRAMAS PARA ADULTOS MAYORES

The Older Adult Program offers a variety of classes specifically for the older adult population. Classes meet in various community locations and facilities. Classes include life story writing, quilting, crafts, fitness, yoga, music, watercolor, drawing, cooking, and more. Individuals interested in participating in classes may enroll at any time. There is no fee for enrollment.

Music Arts for Older Adults (OAP-457) / Música para Adultos Mayores

Provides a positive framework for developing and enhancing music appreciation, vocal and instrumental skills. Emphasis on maintenance activity to encourage creative expressions. Open entry/open exit.

M / Lu	10:00 am - 11:30 am	FSAL
M / Lu	1:00 pm - 2:30 pm	CHC
T / Ma	3:00 pm - 4:30 pm	KWDO
W / Mi	9:15 am - 10:15 am	CHCAL
W / Mi	10:30 am - 12:00 pm	KWDO
W / Mi	1:00 pm - 2:30 pm	RIO
Th / Ju	8:30 am - 10:30 am	RIO
Th / Ju	10:30 am - 12:00 pm	EMER
Th / Ju	3:00 pm - 4:30 pm	EMER

For classes in Santa Ana, please call 714-241-5700.



Manipulative Skills for Older Adults (OAP-823) / Habilidades Creativas de Destreza para Adultos

Concentrates on improvement of motor skills and decision-making through utilization of a variety of art media and techniques. A basic manipulative skills class for the older adult. Open entry/open exit.

CRAFTS		
W / Mi	8:30 am - 10:00 am	RIO
Th / Ju	10:00 am - 11:30 am	FCLV
Th / Ju	10:00 am - 11:30 am	FSAL
F / Vi	9:00 am - 10:30 am	FCLV
F / Vi	10:30 am - 12:00 pm	EMER

BEGINNING WATERCOLOR		
M / Lu	12:00 pm - 3:00 pm	OEC

ADVANCED WATERCOLOR		
T / Ma	12:30 pm - 3:30 pm	OEC

DRAWING		
W / Mi	12:00 pm - 3:00 pm	OEC

QUILTING		
T / Ma	12:00 pm - 2:30 pm	OEC
W / Mi	12:00 pm - 2:30 pm	OEC
Th / Ju	12:00 pm - 2:30 pm	OEC

Creative Cooking (OAP-518) / Cocinando con Creatividad

Designed to enhance awareness of current cooking techniques. Demonstrations and lectures will include information on basic nutrition and consumer awareness. A variety of cooking appliances and methods will be utilized. Open entry/open exit.

M / Lu	1:00 pm - 2:30 pm	RIO
M / Lu	3:00 pm - 4:30 pm	FSAL

Physical Fitness for Older Adults (OAP-894) / Ejercicio Físico Para Adultos Mayores

Teaches movement exercises designed to improve or maintain flexibility, strength, endurance, and cardiovascular and respiratory functions. Emphasizes motor movements, eye-hand coordination and body space awareness. Open entry/open exit.

MW / Lu, Mi	10:00 am - 11:30 am	CHC
M / Lu	10:30 am - 11:30 pm	FCLV
M / Lu	11:00 am - 12:00 pm	RIO
M / Lu	12:45 pm - 2:15 pm	FSAL
MW / Lu, Mi	1:00 pm - 2:30 pm	OSC
M / Lu	1:30 pm - 3:00 pm	FCLV
M / Lu	2:30 pm - 4:00 pm	EMER
M / Lu	3:30 pm - 5:00 pm	KWDO
T / Ma	9:00 am - 10:00 am	EMER
T / Ma	10:30 am - 12:00 pm	OPH
T / Ma	2:00 pm - 4:00 pm	OEC
W / Mi	8:30 am - 10:00 am	OSC
W / Mi	10:00 am - 12:00 pm	RIO
W / Mi	3:00 pm - 4:30 pm	OEC
Th / Ju	2:00 pm - 3:30 pm	OEC
Th / Ju	2:30 pm - 4:00 pm	FSAL
Th / Ju	3:30 pm - 5:00 pm	KWDO
F / Vi	9:00 am - 11:00 am	OEC
F / Vi	10:30 am - 12:00 pm	KWDO
F / Vi	1:00 pm - 3:00 pm	RIO
F / Vi	3:00 pm - 4:30 pm	EMER
S / Sá	8:30 am - 10:30 am	OEC
S / Sá	9:00 am - 10:30 am	NRI
S / Sá	10:00 am - 11:30 am	KWDO

BEGINNING YOGA / INTRODUCCIÓN A YOGA		
M / Lu	1:45 pm - 3:45 pm	OEC
M / Lu	4:45 pm - 6:15 pm	OEC
T / Ma	7:15 am - 8:45 am	OEC
T / Ma	11:45 am - 1:15 pm	OEC
W / Mi	4:45 pm - 6:15 pm	OEC

Balance and Mobility for Older Adults (OAP-894) / Movilidad y Balance para Adultos Mayores

This class is designed to help lower risk for falls by improving balance and providing education on fall prevention. Participants will engage in a variety of physical activities geared to improving balance and reducing risks for falls.

MW / Lu, Mi	1:00 pm - 2:30 pm	OSC
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Seminar for Older Adults (OAP-802) / Programas Para Adultos Mayores

Provides information and a discussion forum related to the examination of concerns common to older adults. Discovers specific needs and interests and examines current news events as interpreted through historical background and current political/regional developments and changes.

M / Lu	9:00 am - 10:30 am	FCLV
M / Lu	9:00 am - 11:00 am	RIO
T / Ma	8:30 am - 10:00 am	RIO
T / Ma	9:30 am - 11:30 am	FSAL
T / Ma	10:00 am - 11:30 am	FCLV
T / Ma	10:00 am - 12:00 pm	RIO
T / Ma	10:00 am - 11:30 am	OSC
T / Ma	10:00 am - 12:00 pm	EMER
T / Ma	1:00 pm - 3:00 pm	EMER
T / Ma	1:00 pm - 3:00 pm	RIO
T / Ma	2:00 pm - 3:30 pm	FSAL
T / Ma	3:00 pm - 5:00 pm	EMER
W / Mi	10:00 am - 11:30 am	FCLV
W / Mi	1:00 pm - 2:30 pm	FSAL
W / Mi	3:00 pm - 4:30 pm	KWDO
Th / Ju	10:00 am - 11:30 am	FCLV
Th / Ju	10:30 am - 12:00 pm	RIO
Th / Ju	1:00 pm - 2:30 pm	FSAL
Th / Ju	1:00 pm - 3:00 pm	RIO
F / Vi	9:00 am - 10:30 am	KWDO
F / Vi	8:30 am - 10:30 am	RIO
F / Vi	10:30 am - 12:00 pm	KWDO
S / Sá	9:00 am - 10:30 am	FSAL

BEGINNING LIFE STORY WRITING		
T / Ma	1:00 pm - 4:00 pm (2/9 - 5/4/10)	OEC

ADVANCED LIFE STORY WRITING		
W / Mi	1:00 pm - 4:00 pm (2/10 - 5/5/10)	OEC

Focus on Mental Aerobics for Older Adults (OAP-802) / Aerobics Mental para Para Adultos Mayores

This class will provide a variety of interactive exercises designed to stimulate mental awareness and acuity. Designed for active adults who want to continue to sharpen their mental skills.

T / Ma	10:00 am - 11:30 am	OSC
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Did you know that in a year or less you can earn a certificate to prepare for a career in a high demand occupation in Orange County?

Business Skills Program classes are offered fall, spring and summer throughout the Orange and Anaheim Hills areas mornings, afternoons and weekday evenings.

Classes are FREE.

Classes can be taken individually or as part of a certificate sequence.

Call 714-628-5900 today for more information, or register at:

1465 N. Batavia St.
Orange, CA 92867

COUNSELING

The Counseling Department assists students in meeting their educational and career life goals through orientation, assessment, academic advisement, career planning, workshops, individual and group counseling.

Academic Advisement

- ▶ Individual assessment of transcripts and graduation requirements
- ▶ Referrals to tutoring, Disabled Student Program Services (DSPS) and outside agencies
- ▶ Vocational/educational planning
- ▶ Personal Counseling
- ▶ Individual or group counseling
- ▶ Initial crisis intervention
- ▶ Community referrals
- ▶ Group/classroom presentations
- ▶ Counseling topics of instructors' choices
- ▶ Community job/resource fairs
- ▶ Residency/naturalization workshops
- ▶ Matriculation to college (help with application, testing, financial aid information, and enrollment in classes)

For more information visit the Orange Education Center Counseling Office Room 117, 714-628-5929. Counselors are also available at SCC E-307, 714-628-4830. For counseling services available at other continuing education locations, please call 714-628-5929.

CAREER CENTER

The Career Center offers assistance with career and educational information, assessment to determine career interest, resumé and job application preparation, interviewing practice, job search and follow-up.

Please call 714-628-5942 to schedule an appointment for assistance with career exploration, development of resúmes, or completion of college applications.

STUDENT CLUBS & STUDENT ACTIVITIES / Clubs y Actividades Estudiantiles

Associated Student Government / Junta Estudiantil

For more information call 714-628-5947

FOR REGISTRATION INFORMATION CALL

Para Información en como inscribirse llame

714-628-5900

FOR REGISTRATION INFORMATION CALL

Para Información en como inscribirse llame

714-628-5900



MAP OF LOCATIONS / MAPA DE LOCALIDADES

ANAHEIM HILLS

- CHC** Canyon Hills Club
525 S. Anaheim Hills Rd.
- CHC AL** Canyon Hills Club Asst. Living
525 S. Anaheim Hills Rd.
- NRI** Nohl Ranch Inn
380 S. Anaheim Hills Rd.

ORANGE

- 4 EMCC** El Modena Community Center
18672 Center St.
- 3 EMHS** El Modena High School
3920 Spring St., Rm. 326
- EMER** Emeritus at Orange
142 S. Prospect Ave.
- FCLV** Fountain Care Center-La Veta
1835 W. LaVeta Ave.
- FRLYCT** Friendly Center
615-A Lemon St.
- FSAL** Fountain Senior Assisted Living
1800 W. Culver Ave.

- KWDO** Kirkwood of Orange
1525 E. Taft Ave.
- 1 OEC** Orange Education Center
1465 N. Batavia St.
- OHS** Orange High School
525 N. Shaffer St.
- OPH** Orange Park Heights
340 N. Newport Blvd.
- OSC** Orange Senior Center
170 S. Olive St.
- RIO** Rehabilitation Inst. of So. California
1800 E. LaVeta Ave.
- 5 SCC** Santiago Canyon College
8045 E. Chapman Ave. (Rm. E-307)
- 2 UCIMC** UCI Medical Center
200 S. Manchester, Floor 8 (Rm. B) (ESL Classes)
- UCMC** UCI Medical Center
101 City Drive South (Rm. 2105) (Childbirth Classes)

