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Learning for Your Life with Harper College COMMUNITY EDUCATION

| CAREER TRAINING |
| PERSONAL ENRICHMENT |
| LIFELONG LEARNING (50+) |
| ONLINE + IN-PERSON |

CLASSES STARTING MAY-AUGUST 2023
LIFELONG LEARNING INSTITUTE (LLI) ANNUAL MEMBERSHIP FOR 2023

Save money and receive exclusive benefits with a premier membership.

- Access to exclusive premier members-only courses
- 50% discount on designated LLI courses

Membership is just $50 for the whole year and pays for itself after three LLI courses.

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INZONE – ENRICHMENT AND SPORTS CAMP

FOR AGES 6-14, JUNE 5 – AUGUST 11

Provide your children with a summer of adventure and learning on our campus. Avoid summer boredom with over 150 different courses in sports, art, cooking, music, design, and technology. Flexible and full of options, our courses can be taken individually or full day with before and after care options.

Get started and plan your summer by visiting harpercollege.edu/inzone

ACT/SAT PRACTICE TESTS AND EXAM PREP FOR TEENS

It’s proven that students can increase their ACT/SAT scores in a matter of weeks. Harper partners with Sylvan Learning to offer the ACT/SDAT practice tests and exam prep on the College campus. With small group instruction, practice tests, and the SylvanPrep online tool, students cover all areas of the ACT/SAT exam.

Learn more on p. 46
## Top 10 Most Popular Courses

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COMMUNITY EDUCATION COURSE SCHEDULE

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ONLINE REGISTRATION CE.HARPERCOLLEGE.EDU
Get Fit This Summer: The Health and Recreation Center - Building M

Our new partnership with Palatine Park District to offer fitness and wellness classes in Building M got off to a great start this spring. Harper’s Community Education Department is developing this partnership so you will see new classes appearing each semester. For instance, this summer you can learn about bike riding with a group of like-minded people.

The Foglia Foundation Health and Recreation Center was fully renovated in 2018 and now we are offering a set of classes that utilizes the best the building has to offer. Look at some of what we are offering this summer:

- Bike Riding (Take advantage of the summer weather to ride around our beautiful campus!)
- Yoga
- A variety of dance classes
- Strength and fitness classes

In today's world we have come to recognize the benefits of an active lifestyle for both our physical and psychological health. Taking a community education class not only provides the opportunity to be active but allows you to learn more about wellness and apply it to your life. Our instructors are committed to helping people develop healthy lifestyles and truly take an interest in your goals. You will benefit from being connected to our instructors and fellow students.

I encourage you to visit our Community Education website for more information: ce.harpercollege.edu
We hope to see you on campus this summer.

Dr. Avis Proctor
President, Harper College
Learning Options to Fit Your Life

Live Online Classes (LIVE) :
These are classes where an online meeting is being used like an in-person classroom. Days and times for the meetings are specified, with online lectures being used as the primary way in which course content is being presented. These classes will either utilize Webex or Blackboard (with Blackboard Collaborate Ultra for class meetings). Information on your virtual classroom will come directly from your instructor via email.

Self-Paced Online Classes (SELF-PACE) :
In these classes, content (lectures, readings, videos, etc.) is placed on a protected website (Blackboard, in most instances). Some self-paced classes may have occasional class meetings, though meetings are not the primary way in which content is being presented to you. Self-paced classes will have active instructor participation and deadlines even without live meetings. You will receive instructions for accessing the class materials prior to the start of classes via email.

In-Person Classes (IN-PERSON) :
These classes meet in-person at the designated campus or offsite location. The room number and most up-to-date information is available on the course page at ce.harpercollege.edu. For information on prevention and resources related to COVID-19, please visit harpercollege.edu/advisory.

Blended Classes (LIVE, IN-PERSON) :
Blended classes use a combination of in-person and online meetings. Information on the class structure will come directly from the instructor.

Our online classes are labeled as “Live Online” and “Self-Paced Online”, so that you know how each class will be conducted. In-Person classes are indicated by a campus (or offsite) location. When you register for a class, your instructor will send an email to you a few days before the start of the class with information about how the class will be taught and, if applicable, login information.

We know our print catalog is convenient but as always, the most complete and current information is online at ce.harpercollege.edu.
Business and Careers
Accounting and Finance for Non-Financial Managers (ONLINE Self-Paced)
Activity Director Bookkeeping (ONLINE Self-Paced)
Certified Dementia Care Practitioner Customer Service (ONLINE Self-Paced)
Customer Service and Sales Specialist Digital Marketing (ONLINE Self-Paced)
Diversity, Equity, and Inclusion Marketing
Grant Writing Management (ONLINE Self-Paced)
Management Essentials Online QuickBooks (ONLINE)
Project Management (ONLINE Self-Paced)
Project Management Specialist Real Estate Staging Six Sigma Green Belt (ONLINE Self-Paced)
Supervisory and Leadership (ONLINE Self-Paced)

Computers and Technology
Basic Game (ONLINE Self-Paced)
Data Analysis (ONLINE Self-Paced)
Data Analysis and Visualization with Microsoft Excel
Database Essentials Excel (ONLINE Self-Paced)
Graphic Design Software Essentials (ONLINE Self-Paced)
Interactive Website Design Microsoft Office Administrator
Microsoft Office: Word 2019 Microsoft Office Specialist: Access
Microsoft Office Specialist: Excel Microsoft Office Specialist: Word
Power BI (Business Intelligence) (ONLINE Self-Paced)
SQL (ONLINE Self-Paced)
WordPress (ONLINE Self-Paced)

Fitness, Health & Wellness
Food, Nutrition and Health (ONLINE Self-Paced)
Nutrition, Chronic Disease and Health Promotion (ONLINE Self-Paced)

Music & Arts
Business Writing (ONLINE Self-Paced)
Effective Grammar (ONLINE Self-Paced)
Sound Recording Writing

Personal Interests
Conversational Spanish

Safety Training
Introduction to Safety and Health Management for Managers and Supervisors*
Preventing Slips, Trips and Falls*
Electrical Hazards Awareness Lockout/Tagout*
Fall Hazard Awareness in Construction*
Confined Space Hazards in Construction*
Chemical Hazards in Manufacturing*
Machine Guarding and Tool Safety*
Introduction to Infectious Diseases*
Infectious Diseases: Controls and Mitigation*

*Employees of businesses with 2-250 or less employees are eligible to participate. See p 6 or visit harpercollege.edu/safety for more information.

Note: The courses required for any given badge may not be scheduled every term.
Free Safety Training for Workers & Businesses

Harper College offers FREE professional safety training classes for business employees and supervisors individuals planning to reenter the workforce. Classes available:

- Introduction to Health and Safety Management (for Managers and Supervisors)
- Preventing Slips, Trips and Falls
- Fall Hazard Awareness in Construction and General Industry (also available in Spanish)
- Electrical Hazard Awareness and Lockout/Tagout (also available in Spanish)
- Confined Space Hazards in Construction & General Industry
- Chemical Hazards in Manufacturing and General Industry
- Machine Guarding and Tool Safety
- Introduction to Infectious Diseases
- Infectious Diseases: Controls and Mitigation

Worker Benefits
- Understand the impact of workplace accidents on workers and companies.
- Understand OSHA rules and industry standards for safety.
- Learn how workplace accident prevention benefits both employees AND employers.

Company Benefits
- Avoid worker replacement costs & time away from work due to accidents and injury.
- Avoid workplace disruptions, loss of productivity and product quality.
- Better management of worker compensation expenses.

Class Format
Classes are held in a Live-Online format, at a scheduled day and time, in the convenience of your home or workplace. The Instructor contacts participants 2-3 days in advance of the class with information on the online access.

Class Completion
Participants are awarded a “Harper College Digital Badge/Safety Training” upon successful completion of each safety class.

Call 847.925.6300 or email safetytraining@harpercollege.edu
REGISTER TODAY at www.harpercollege.edu/safety

Disclaimer: This material was produced under grant number SH-99061-SH0 from the Occupational Safety and Health administration, U.S. Department of Labor. It does not necessarily reflect the views or policies of the U.S. Department of Labor, nor does mention of trade names, commercial products, or organizations imply endorsement by the U.S. government.
Free Safety Training Classes
Harper College offers a series of FREE, professional safety classes for managers and employees throughout the Chicago area. Individuals (employed or unemployed) can register for the free classes directly on the Harper College website. Businesses with 2 to 250 employees are eligible and Harper can offer custom training schedules for groups of 4 or more employees.

Safety Awareness Training

Confined Space Hazards in Construction and General Industry

This course covers the requirements of the OSHA Permit-Required Confined Space Standard. Course topics include safety and health hazards associated with confined space entry, and the evaluation, prevention, and abatement of these hazards. The course covers OSHA requirements for both the General Industry and Construction standards. This course is designed for small employers or a designated representative (line supervisor or manager) with the responsibility to develop a permit-required confined space program. Upon course completion students will have a basic understanding of confined space hazards, evaluating and abating of the hazards, the roles and responsibilities for attendants, entrants and entry supervisors, and determining when a confined space shall be classified as a permit-required confined space.

Sensibilizacion Sobre Peligros Electricos y Bloqueo/Etiquetado: Electrical Hazards (Spanish)

La corriente eléctrica puede ser muy peligrosa e incluso fatal. De acuerdo con los datos nacionales de OSHA sobre lesiones en el lugar de trabajo, la electrocución es el número tres de las "Cuatro Fatales" de Las Causas Más Comunes de Muerte en los Sitios de Construcción. Las lesiones en el lugar de trabajo se pueden reducir o evitar cuando los empleados reciben capacitación regular y son más conscientes de sus alrededores. En esta clase, a los alumnos se les enseña a comprender los conceptos básicos de la electricidad, cuáles son los diversos tipos de peligros eléctricos, cómo reconocer los peligros eléctricos en su lugar de trabajo y las normas y reglamentos de OSHA.

OSHA 10 and 30 Hour Courses now available through Harper CE!

Learn OSHA's best practices for reducing accidents and injuries at the workplace. Explore major hazards encountered in general industry and solutions for recognizing, controlling, and applying protections against them. Learn more on p. 17.

Visit CE.HARPERCOLLEGE.EDU for latest course information.
Fall Hazard Awareness in Construction and General Industry

One of the top ten workplace injuries reported by OSHA are related to fall hazards. In the construction industry, the most common causes for injuries typically involve ladders; roofs; tops of equipment, scaffolds, and other elevated work surfaces. It is also reported that the number one type of OSHA safety violation on worksites is related to fall hazards. This course will examine the various types of fall hazards, and include details on how to identify them. It will also offer information on best safety practices, to include ladder safety principles. The course follows current OSHA’s Fall Protection Standards, which provides clearly defined principles to follow on how to protect workers.

Instructor: Robin Coyne

Introduction to Infectious Diseases

With the rise of COVID-19, the need for having a clear understanding of what the disease is, how it can be transmitted, and best practices for protecting the public and decreasing its spread, training and awareness is critical. In this course, students will learn about different infectious diseases, how they are transmitted, and safety procedures to promote safe workplace environments. The class also covers worker rights, workplace safety standards, and laws that are in place to protect employees. Upon completion of the course, students will have the working knowledge necessary to prevent and limit the spread of infectious disease, and how to prevent the exposure and or spread of in the workplace.

Instructor: Robin Coyne

Infectious Diseases: Controls and Mitigation

Exposure to infectious diseases is an issue for the public as a whole and has changed the way we all operate in or daily lives. This course will cover the various issues that have come up with regard to infectious disease control and mitigation processes in the workplace. The class will also cover OSHA rules, regulations and other industry standards related to infectious illnesses, controls to prevent exposure to COVID-19 and other infectious illness and include personal protective equipment procedures. This course will also provide suggested procedures to change their workplace safety programs.

Instructor: Robin Coyne

Introduction to Safety and Health Management for Managers and Supervisors

Each year, approximately 6,000 employees in this country die from workplace injuries while another 50,000 die from illnesses caused by exposure to workplace hazards. In this course, you will learn how to effectively implement a comprehensive safety and health management system. You will learn how to address key injury and illness prevention elements and those central issues that are critical to each element’s proper management. The course structure includes interactive training and class discussion. Upon completion, you will have a better understanding and working knowledge necessary to implement successful and effective health and safety practices for your company.

Instructor: Tamuriat Gilbert
Machine Guarding and Tool Safety in General Industry

This course is designed to help organizations in manufacturing and all general industry classification to obtain information that will allow them to identify machine guarding and tool safety and how they affect their employees and their work locations. Participants will learn how to identify machine guarding and tool safety and how to avoid the hazards by being proactive and less reactive with its safety programs and general industry operations. Participants will learn how to maintain and sustain machine guarding and tool safety hazard awareness and how to evaluate and re-evaluate all machine guarding and tool safety within the general industry guidelines.

LSA0010-010 ONLINE - Live Meetings
06/07/23 WE 1:00 pm-5:15 pm
Instructor: Brent Bryden
TUITION & FEE: FREE

LSA0010-011 ONLINE - Live Meetings
07/18/23 TU 1:00 pm-5:15 pm
Instructor: Brent Bryden
TUITION & FEE: FREE

Preventing Slips, Trips and Falls

Did you know that slips, trips, and falls are the leading cause of most workplace related injuries? No matter the industry, hospitality, event, manufacturing, construction, or general office space, slip, trip, or fall hazards are everywhere. Additionally, according to the Occupational Safety and Health Administration (OSHA), 8% of them are fatal! This interactive class, led by an OSHA Outreach Trainer, covers recognizing risk factors AND controlling slip, trip and fall hazards. OSHA rules, regulations and other industry standards related to slips, trips, and falls will be covered, as well as mitigation procedures and processes. Workers, managers, and supervisors are encouraged to attend.

LSA0001-058 ONLINE - Live Meetings
05/24/23 WE 8:00 am-12:15 pm
Instructor: Tamuriat Gilbert
TUITION & FEE: FREE

LSA0001-059 ONLINE - Live Meetings
07/11/23 TU 8:00 am-12:15 pm
Instructor: Tamuriat Gilbert
TUITION & FEE: FREE

Prevención de Resbalones, Tropezones y Caídas: Preventing Slips, Trips and Falls -(Spanish)

¿Sabía que los resbalones, tropezones y caídas son la principal causa de accidentes en el trabajo? Además, según la Administración de Salud y Seguridad Ocupacional (OSHA), ¡El 8% de ellos son fatales! Esta clase interactiva, dirigida por un Entrenador de Extensión de OSHA, cubre el reconocimiento de los factores de riesgo Y el control de los peligros de resbalones, tropiezos y caídas. Se alienta a los trabajadores, gerentes y supervisores a que asistan a las clases de la Subvención de Capacitación Susan Harwood, que son muy interactivas e impartidas por profesionales experimentados en seguridad y Entrenadores de Extensión de Salud y Seguridad Ocupacional. Los participantes reciben materiales de clase y una Credencial electrónica al finalizar la clase.

LSA0016-003 ONLINE - Live Meetings
06/08/23 TH 5:00 pm-9:15 pm
Instructor: Juan Galvan
TUITION & FEE: FREE

LSA0016-004 ONLINE - Live Meetings
07/20/23 TH 5:00 pm-9:15 pm
Instructor: Juan Galvan
TUITION & FEE: FREE
Business & Careers

Advance your career, build your business or start a new career. Our courses and digital badges provide you the tools for success.

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- Google Career Certificates

DON’T MISS
- Accounting and Finance for Non-Financial Managers
- Digital Badge
- Bookkeeping Digital Badge
- Customer Service Digital Badge
- Digital Marketing Digital Badge
- Management Digital Badge
- Project Management Digital Badge

Online Self-Paced Digital Badge in Accounting and Finance for Non-Financial Managers

Every successful manager uses financial information to make effective decisions. Accounting and Finance for Non-Financial Managers explains the financial concepts and accounting principles used in most businesses and provides practical techniques for increasing your organization’s effectiveness. You will gain a better understanding of resource allocation and how to evaluate financial performance at the strategic and operational levels. Learn the importance of cash flow management as well as budgeting, goal setting, and performance assessment.

This Online Digital Badge requires completion of three courses: Accounting and Finance for Non-Financial Managers; Cash is King and Financial Analysis and Planning for Non-Financial Managers. Three one-month online courses. These courses may be taken individually.

LRN0023-018 ONLINE-Self Paced
06/05/23-09/01/23
TUITION & FEE: $495.00

Accounting and Finance for Non-Financial Managers

Every successful person in the workplace utilizes financial information to aid effective decision making. Learn the financial concepts and accounting processes used in most businesses. Focus on practical techniques that will increase your effectiveness and career, such as understanding the seven steps in the accounting cycle and using financial information in decision making. Come away with the knowledge to analyze resource allocation and evaluate financial performance.

LRN0004-022 ONLINE-Self Paced
06/05/23-06/30/23
TUITION & FEE: $195.00

Accounting - Cash is King

Cash management is one of the most important factors in the financial success of your business. D&B reports that 90% of all small business failures are due to poor cash management and inadequate cash flow, leading to more money getting paid out than collected. Non-financial managers usually make the key differences in day-to-day cash flow decision making. Learn how to optimize cash flow, uncover hidden internal and external sources of cash, and how to cultivate solid cash management in your company.

LRN0024-022 ONLINE-Self Paced
07/04/23-07/28/23
TUITION & FEE: $195.00

Financial Analysis and Planning for Non-Financial Managers

Designed for non-financial managers, business owners, entrepreneurs, and other decision-makers, this advanced course will take the mystery out of money matters. Throughout this course, financial information that drives your organization, as seen on the business’s reports, will be assessed and analyzed to understand it. An understanding of this information will help you make smart decisions when it comes to budgeting, setting goals, and assessing performance within your own area of influence.

LRN0139-015 ONLINE-Self Paced
08/07/23-09/01/23
TUITION & FEE: $195.00

Online Self-Paced Bookkeeping Digital Badge

This Bookkeeping Digital Badge will provide you with the knowledge needed to measure, and manage, the financial health of your business. This program focuses on cash basis accounting. No one will care more about the financial health of your business than you! Even if you plan to outsource your bookkeeping needs, you should still understand how the process works.

This digital badge requires the completion of three courses: Understanding Debits and Credits, General Ledger and Month End Procedures, Closing Procedures and Financial Statements. These courses may also be taken individually.

LRN0176-008 ONLINE-Self Paced
06/05/23-09/01/23
TUITION & FEE: $495.00

Understanding Debits and Credits

In this course, you will learn about the accounting equation and the five categories involved in every business (Assets, Liabilities, Owner’s Equity, Revenue and Expenses). Every financial transaction falls into one or more of these categories. Learn how to create a chart of accounts that meet the needs of your business. You will learn how double entry bookkeeping works and the process of recording debits and credits. This course will show you how to identify, analyze, and record transactions using journal entries under the cash basis accounting method.

LRN0177-009 ONLINE-Self Paced
06/05/23-06/30/23
TUITION & FEE: $195.00

Scan me to learn more about Business and Careers

Learn more at ce.harpercollege.edu, “Browse Our Programs/ Business and Careers”
General Ledger and Month End Procedures

In this course, you will learn how to post journal entries to the correct general ledger accounts impacted by each transaction. This course will show you how to make sure your general ledger balances at the end of each month by preparing an unadjusted trial balance. You will learn how to look for errors when you don’t balance, and how to determine to correct entries. After posting correcting entries and/or adjusting entries, you will verify debits and credits equal with an adjusted trial balance. This course also goes through the steps of preparing monthly bank reconciliations.

LRN0178-009 ONLINE Self-Paced 06/05/23-07/30/23
TUITION & FEE: $195.00

Closing Procedures and Financial Statements

This course shows you how to create a worksheet used to adjust the account balances and prepare the financial statements. Use your financial statements to measure performance, make improvements and set goals. The final step covered in this course is closing your accounting period; this is done by journalizing and posting closing entries.

LRN0179-009 ONLINE Self-Paced 08/07/23-09/01/23
TUITION & FEE: $195.00

Online Self-Paced Bookkeeping Digital Badge

Whether you are an entrepreneur, running a family business, or just looking to add to your skill set, this Bookkeeping Digital Badge will provide you with the knowledge needed to measure and manage the financial health of your business.

This Digital Badge requires completion of three one-month online self-paced courses. You may register for the Digital Badge, which includes all three courses, or take the courses separately:

- LRN0176: Bookkeeping Digital Badge
- LRN0177: Understanding Debits and Credits
- LRN0178: General Ledger and Month End Procedures
- LRN0179: Closing Procedures and Financial Statements

LRN0178-009 ONLINE Self-Paced 07/04/23-07/28/23
TUITION & FEE: $195.00

Online Self-Paced QuickBooks Digital Badge

Save time, track money, and get important insights with QuickBooks Online. QuickBooks Online is the leading online accounting platform. It is the preferred choice for small business managers, owners, bookkeepers and accounting professionals. Get a comprehensive understanding of QuickBooks Online. Then learn how to work with more advanced QuickBooks Online topics.

This Digital Badge (LRN0204) requires completion of two courses:
- QuickBooks Online Level 1
- QuickBooks Online Level 2

LRN0204-003 ONLINE Self-Paced 06/05/23-07/28/23
TUITION & FEE: $395.00

QuickBooks Online Level 1

Get a comprehensive understanding of QuickBooks Online, one of the most popular cloud based accounting programs and preferred choice for small business managers, owners, bookkeepers and accounting professionals. In four hands-on units you will learn how to use QuickBooks Online to enter sales, purchases, receive and make payments and add inventory.

LRN0205-003 ONLINE Self-Paced 06/05/23-07/30/23
TUITION & FEE: $195.00

QuickBooks Online Level 2

Now know how to work with more advanced QuickBooks Online topics. Become capable with such skills as how to customize settings, banking, credit cards, foreign currencies, statements for debts collection, using tags and projects.

LRN0206-003 ONLINE Self-Paced 07/04/23-07/28/23
TUITION & FEE: $195.00

Aviation and Transportation

Forklift Operator Training

Forklift Operator Training provides students with knowledge and skills to operate a powered industrial truck (forklift) in a safe and professional manner. Training combines formal classroom instruction, practical hands-on, behind-the-wheel training, and evaluation of workplace performance. Unlike a driver’s license, there is no forklift license to obtain. Classes meet at Equipment Depot, 751 Exprexway Drive, Itasca, IL 60143. Classes are conducted in English.

LBS00010-049 Equipment Depot 06/06/23 8:00 am-12:00 pm
TUITION & FEE: $195.00

Building Inspection and HVAC

Refrigerant Handling Workshop

Increase your odds of passing the EPA Technician Certification exam by allowing you to handle and recover refrigerants at all technician levels. Students significantly improve their passing rates by taking this class which includes hands-on workshop and EPA exam. Students, however, may choose to enroll in course LMR0002, Refrigerant Handling Exam which is the exam only.

LMR0001-018 Harper Main Campus 06/08/23-06/15/23 TH 12:00 pm-3:00 pm
Instructor: Jose Vital
TUITION & FEE: $166.00
Refrigerant Handling Exam
Take the EPA Technician Certification exam allowing you to handle and recover refrigerants at all technician levels. Students who need to retake the exam or need additional certifications should register for this course. Passing the exam satisfies the refrigerant certifications and EPA requirements.

LMR0002-062 Harper Main Campus 06/19/23 TH 12:00 pm-3:00 pm Instructor: Jose Vital
TUITION & FEE: $40.00

LMR0002-063 Harper Main Campus 07/06/23 TH 12:00 pm-3:00 pm Instructor: Jose Vital
TUITION & FEE: $40.00

LMR0002-064 Harper Main Campus 07/27/23 TH 12:00 pm-3:00 pm Instructor: Jose Vital
TUITION & FEE: $40.00

Business Communication and Conflict Resolution

Effective Business Writing
Businesses increasingly rely on technology, technological skills alone do not guarantee success in the workplace. You must still develop your ideas, express them clearly, and persuade others of their viability. This course offers effective strategies to sharpen your writing skills by structuring your ideas logically, exercising diplomacy in letters and reports, and shaping your arguments. In contemporary business environments, information overload makes it necessary for you to communicate clearly and concisely. Trying to make sense of a disorganized email message can be frustrating given the number of emails you have to answer daily. By analyzing your audience, organizing your writing, and employing effective persuasive techniques, your writing will make an impact.

LBS0086-005 Harper Learning & Career Center, PH 05/23/23-05/25/23 TH 5:30 pm-8:30 pm Instructor: Angela D Valentine
TUITION & FEE: $250.00

LBS0086-006 Harper Learning & Career Center, PH 08/07/23-08/09/23 MO WE 1:30 pm-4:30 pm Instructor: Angela D Valentine
TUITION & FEE: $250.00

Career Readiness

Digital Skills for Job Seekers
This course provides students with an introduction to basic digital skills needed for today’s workforce. Includes an overview of operating systems, cloud-based word processing, spreadsheets, presentation applications, collaboration and remote work basics and online job seeking strategies.

LGP0015-003 ONLINE - Live Meetings 08/06/23 TU 10:00 am-11:00 am Instructor: Angela D Valentine
TUITION & FEE: $25.00

Power Your Online Job Search
This course teaches students how to manage the main tasks of an online job search. Learn how to keep track of jobs and to manage the application process using a spreadsheet, explore strategies to use Google Search to find open positions, learn the basic strategies and tips for online interviewing and more.

LGP0017-003 ONLINE - Live Meetings 06/20/23 TU 10:00 am-11:00 am Instructor: Angela D Valentine
TUITION & FEE: $25.00

Resume Writing Strategies
This course provides students with the tools needed to design a targeted resume to use when applying for positions in today’s job market. Learn how to create and save your resume in cloud-based platforms so they can be accessed anytime from any device with a wifi connection. Learn the strategies to make your resume stand out and speak specifically to the targeted position. Includes cover letter and follow-up strategies. Topic will cover how to save resumes in different forms such as Microsoft Word, Google Docs and PDF formats.

LGP0016-003 ONLINE - Live Meetings 06/13/23 TU 10:00 am-11:00 am Instructor: Angela D Valentine
TUITION & FEE: $25.00

Customer Service

Online Self-Paced Customer Service Digital Badge
Good customer service is essential for all businesses and work organizations. With the increase in technology, human interaction with customers becomes more important. Learn to improve your customer service skills to enhance your career skill set, improve productivity, and increase your success.

This Digital Badge (LRN0056) requires completion of two courses:
- Extraordinary Customer Service
- Keys to Customer Service

Customer Service

Online Self-Paced Customer Service Digital Badge
Good customer service is essential for all businesses and work organizations. With the increase of technology, human interaction with customers becomes all the more important. Whether it relates to retaining customers, serving your audience or turning inquiries from potential customers into sales, good customer service is now one of the central factors in organizational success. Learn to improve your customer service skills to enhance your career skill set, improve productivity, and increase your success.

To earn this Digital Badge, you will complete two courses: Extraordinary Customer Service and Keys to Customer Service. These courses may also be taken individually.

LRN0056-019 ONLINE-Self Paced 06/05/23-07/28/23 TUITION & FEE: $245.00
Keys to Customer Service
Learning to build your customer service skills will have a powerful impact on your career success as well in other areas of your life. Discover the direct relationship between service skills and career achievement to become an exceptional service provider. You can help your organization and your career by translating your good service intentions into a workable plan and gain knowledge of ways to consistently deliver great service. The payoff is enormous.

Extraordinary Customer Service
Transform your customer service into something extraordinary and separate yourself from your competition. As a result, more repeat business will improve your bottom line. Extraordinary customer service comes from focusing on the few essential elements that yield big results. Discover how easy it is to tweak your customer service from the ordinary to the extraordinary. You will take away a customer service plan that will help you focus on the key elements of success.

Education
Gender Matters: Gender in the Classroom
Discover why girls waste 30% of their study time, why boys get worse grades than girls, why boys do less homework than girls, and the 5 learning habits girls get in school that hurts them in the workplace.

Your female students learn differently than your male students. Take away 10 top tips for helping girls learn more, and the 5 tips to help boys succeed more. Get info about research not available anywhere else.

Entrepreneurship and Small Business
Creating a Successful Business Plan
Turn your business ideas into a solid plan for financing and long-term success. Committing your idea to paper in the form of a business plan not only increases your chances of obtaining financing, but also in keeping your business strategically focused. You will work through all the major components of writing a business plan and emerge with your first draft in hand. And most importantly, you will have completed the first and most difficult step on the path to small business success.

Start Your Own Small Business
In this class, you will learn everything you need to know about starting a business. You will begin by discovering the tricks to picking the right opportunity for you. Next, you will learn how to develop proven marketing techniques to easily build sales. Since every business needs money, this course discusses traditional and non-traditional financing options. Finally, you will learn easy to implement employee management procedures and how to write business policies that help you build your business. In the final lesson, you will learn time management techniques especially for entrepreneurs.

Extraordinary Customer Service
Transform your customer service into something extraordinary and separate yourself from your competition. As a result, more repeat business will improve your bottom line. Extraordinary customer service comes from focusing on the few essential elements that yield big results. Discover how easy it is to tweak your customer service from the ordinary to the extraordinary. You will take away a customer service plan that will help you focus on the key elements of success.

Start and Operate Your Own Home Based Business
Starting a home based business is the hottest trend in today’s challenging business environment. Learn how to be your own boss and eliminate the stress of having a job. The benefits of working from home are endless. Earn what you deserve, be independent, have tax deductions, do away with traffic, office politics and more! Learn how to develop the entrepreneurial qualities, motivation, discipline, creativity, that you will need to succeed. This class is a great way to start your own business or enhance the one you already have.

Start Your Own Online Business
This course will give you a solid foundation for building and growing a successful digital business. You will be given a step by step approach that is easy to follow, from building a simplified strategy to branding your business. You will learn to create a product and how to build and launch your own website, engage prospective customers, and implement a process that will drive fresh leads to your business. So whether you are looking to generate a nice side income or even to replace your current income and ditch your full time job, this course is for you.

Visit CE.HARPERCOLLEGE.EDU for latest course information.
Google Professional

Google Career Certificates
With more businesses embracing digital ways of working, it’s estimated that 50% of all employees will need reskilling by 2025. As U.S. job growth returns, Google Professional Certificates help you gain the skills needed to benefit from greater economic opportunity. Certificates available in Data Analysis, UX Design, Project Management, IT Support, Android Development, and Digital Marketing and Commerce.

Harper College has been awarded the opportunity to participate in Google’s Career Certificates program which consists of available scholarships for the online/self-study program. Learning content will be available through Coursera until December 2024.

LGP0014-003  Harper Main Campus
08/06/23 - 08/20/23
TUITION & FEE: FREE

Grant Writing and Non-Profit

Grant Writing Digital Badge

The Grant Writing Badge reinforces competency in the grant writing process and in writing a comprehensive grant proposal. Emphasis will be applied in federal funding opportunities. This Digital Badge incorporates an Introductory and Advanced level comprehension of the types of grants, the grant writing process, funding principles, grant components, best practices, and criteria used to assess grant proposals.

LVM0005-003  ONLINE - Live Meetings
06/07/23 - 06/28/23  WE  5:30 pm-8:30 pm
Instructor: Dr. Susanne Brock
TUITION & FEE: $445.00

Healthcare

Activity Assistant Training Course
This specialized workshop is specifically designed for activity assistants in long-term care, assisted living, supportive living, and senior housing communities. Topics include activities for residents with dementia, how to address and manage resident behaviors, leading groups, small and large, one to one programs, and more.

This hands-on course is led by an industry expert in activity program consultation. This specialized training provides 6 clock hours of continuing education for Activity Assistants and Activity Directors.

LAH0014-004  Harper Learning & Career Center, PH
08/06/23 - 08/20/23
Instructor: Deborah Connery
TUITION & FEE: $125.00

Healthcare Provider CPR
This is the initial American Heart Association (AHA) Healthcare Providers CPR class. Learn about cardiovascular health and risk factors for heart disease. Practice techniques for choking victims, rescue breathing, CPR, and the use of an AED. Participants must demonstrate CPR and AED competencies for adult, child, and infant victims and pass written exam. Intended for any healthcare worker or student preparing to work in a hospital or clinical setting. Participants who pass will receive an AHA Healthcare Providers CPR card that is valid for two years.

LCP0002-179  Harper Learning & Career Center, PH
08/01/23 - 08/15/23
Instructor: William Cannone
TUITION & FEE: $95.00

Healthcare Provider CPR Renewal
This is the initial American Heart Association (AHA) Healthcare Providers CPR class. Learn about cardiovascular health and risk factors for heart disease. Practice techniques for choking victims, rescue breathing, CPR, and the use of an AED. Participants must demonstrate CPR and AED competencies for adult, child, and infant victims and pass written exam. Intended for any healthcare worker or student preparing to work in a hospital or clinical setting. Participants who pass will receive an AHA Healthcare Providers CPR card that is valid for two years.

LCP0002-177  Harper Main Campus
08/13/23 - 08/15/23
Instructor: William Cannone
TUITION & FEE: $95.00

Exam Preparation
Prepare for the National League of Nursing (NLN) pre-entrance exam (PAX) in this review course. The NLN PAX exam is required if for students seeking admission to most Health Career programs at Harper College. Taught by content experts who will review verbal areas, math, biology, anatomy, chemistry and test taking strategies.

LAH0004-032  ONLINE - Live Meetings
05/16/23 - 06/23/23
Instructor: Ken Frysztak
TUITION & FEE: $249.00

LAH0004-033  ONLINE - Live Meetings
07/18/23 - 08/01/23
Instructor: Ken Frysztak
TUITION & FEE: $249.00
ServSafe Food Sanitation Manager and Exam

Learn food safety practices and knowledge to protect individuals from food-borne illness by an industry professional. Gain the knowledge needed to pass the ServSafe Manager Certification exam which validates food safety knowledge in establishments tasked with ensuring proper food safety and handling. This course is a nationally approved, ANSI accredited course and is designed to meet the requirements of local, state, and federal guidelines. As part of the course tuition and fee, Students will receive a course manual and scantron for the exam on the day of class. The exam will be administered in the last 2 hours of the course. Exam results will be available in 7-10 days from the date of the course. With prior arrangement, the exam can be taken in Spanish.

Management

Online Self-Paced Management Digital Badge

Enhance your management skills through this program for supervisors, managers, and emerging leaders. Nothing creates success like a solid foundation. Discover the keys for effectively managing your employees. Find out how to create clear expectations, engage and motivate employees, and increase your effectiveness. Learn how to improve your management of time and productivity. Finally, get the keys to manage different generations in your workplace.

This Digital Badge requires completion of three required courses: Management Boot Camp, Collaborative Management and Managing Generations in the Workplace. These courses may also be taken individually.

- **LRN0063-018** ONLINE-Self Paced 06/05/23-09/01/23 TUITION & FEE: $595.00
- **LRN0064-022** ONLINE-Self Paced 06/05/23-06/30/23 TUITION & FEE: $295.00

Management Boot Camp

Enhance your management skills through this course for supervisors, managers, and emerging leaders. Nothing creates success like a solid foundation. Discover the keys for effectively managing your employees. Find out how to create clear expectations, engage and motivate employees, and increase your effectiveness through use of the DiSC personality profile, included. By the end of the course, you will manage with greater confidence and effectiveness on several fronts.

- **LRN0064-022** ONLINE-Self Paced 06/05/23-06/30/23 TUITION & FEE: $295.00

Collaborative Management

Whether you manage or lead people, collaborative skills are essential to help harness the energy of groups and teams for maximum performance and productivity. Knowledge of collaborative skills will enable you to gain participation quickly, get input and buy-in for building consensus, and plan for cooperation to get crucial projects completed. This course will help you explore the principles of collaborative management and gain insight on how to expand your collaborative skills for success of your team or organization.

- **LRN0001-022** ONLINE-Self Paced 07/04/23-07/28/23 TUITION & FEE: $245.00

Managing Generations in the Workplace

Today, several distinct generations are represented in the workforce. Discover what motivates each generation at work, what messages and incentives they value, and how they prefer to communicate. Identify practical strategies to help your manage Boomers, Gen X’ers, and Gen Y’s more effectively.

- **LRN0065-021** ONLINE-Self Paced 08/07/23-09/12/23 TUITION & FEE: $175.00

Online Self-Paced Supervisory and Leadership Digital Badge

For new or experienced managers, supervisors, team leaders and anyone who has been identified as a potential supervisor or manager, the online Supervisory and Leadership Digital Badge will provide practical, easy to understand, and insightful methods for effective delegation, performance management, and performance reviews. You will delve into the specifics of the supervisor’s role and responsibilities and acquire strategies that can be applied at your job immediately. Employees are your most valuable resource, so ensuring the efficiency of your team is critical to success.

- **LRN0036-019** ONLINE-Self Paced 08/07/23-09/01/23 TUITION & FEE: $395.00
Manufacturing and Industry

Distribution and Warehouse Essentials

Warehouses store goods and products until they are needed and, or ready for distribution. Warehousing allows for greater efficiencies and prevents goods from getting lost or stolen. Learn what distribution and warehousing practices and strategies exist within a global economy. Learn what companies do to create a competitive advantage through warehouse and distribution network design models. Explore current and future approaches companies use to integrate warehousing and distribution as a core competency within their supply chain strategy. Discuss what job roles and career paths exist in the Distribution and Warehousing field.

LBS0095-003 Harper Learning & Career Center, PH 08/03/23
Instructor: Steve Schoultz
TUITION & FEE: $125.00

Supply Chain Management Basics

The flow of goods and services between businesses and locations is important nationally and in a global economy. Gain an overview of the end-to-end supply chain management process within a global economy. Explore the organizational and process strategies used to design a supply chain. Learn the controls used to ensure needs are fulfilled in a satisfactory and cost-efficient manner. Discover the importance of an effective and ethical supplier relationship to the achievement of supply chain goals. Discuss what job roles and career paths exist within the supply chain management field.

LBS0094-004 Harper Learning & Career Center, PH 07/27/23
Instructor: Steve Schoultz
TUITION & FEE: $125.00

Marketing, Sales and Social Media

Introduction to Social Media

Get involved in the move from in-person to online communication. Learn what social networks are and their role in your business and personal life. Find out the top sites and how businesses are using the sites for communication, customer retention, branding, marketing, market research, needs assessment and serving customers and clients. Explore the options for your organization. Look at case studies of what other organizations are doing.

LRN0053-024 ONLINE-Self Paced
06/05/23-06/30/23
TUITION & FEE: $195.00

Marketing Using Social Media

Develop a two way communication and marketing strategy for your organization using social networks. Let your instructor guide you in exploring major social networks, including Twitter, LinkedIn and blogging. Learn quick, easy ways to use Twitter, blogs and LinkedIn to engage your customers and clients and keep them interested in your organization. You will find out the advantages and disadvantages of each, and learn what is right for your particular organization.

LRN0054-023 ONLINE-Self Paced
07/04/23-07/28/23
TUITION & FEE: $195.00

Online Self-Paced Digital Marketing Digital Badge

Get a great introduction to eMarketing, including improving email promotions, analyzing your web site traffic, doing search engine optimization, and how to successfully employ online advertising. Relevant for any type of organization, including businesses, non-profits, and agencies. No eMarketing experience or expertise is necessary. If you are already at an advanced level, your instructors can provide the latest most advanced information and answer your toughest questions.

This Digital Badge requires completion of three courses: Improving Email Promotions, Boosting Your Website Traffic, and Online Advertising.

LRN0037-017 ONLINE-Self Paced
06/05/23-09/01/23
TUITION & FEE: $495.00

Improving Email Promotions

Discover new ways to improve your email promotions, including when and what to email, and testing email copy. Learn how to analyze your email response rates, including getting the bench marks for open rates and click through rates. Acquire ways to improve your email promotion and responses for testing and tracking. This course is suitable for users of all levels.

LRN0038-021 ONLINE-Self Paced
06/05/23-06/30/23
TUITION & FEE: $195.00

Instructor: Steve Schoultz

TUITION & FEE: $195.00

Instructor: Steve Schoultz

TUITION & FEE: $195.00
Boosting Your Website Traffic

Acquire the basic skills to boost your website traffic, including how to analyze your visitor traffic, how to use search engine optimization, SEO, to get greater visibility and exposure in Google searches. You will also learn from an SEO expert how to redesign your website copy to increase your visitors and results. No experience necessary.

LRN0039-021 ONLINE-Self Paced
07/04/23-07/28/23
TUITION & FEE: $195.00

Online Advertising

Get the keys to making online advertising work for you and your organization. See how pay per click advertising with Google AdWords works and find out how to test low budget Adword campaigns. Learn how you can target local audiences. Then discover Facebook advertising and how you can determine the demographics and even numbers of people you want to reach. No experience necessary. Instructor is an online ad expert and can answer advanced level questions.

LRN0040-019 ONLINE-Self Paced
08/07/23-09/01/23
TUITION & FEE: $195.00

OSHA Training

OSHA 30 Hour General Industry

Managers and Supervisors continuously seek to create a safe workplace. Explore the policies, procedures, and standards covered by OSHA 29 CFR 1910. Learn the core elements of a workplace safety and health program. Understand employer responsibilities for worker safety and worker rights. Safety protocols such as lockout/tagout, machine guarding mechanisms and industrial hygiene will be covered. Hazards encountered in multiple industries such as scaffolding and bloodborne pathogens will also be highlighted upon. Upon successful completion of the course, students will receive an OSHA 30-hour general industry card.

LOT0003-006 ONLINE - Live Meetings
05/31/23-06/14/23 WE TH 9:00 am-4:00 pm
Instructor: Tamuriat Gilbert
TUITION & FEE: $650.00

LOT0003-007 ONLINE - Live Meetings
08/02/23-08/16/23 WE TH 9:00 am-4:00 pm
Instructor: Tamuriat Gilbert
TUITION & FEE: $650.00

OSHA 10 Hour General Industry

Learn OSHA’s best practices for reducing accidents and injuries at the workplace. Explore major hazards encountered in general industry and solutions for recognizing, controlling, and applying protections against them. Gain an understanding on employer responsibilities, filing complaints and OSHA rights for workers. Upon successful completion of the course, students will receive an OSHA 10-hour general industry card.

LOT0002-007 Harper Learning & Career Center, PH
06/01/23-06/08/23 TH 9:00 am-3:00 pm
Instructor: Robin Coyne
TUITION & FEE: $295.00

LOT0002-008 Harper Main Campus
08/02/23-08/16/23 WE 1:00 pm-5:15 pm
Instructor: Robin Coyne
TUITION & FEE: $295.00

Online Self-Paced Project Management Digital Badge

In today’s business environment, there is a need for good project management. Project management provides visibility of project health to the business and the customer.

This Digital Badge (LRN0077) requires completion of three courses:
- Introduction to Project Management
- Intermediate Project Management
- Advanced Project Management

Project management is one of the fastest paths to promotion by increasing your network through greater exposure.

Online Self-Paced Project Management Digital Badge

Project management is one of the fastest paths to promotion by increasing your network through greater exposure. First gain the skills, tools and templates to confidently develop and maintain a project. An overview of salaries, certification costs, education and experience requirements are provided. Acquire a well-rounded knowledge of the five Project Management Processes relating to the Project Management Body of Knowledge Guide. Finally, learn the ten Project management Knowledge Areas and their support role and relationships to the five Project Management Processes.

LRN0077-020 ONLINE-Self Paced
06/05/23-06/30/23
TUITION & FEE: $495.00

LRN0076-024 ONLINE-Self Paced
06/05/23-06/30/23
TUITION & FEE: $195.00

Introduction to Project Management

In today’s business environment, there is a need for good project management. Project management provides visibility of project health to the business and the customer. Through continuous monitoring, early detection of variations to plan, schedule, and budget can be communicated to stakeholder for quick resolution, including project cancelation. Project management is one of the fastest paths to promotion by increasing your network through greater exposure. You will have the skills, tools and templates to confidently develop and maintain a project. An overview of salaries, certification costs, education and experience requirements are provided.

Visit CE.HARPERCOLLEGE.EDU for latest course information.
Online Self-Paced Six Sigma Green Belt Digital Badge

Our online Six Sigma Green Belt training teaches problem-solving skills using the DMAIC, Define, Measure, Analyze, Improve, and Control models. Six Sigma Green Belts act as trained specialists in their organizations to help improve project effectiveness and efficiency. Participants are strongly encouraged to have a real-world project in mind as they complete the course. Instructors and mentors work closely with you as you work your project.

This Digital Badge (LRN0100) requires completion of three courses:
- Introduction to Six Sigma Green Belt
- Intermediate Six Sigma Green Belt
- Advanced Six Sigma Green Belt

Introduction to Six Sigma Green Belt

The Introduction to Six Sigma Green Belt course teaches critical skills required for Six Sigma practitioners. This first course explains the basic terms and proven Six Sigma problem-solving methods, team building tools, and descriptive statistics that are the basis for statistical tools that contribute to the success of improvement projects and to your organization. Topics covered include Lean Principles, Failure Mode Effects Analysis, Team Tools, Project Charters, and Basic Statistical Tools. The instructor uses the flipped classroom technique and expects participants to go beyond the classroom and use the internet and other resources to learn the material.

Advanced Six Sigma Green Belt

Topics in this course include hypothesis testing, design of experiments, and statistical process control. Participants will have to apply the concepts learned in the Introduction and Intermediate Six Sigma Green Belt courses. The instructor will share many handouts, spreadsheets, and web links containing tools participants will use while completing Six Sigma projects.
Prepare for a new career or advance your expertise in your current profession. Accredited by the Illinois Community College Board (ICCB), Harper College Continuing Professional Education programs provide you with career-focused advancement opportunities.

Business and Careers
- Class B Vehicle Training - Free Tuition (Pace Program)
- Drone Piloting
- Entrepreneurship Series
- Human Resources Certification Prep
- Introduction to Importing and Exporting
- Introduction to Payroll Accounting
- QuickBooks Application
- Real Estate Broker Pre-License
- Solar Business and Technical Sales
- Solar Photovoltaic Associate Certification Prep

Health Care
- Activity Director
- Online Dental Assisting
- Online Pharmacy Technician
- RN Refresher

Technology
- Artificial Intelligence Foundations I and II
- AutoCAD Designer
- AWS Certified Solutions Architect
- Azure Database Administrator Associate
- Cisco CCNA Network Specialist
- CompTIA A+ Computer Technician (Computer and Network Support Technician)
- CompTIA Cloud+
- CompTIA Cybersecurity Analyst+

Technology, continued
- CompTIA Network+ (Computer and Network Support Technician)
- CompTIA Security+ (Cybersecurity Analyst)
- Conducting an Online Job Search
- Cybersecurity in the Smart Energy Environment
- Exploring Emerging Technologies
- Graphic Arts Fundamentals
- Microsoft Azure Fundamentals
- Predictive Analytics Using Big Data
- Python Programming
- Tableau Desktop
- Workplace Computer Skills

Learn more, attend an information session or register.

For the current schedule, VISIT harpercollege.edu/pro

Email cpe@harpercollege.edu or call 847.925.6757 or 847.925.6075

Paths to College and Career
Free training for community members who need support in English communications, business math, digital literacy, and professional skills.
- Professional training in technology, health care, logistics, and business
- Instructional format can vary
- Visit harpercollege.edu/paths to apply today
Artificial Intelligence and Automation

AI Introduction to Artificial Intelligence

Gain a general awareness of AI and approaches to equip the future workforce with technical confidence to learn and apply AI Skills independently. Learn about emerging technologies and what AI Skills are needed for employment in a digital economy. Learn how AI is inclusive, impacts daily life and the identify SMART components. AI applications, development, challenges and internal workings will also be covered.

LCE0016-004 Harper Main Campus 06/14/23-06/21/23 WE 5:30 am-8:30 pm Instructor: Michael Cornstubble TUITION & FEE: $135.00

LCE0016-005 ONLINE - Live Meetings 08/02/23-08/09/23 WE 5:30 am-8:30 pm Instructor: Michael Cornstubble TUITION & FEE: $135.00

Automation Engineering in Industrial and Building Automation

Gain an understanding on the digital systems, sensors, electronics, hydraulics, pneumatics, programming and alarm management.

LCT0074-004 Harper Learning & Career Center, PH 06/14/23 WE 6:00 pm-9:00 pm TUITION & FEE: $75.00

LCT0074-005 Harper Main Campus 08/09/23 WE 6:00 pm-9:00 pm TUITION & FEE: $75.00

Automation Engineering in Robotics

Learn about next generation robotics and automation systems. Robotic Automation is the process of using physical machines, computer software and other technologies to perform task done by humans.

LCT0073-004 Harper Learning & Career Center, PH 06/07/23 WE 1:30 pm-4:30 pm Instructor: Hudson Rivera TUITION & FEE: $75.00

LCT0073-005 Harper Main Campus 08/02/23 WE 6:00 pm-9:15 pm Instructor: Hudson Rivera TUITION & FEE: $75.00

Cybersecurity

Introduction to Information Security

In this course, students will be learning the foundations and fundamentals of the field of Information Security. This course will be covered in three parts that provide students with a modern perspective and approach to the vastly growing industry and its subgroups.

Students should expect the lectures, discussions, and assignments of this course to ground and train them in the required knowledge of Information Security. Students will also be provided strong career-based direction to set engaging and self-empowering goals to help ensure growth in both current and future roles.

LSP0001-012 Harper Main Campus 08/08/23-08/10/23 TU TH 6:00 pm-9:15 pm Instructor: Jacob Bond TUITION & FEE: $175.00
Data Science

Data Analysis

Online Self-Paced Data Analysis Digital Badge

Make a big difference in the success of your organization by acquiring data analysis skills. Begin by getting a basic understanding of how to analyze data in a business setting. Learn how your business decisions involve comparing groups for differences. Finally, learn how to perform inquiries to your business or organization and communicate the results through graphs and text to your fellow employees and leaders.

Students need to have Microsoft Excel to complete this certificate.

LRN0059-018 ONLINE-Self Paced
06/05/23-09/01/23
TUITION & FEE: $495.00

Online Self-Paced Data Analysis Digital Badge

Data Analysis is quickly becoming one of the most sought-after skills in the workplace. Companies produce vast amounts of data, but it is rare to have someone with the ability to analyze data in a business setting. Businesses look for candidates with an understanding of how to analyze the data they have been collecting; this course will help you start on that journey.

Students need to have Microsoft Excel to complete this certificate.

LRN0060-024 ONLINE-Self Paced
06/05/23-06/30/23
TUITION & FEE: $195.00

Intermediate Data Analysis

Many business decisions involve comparing groups of data for differences. For example, you might examine sales records to see if men and women prefer different product features. Or, you might see whether product recognition survey data relates to subsequent product purchase behavior. The Intermediate Data Analysis course introduces you to the statistical analysis methods behind these group differences and relationships. In addition, you’ll learn how to work with ratings and graphs to create user-friendly reports of statistical results.

Students need to have Microsoft Excel to complete this certificate.

LRN0061-023 ONLINE-Self Paced
07/04/23-07/28/23
TUITION & FEE: $195.00

Advanced Data Analysis

Advanced Data Analysis teaches how to perform valuable inquiries for your business or organization. You acquire skills necessary to communicate these results through graphs and text so that your fellow employees will understand the implications of decisions they make. Take the guesswork out of important decisions and make them based on statistically significant information. Whether your business is home-based or a large company, this class will take you to the next level where important decision making is concerned.

Students need to have Microsoft Excel to complete this certificate.

LRN0062-020 ONLINE-Self Paced
08/07/23-09/01/23
TUITION & FEE: $195.00

Power BI (Business Intelligence)

Online Self-Paced Power BI (Business Intelligence) Digital Badge

Power BI is a widely used business analytics service offered by Microsoft. Discover the process of creating interactive reports. Integrate financial, marketing, or any other source data in your accounting system, Excel, or on the Web. Create charts, maps, and other visuals to see your data in real time. Delve further into Power Query to ETL, Extract, Transform and Load your data. Build the Data Model using relationships and DAX, Data Analysis Expressions. Utilize Time Intelligence functions to view YoY or YTD reports. Add user friendly features to enhance your reports and analyze your results.

LRN0170-009 ONLINE-Self Paced
06/05/23-09/01/23
TUITION & FEE: $495.00
Microsoft Power Business Intelligence (BI)
Microsoft Power BI is a business analytics service by Microsoft. It aims to provide interactive visualizations and business intelligence capabilities with an interface simple enough for end users to create their own reports and dashboards.

Introduction to Power BI (Business Intelligence)
Gain insights into your data. Power BI, business intelligence, is a widely used business analytics service offered by Microsoft. Power BI Desktop is a complete data analysis and report creation tool that you install for free.
In this course, you will discover how to quickly extract, transform, and load data with just a few clicks. You will create interactive visualizations, charts, maps, KPIs, to provide you with insights into your company’s data to make informed decisions.

LRN0171-010 ONLINE-Self Paced
06/05/23-06/30/23
TUITION & FEE: $195.00

Intermediate Power BI (Business Intelligence)
Delve further into Power Query to ETL, Extract, Transform and Load, your data. Build the Data Model using modeling features and relationships. Perform calculations using DAX, Data Analysis Expressions, functions. Utilize Time Intelligence functions to view YoY or YTD reports. Add user friendly features to enhance your reports.

LRN0172-010 ONLINE-Self Paced
07/04/23-07/28/23
TUITION & FEE: $195.00

Advanced Power BI (Business Intelligence)
Expand your knowledge of Power BI Desktop to the highest level. This course focuses on the advanced capabilities of Power Query, Data Modeling and Reports. Check for data inconsistencies, design efficient queries, create proper relationships, and write DAX code to ensure reports update quickly and accurately. Add navigation and analytical features to your reports to enable consumers to analyze the results.

LRN0173-010 ONLINE-Self Paced
08/07/23-09/01/23
TUITION & FEE: $195.00

SQL
Online Self-Paced SQL Digital Badge
Structured Query Language, SQL, is the industry standard database programming language.
Learn about relational database structures, the history and uses of Structured Query Language, and how to use Structured Query Language to create a database, add records to database tables, and how to use SQL queries to extract meaningful data from database tables. You will progress from creating simple SQL queries to querying multiple tables simultaneously, how to alter data and gather statistics from data stores in a database. Finally, you'll learn techniques that will enable you to write powerful queries that perform complicated searches and sorts on your data.

LRN0164-020 ONLINE-Self Paced
06/05/23-09/01/23
TUITION & FEE: $595.00

Introduction to SQL
Learn how to write SQL code to create and populate database tables and how to write simple SQL queries that are capable of retrieving vast amounts of information from a database. You will discover the power of the relational database, how to create and manage database tables, and how to use SQL Select statements to precisely pinpoint and retrieve data from a database.

LRN0165-026 ONLINE-Self Paced
06/05/23-09/30/23
TUITION & FEE: $245.00

Advanced SQL
Take your SQL query skills to a new level by learning how to write more advanced SQL queries for enhanced decision making. In this course, you will learn how to write advanced subqueries, advanced join queries, and UNION queries that query more than one table. You will learn how to use transaction processing to ensure SQL statements execute completely or not at all and how to create stored procedures that enable you to store SQL statements for execution.

LRN0184-017 ONLINE-Self Paced
08/07/23-09/01/23
TUITION & FEE: $245.00
Online Self-Paced
Graphic Design
Software Essentials
Digital Badge
Adobe Illustrator is the industry standard computer illustration software. Use Illustrator to draw shapes and design logos, flyers, posters, banners, business cards or any other vector graphics for print or web.

Adobe InDesign is the industry standard page-layout program that works with Adobe Illustrator and Photoshop seamlessly. InDesign allows you to create simple to complex multipage documents such as brochures, flyers, books and magazines. Use Adobe Photoshop to effectively work with selection and editing tools, layers, and masks to edit, retouch and enhance existing images or create your own composite digital art work. Access to the Adobe software tools required.

Adobe Illustrator Essentials
Adobe Illustrator is the industry standard computer illustration software. Use Illustrator to draw shapes and design logos, flyers, posters, banners, business cards or any other vector graphics for print or web. In this course, you will learn Adobe Illustrator fundamentals to set up a print document and use various tools to draw, type and color all kinds of shapes and illustrations. Learn how to efficiently manage layers and artboards, and create print ready PDF documents. Access to Adobe Illustrator software required.

Adobe InDesign Essentials
Adobe InDesign is the industry standard page-layout program that works with Adobe Illustrator and Photoshop seamlessly. InDesign allows you to create simple to complex multipage documents such as brochures, flyers, books and magazines. This Digital Badge requires completion of three courses:

- Adobe Illustrator Essentials
- Adobe Photoshop Essentials
- Adobe InDesign Essentials

Adobe Photoshop Essentials
This fundamental course covers Adobe Photoshop CC most commonly used tools, menus and panels. You’ll learn all the basics of Photoshop to effectively work with selection and editing tools, layers, and masks to edit, retouch and enhance existing images or create your own composite digital art work. Impress your business organization, friends and family by enhancing their photos and create magazine cover quality enhanced images. Access to Adobe Photoshop software required.

Online Self-Paced
Graphic Design
Software Essentials
Digital Badge
The Adobe software tools are the leading software for graphic design. Adobe Illustrator is the industry standard computer illustration software. Adobe InDesign is the industry standard page-layout program that works with Adobe Illustrator and Photoshop seamlessly. Use Adobe Photoshop to effectively work with selection and editing tools, layers, and masks to edit, retouch and enhance existing images or create your own composite digital art work.

This Digital Badge requires completion of three courses:

- Adobe Illustrator Essentials
- Adobe Photoshop Essentials
- Adobe InDesign Essentials

Solar Tech Career Exploration
Learn about what Clean and Solar energy and how it affects our daily lives. Gain an understanding of the Solar Tech Industry and components with having these energy options in economic markets. Learn about careers and educational opportunities in Solar Tech and projected employment trends in the United States.

Emerging Technologies
Introduction to Computers using Windows 10
Become comfortable using a personal computer (PC) and the Windows 10 interface. Explore Windows 10 and learn how to create documents, send email, browse the Internet, and share information between applications and with other users.

Fundamental Computer Skills
Introduction to Computers using Windows 10
Become comfortable using a personal computer (PC) and the Windows 10 interface. Explore Windows 10 and learn how to create documents, send email, browse the Internet, and share information between applications and with other users.

Emerging Technologies
Introduction to Computers using Windows 10
Become comfortable using a personal computer (PC) and the Windows 10 interface. Explore Windows 10 and learn how to create documents, send email, browse the Internet, and share information between applications and with other users.

Digital Art
Online Self-Paced
Graphic Design
Software Essentials
Digital Badge
Adobe Illustrator is the industry standard computer illustration software. Use Illustrator to draw shapes and design logos, flyers, posters, banners, business cards or any other vector graphics for print or web.

Adobe InDesign is the industry standard page-layout program that works with Adobe Illustrator and Photoshop seamlessly. InDesign allows you to create simple to complex multipage documents such as brochures, flyers, books and magazines. Use Adobe Photoshop to effectively work with selection and editing tools, layers, and masks to edit, retouch and enhance existing images or create your own composite digital art work. Access to the Adobe software tools required.

Adobe Illustrator Essentials
Adobe Illustrator is the industry standard computer illustration software. Use Illustrator to draw shapes and design logos, flyers, posters, banners, business cards or any other vector graphics for print or web. In this course, you will learn Adobe Illustrator fundamentals to set up a print document and use various tools to draw, type and color all kinds of shapes and illustrations. Learn how to efficiently manage layers and artboards, and create print ready PDF documents. Access to Adobe Illustrator software required.

Adobe InDesign Essentials
Adobe InDesign is the industry standard page-layout program that works with Adobe Illustrator and Photoshop seamlessly. InDesign allows you to create simple to complex multipage documents such as brochures, flyers, books and magazines. InDesign software required.

Adobe Photoshop Essentials
This fundamental course covers Adobe Photoshop CC most commonly used tools, menus and panels. You’ll learn all the basics of Photoshop to effectively work with selection and editing tools, layers, and masks to edit, retouch and enhance existing images or create your own composite digital art work. Impress your business organization, friends and family by enhancing their photos and create magazine cover quality enhanced images. Access to Adobe Photoshop software required.
Mastering Computer Skills for the Workplace

Must have skills to succeed in the workplace include the ability to create, edit and manage presentations in MS PowerPoint, documents in MS Word, email and calendars in MS Outlook, and spreadsheets in MS Excel. Microsoft Office Suite of applications is the most used software tool in the world. Stay current with this class, as it is always up to date and will change as the features of MS Office change over time. You will leave class with a set of skills that are a workplace requirement in today’s fast paced ever-changing environment and will enable your future career success.

TUITION & FEE: $195.00

Understanding The Cloud

In this course, you will explore how the cloud works, what drives its incredible growth, and how you can use cloud services. You will gain an understanding of IaaS, infrastructure, SaaS, software, and PaaS, platforms, and examine the attraction to businesses. Learn about the different kinds of clouds: public, private, and hybrid. Examine the concept of big data and the cloud infrastructure. Learn how Facebook and Twitter contribute to the cloud, and how apps go from idea to app store. You will gain an understanding of how mobile devices and major mobile ecosystems continue to shape the cloud.

TUITION & FEE: $115.00

Online Self-Paced

Basic Game Design Digital Badge

Today, games are recognized as serving many business purposes beyond entertainment. This Digital Badge provides you with a general introduction to what goes into the design and development of both video and analog games, with a particular focus on the use of games outside of consumer entertainment.

By successfully completing this Digital Badge in Basic Game Design, you will have taken the first steps into understanding game design, and being able to create your own games. This Digital Badge enrolls you in the following two courses: Introduction to Game Design and Intermediate Video Game Design. These courses may also be taken individually.

TUITION & FEE: $395.00

Introduction to Game Design

Games are increasingly recognized as tools that can serve many business purposes beyond entertainment. This course provides a general introduction to what goes into the design and development of both video and analog games, with a particular focus on the use of games outside of consumer entertainment. By completing this course, you can take the first steps into understanding game design, and how it can be applied in your field.

TUITION & FEE: $245.00

Intermediate Video Game Design

Worldwide video game sales, including consoles, online, and mobile games, is projected to reach $111 billion this year. Mobile games are the fastest-growing market segment. By 2019, Price Warehouse predicts social and casual game sales will exceed traditional game sales. In this course you will learn the basics of how video game design process, the main video game genres, and use a game development application to begin your journey of making games.

TUITION & FEE: $245.00

Microsoft Excel

Online Self-Paced Excel Digital Badge

Microsoft Excel is the most widely used spreadsheet tool in the world. Discover how menu items, commands, settings, and processes affect the look of your Excel worksheets and workbooks. Learn how various data types can be best represented and formatted using different Excel options and techniques. This Digital Badge will help you discover how to attractively present your data in reports, slide shows, and more, with confidence.

This Digital Badge requires completion of three courses: Mastering Microsoft Excel, Intermediate Excel, and Advanced Excel. These three courses may also be taken individually.

TUITION & FEE: $495.00

Mastering Microsoft Excel

Microsoft Excel is the most widely used spreadsheet tool in the world. Keep your Excel skills current with this class, as it change with the features of Excel over time. Learn how to construct an Excel worksheet, populate it with content, and edit it for delivery in a variety of business situations. Master the options that will take your Excel worksheet from a collection of plain, drab numbers to an engaging multimedia presentation.

TUITION & FEE: $195.00

Intermediate Excel

This course will help you learn how to organize, display and calculate your data into useful information. Find out how to consolidate your data proficiently into readable rows and columns using different table designs and styles. Create a unique style for yourself to improve your spreadsheet appearance to make the content easier to understand for your target audience. Discover how easily pivot tables can be created to quickly summarize large amounts of data. Through this course, these tasks will make your work outstanding and unique in what you do.

TUITION & FEE: $195.00
Online Self-Paced Excel Digital Badge

Earn an EXCEL Digital Badge by completing three one-month online self-paced courses. You may register for the Digital Badge, which includes all three courses, or take the courses separately:

- Excel Digital Badge
- Intermediat Excel
- Advanced Excel

A must-have skill to succeed in business, whether an entrepreneur or a valued employee, is the ability to create, edit, and manage spreadsheets. Microsoft Excel is the most used spreadsheet tool in the world. This Digital Badge will help you discover how to attractively visualize your data into meaningful information with confidence.

**Advanced Excel**

Learning Advanced Excel contains these tools that can help you prepare your worksheets accurately, examine your data for authentication, and then find those answers to your most difficult questions. This course will help you learn these required business functions along with the tools required to analyze data efficiently within the workplace. Save time for yourself by protecting your valuable data and know with assurance that the entered data is accurate without any errors. By completing the course, discover how to attractively visualize your data into meaningful information with confidence.

LCT0014-034 Harper Learning & Career Center, PH 847.925.6300
MO WE 1:30 pm-4:30 pm
Instructor: Angela D Valentine
TUITION & FEE: $259.00

**Intermediate Excel 2019**

Learn to analyze massive amounts of data, extract actionable information from it, and present that information to decision makers. This course builds upon the foundational knowledge presented in the Introduction to Excel course. Create advanced workbooks and worksheets that help organize organizational intelligence. Students will work with some of the advanced features in Excel including charts, adding and formatting graphic objects and sorting and filtering data. Prerequisite: Introduction to Excel or equivalent experience. Students will work with some of the advanced features in Excel including charts, adding and formatting graphic objects and sorting and filtering data. Prerequisite: Introduction to Excel or equivalent experience.

LCT0013-022 Harper Learning & Career Center, PH 06/12/23-06/14/23 MO WE 1:30 pm-4:30 pm Instructor: Angela D Valentine
TUITION & FEE: $259.00

**Intermediate Word 2019**

Creating professional-looking documents can give you and your organization a competitive edge. Implementing time-saving features such as document templates and automated mailings can help reduce expenses. Mastering these techniques will make you a valued employee in your organization. Learn to work with features such as formats, styles, and templates to create professional documents with a consistent look and feel. Add visual interest to your documents by using the tables and charts features. Quick Parts and templates provide efficiency and consistency when adding content, and long complex documents can be simplified and managed in Master Documents. Use the mail merge feature to automate sending individual letters to customers.

LCT0029-020 Harper Learning & Career Center, PH 06/21/23-06/26/23 WE 5:30 pm-8:30 pm
Instructor: Angela D Valentine
TUITION & FEE: $259.00

**Introduction to Word 2019**

Microsoft® Word 2019 is designed to help you move smoothly through the task of creating professional-looking documents. Its rich features and powerful tools can make your work easy, and even fun. In this course, you'll learn how to use Word 2019 to create and edit simple documents; format documents; add tables and lists; add design elements and layout options; and proof documents. Students need strong Windows and mouse skills to keep pace with this course. Keyboarding skills are recommended. Prerequisite: Introduction to Windows or equivalent experience.

LCT0013-022 Harper Learning & Career Center, PH 06/12/23-06/14/23 MO WE 1:30 pm-4:30 pm
Instructor: Angela D Valentine
TUITION & FEE: $259.00

**Introduction to Excel 2019**

Become an expert in data manipulation using Excel spreadsheets. Organizations rely on information to make sound business decisions. The amount of available data growing on a daily basis, there is an urgent need to make sense of all of that data. Learn how to organize, calculate, analyze, revise, update, and present your data in ways that will help the decision makers in your organization steer you in the right direction. This course provides a foundation for Excel knowledge and skills. Prerequisite: Introduction to Microsoft Windows or equivalent experience.

LCT0014-034 Harper Learning & Career Center, PH 06/28/23-07/05/23 WE 5:30 pm-8:30 pm
Instructor: Angela D Valentine
TUITION & FEE: $259.00

**Introduction to Outlook 2019**

Learn how to use one of the most popular email applications around! Students will create, format, send, reply to, and forward messages. Also covered are working with attachments, managing contacts, and scheduling appointments and meetings. Prerequisite: Introduction to Windows or equivalent experience.

LCT0021-020 Harper Learning & Career Center, PH 07/24/23-07/26/23 MO WE 1:30 pm-4:30 pm
Instructor: Angela D Valentine
TUITION & FEE: $259.00

**PowerPoint**

Create a presentation, work with outlines, modify the slide master, use the drawing tools, create a chart and customize templates. Learn how to create a slideshow that can be used for effective presentations. See how animation can hold your audience captive. Prerequisite: Strong Microsoft Windows skills and knowledge of Microsoft Word is helpful.

LCT0015-019 Harper Learning & Career Center, PH 07/17/23-07/19/23 MO WE 1:30 pm-4:30 pm
Instructor: Jennie A. Johns
TUITION & FEE: $259.00

**Introduction to PowerPoint 2019**

Learn how to create a slideshow that can be used for effective presentations. See how animation can hold your audience captive. Prerequisite: Strong Microsoft Windows skills and knowledge of Microsoft Word is helpful.

LCT0015-019 Harper Learning & Career Center, PH 07/17/23-07/19/23 MO WE 1:30 pm-4:30 pm
Instructor: Jennie A. Johns
TUITION & FEE: $259.00

Visit CE.HARPERCOLLEGE.EDU for latest course information.

ONLINE REGISTRATION ASSISTANCE 847.925.6300
### Web Design and Maintenance

#### Programming

**Introduction to Coding**

After taking this course in Introduction to Coding, you will be introduced to the basics of computer programing and various programing languages. New technologies allow people outside of the computer science field to be able to create their own web pages using code. Students will learn the basics of HTML, CSS, and Java Script in this course, as well as the practical uses for each.

LRN0152-015  ONLINE-Self Paced  06/05/23-06/30/23  TUITION & FEE: $195.00

**Intermediate HTML & CSS**

Continue your HTML and CSS journey by creating responsive layouts with forms, video, and audio elements. Also, learn how to enhance design creativity with positioning, layers, and other advanced CSS techniques. This course is one of the requirements for attaining the Interactive Website Designer Digital Badge. Prerequisite: Introduction to HTML and CSS or equivalent experience. Must be comfortable typing at least 15 words a minute.

LCT027-015  Harper Learning & Career Center, PH 07/24/23-08/02/23  MO WE  6:00 pm-9:15 pm  Instructor: Jennie A. Johns  TUITION & FEE: $369.00

#### Web Design

**Introduction to Web Design**

Discover the basics of web design using HTML and CSS. No prior knowledge of HTML or web design is required. Throughout the course you will get the info you need to plan and design effective web pages. Come away knowing how to implement web pages by writing HTML and CSS code. And discover ways to enhance web pages with the use of page layout techniques, text formatting, graphics, and images.

LRN0108-021  ONLINE-Self Paced  06/05/23-06/30/23  TUITION & FEE: $245.00

**Introduction to HTML & CSS**

Learn to code your own web page and understand the relationship between HTML & CSS. Hands-on training walks you through the purpose, meaning, and proper structure of these foundation front-end languages. Topics include internet and website basics, commonly used HTML tags and CSS declarations, and industry standard best practices. This course is one of the requirements for attaining the Interactive Website Designer Digital Badge. Prerequisite: Must be comfortable typing at least 15 words a minute and a solid understanding of Internet and Computing technologies.

LCT0027-015  Harper Learning & Career Center, PH 07/10/23-07/19/23  MO WE  5:30 pm-8:30 pm  Instructor: Jennie A. Johns  TUITION & FEE: $369.00

**WordPress**

**Online Self-Paced WordPress Digital Badge**

WordPress is the content management system, CMS, for website and blog design. Learn or refresh your knowledge of all the initial steps and the required elements for having a website. Learn how to build a simple WordPress website or blog. Topics include a simple WordPress website or blog, Introduction to CMS, WordPress installation and setup, page and content creation, administration, themes, selection, purchase, installation and setup, working with widgets and plugins, and more. Acquire advanced knowledge about WordPress options and how to modify WordPress web pages by hand coding and search engine optimization, SEO, techniques that improve your website ranking.

LRN0092-018  ONLINE-Self Paced  06/05/23-09/01/23  TUITION & FEE: $495.00
Dance

Adult Basic Ballet

The most essential style of dance, ballet focuses on grace, poise, and strength through technique and choreography to both classical and contemporary music. You will be ready to dance at the next special occasion.

LPS0010-003  Harper Main Campus
06/09/23-08/25/23  FR  7:00 pm-8:00 pm
Instructor: Alison Shariatzadeh
TUITION & FEE: $94.00

Introduction to Salsa Dancing

If you want to learn salsa but are too shy to jump in or explore more of this fantastic dance, this is the class for you. You will learn the fundamental steps, turns, connections, and several combinations, with proper technique and completely broken down, so you don’t have to guess. The class is open to individuals and couples. No special attire or shoes are required; however, we recommend that you avoid wearing gym shoes to sessions so you can turn smoothly on the wood floor. This class takes place at either Mireya’s Dance Fit Studio or Viva Studios, Palatine.

LEI0112-006  Mireya’s Dance Fit Studio
06/03/23-06/24/23  SA  1:00 pm-2:00 pm
TUITION & FEE: $70.00

LEI0112-007  Viva Studios
07/01/23-07/22/23  SA  1:00 pm-2:00 pm
TUITION & FEE: $70.00

LEI0112-008  Mireya’s Dance Fit Studio
08/05/23-08/26/23  SA  1:00 pm-2:00 pm
TUITION & FEE: $70.00

Latin Social Dance

This class is for adults interested in learning the basic patterns of Latin dances such as merengue, salsa, bachata, cumbia, and cha-cha. Beginners and those with some experience will benefit from this course. The course will include exercises for Latin hip motion, better turns or spotting, rib cage isolations, and triple steps used in cha-cha, adults 18 and up. Singles are welcome in addition to couples.

LPS0007-003  Harper Main Campus
06/05/23-07/31/23  MO  7:00 pm-8:00 pm
TUITION & FEE: $149.00

WEDDING DANCING

Weddings, class reunions, and parties are more enjoyable if you know how to dance. You will learn the basics to have fun and be successful on the dance floor. We will cover slow/couples dancing, individual grooves, and group moves. You will be ready to dance at the next special occasion. Singles as well as couples are welcome, but partners are not guaranteed.

LPS0009-003  Harper Main Campus
06/09/23-08/25/23  FR  5:45 pm-6:45 pm
TUITION & FEE: $94.00
Fencing

En Garde Fencing
This exciting course focuses on the Epee style of fencing. Epee style fencers stalk their opponent waiting for the right opportunity and then follow with a quick attack and/or counterattack. In Epee the entire body is a valid target much like in an actual duel. This class is perfect for all skill levels from beginners to advanced. Participants will be divided up by experience. Sword and face mask are provided. Continuing students may wish to purchase their own equipment at some point. You should wear a sweatshirt or something similar to class. The class is co-listed with the Harper College Kinesiology department.

LPA0004-001  Harper Main Campus
06/06/23-08/29/23  TU  6:00 pm-7:45 pm
Instructor: Adam Ali
TUITION & FEE: $175.00

Fitness

Cardio Kickboxing
Cardio Kickboxing is a fat blasting ab defining workout. It is a mix between boxing, kickboxing, and interval training. Enjoy working up a sweat with this fun calorie burning workout.

LPS0013-003  Harper Main Campus
06/06/23-08/29/23  TU  10:00 am-10:45 am
TUITION & FEE: $102.00

Fun-ctional Strength
Whether you are brand new to exercise or an exercise veteran, this workout is for you. Reach your fitness goals faster by building on the foundations of strength. This low impact, bodyweight class will help improve joint function and develop the muscular endurance necessary to reach those fitness goals and support the activities of daily living by putting an emphasis on stability, mobility, balance and flexibility.

LPS0021-003  Harper Main Campus
06/05/23-08/28/23  MO  9:00 am-9:45 am
TUITION & FEE: $102.00

Indoor Cycling
Are you ready to sweat and have a great workout while doing it? This indoor cycling class is set to music while simulating flat roads, hills, sprints, and interval training. Appropriate for all fitness levels.

LPS0019-007  Harper Main Campus
06/07/23-08/30/23  WE  5:30 pm-6:15 pm
TUITION & FEE: $102.00

LPS0019-008  Harper Main Campus
06/09/23-08/25/23  FR  9:00 am-9:45 am
TUITION & FEE: $94.00

LPS0019-009  Harper Main Campus
06/10/23-08/26/23  SA  9:00 am-9:45 am
TUITION & FEE: $94.00

Learn to Ride a Bicycle: Bicycling Instruction for Adults
It is never too old to learn to ride a bicycle! If you have never learned to ride a bicycle or need a basic refresher session then this is the class for you. Learn to ride instruction will get you balancing, starting, pedaling, stopping, turning, and shifting successfully in short order. Learning to ride a bicycle as an adult is fast and easy. Learning time varies from person to person, but most people are riding on their own after two to three hours of instruction. Riding will take place on Harper College campus. Participants should bring their own bike to class and a helmet. Class will be designed in a one on one or small group setting.

LPS0024-001  Harper Main Campus
06/10/23  SA  9:00 am-10:30 am
TUITION & FEE: $40.00

LPS0024-002  Harper Main Campus
06/24/23  SA  9:00 am-10:30 am
TUITION & FEE: $40.00

LPS0024-003  Harper Main Campus
07/08/23  SA  9:00 am-10:30 am
TUITION & FEE: $40.00

Pilates
Achieve and maintain core stability, including pelvic and shoulder stabilization, neutral alignment and patterned breathing. Build strength, flexibility and endurance without risking injury or adding bulk.

LPS0017-003  Harper Main Campus
06/07/23-08/30/23  WE  9:00 am-9:45 am
TUITION & FEE: $102.00

Resist a Ball (Tone and Tighten)
Resist-a-balls are a fun, yet challenging way to help improve core strength, posture, balance and flexibility. Join us as you stretch, tone and tighten your body.

LPS0016-004  Harper Main Campus
06/07/23-08/02/23  WE  8:00 am-8:45 am
TUITION & FEE: $102.00

Tabata (Cardio and Strength)
This high intensity interval training combines cardio and strength exercises in a fast-paced, fun, calorie burning workout. Class can be adapted to all fitness levels.

LPS0011-005  Harper Main Campus
06/05/23-08/28/23  MO  6:00 pm-6:45 pm
TUITION & FEE: $102.00

LPS0011-006  Harper Main Campus
06/08/23-08/31/23  TH  10:00 am-10:45 am
TUITION & FEE: $102.00

Werq (Cardio Dance)
Try this fun and addictive cardio dance workout based on rock and pop music.

LPS0012-003  Harper Main Campus
06/08/23-08/31/23  TH  9:00 am-9:45 am
TUITION & FEE: $102.00

Zumba
Ditch the workout and join the party. Licensed programming utilizes Latin-based moves and music, various speeds, and easy to follow steps for all levels.

LPS0018-005  Harper Main Campus
06/10/23-08/26/23  SA  9:00 am-9:45 am
TUITION & FEE: $94.00

Mindfulness and Holistic Living

Eat More Weigh Less
Learn how to eat in abundance, lose weight and implement healthy behaviors with strategies proven to work. Join Health Coach Nicole for this workshop where we will highlight the topics that will help you get closer to reaching your health goals, feeling your best and maintaining your results! Please bring a notebook and a pen for note taking and journaling.

LPS0022-004  Harper Main Campus
06/07/23  WE  6:00 pm-8:00 pm
TUITION & FEE: $30.00
Skills For Making Great Decisions
Learn how to make excellent everyday decisions from an experienced counselor and life coach. You’ll discover the steps necessary to achieve your goals, as well as the power that ordinary, everyday decisions can have over the quality of your life.
You will learn how to deal effectively with crisis, how to use your emotions as decision making tools, and how to work with others to make good decisions. The goal of this course is to give you the power to live the best life you can and make the very most of every opportunity.
LPL0005-010 ONLINE-Self Paced
06/01/23-09/01/23
TUITION & FEE: $115.00

Yoga
Experience the benefits of yoga including improved physical fitness, mental clarity, greater self-understanding, tension relief and general well-being. You will learn about postures, meditation, relaxation techniques and more. Wear comfortable clothing and bring a yoga mat.
LPS0023-003 Harper Main Campus
06/07/23-08/16/23 WE 6:30 pm-8:00 pm
Instructor: Ralph S. Nickarlian
TUITION & FEE: $149.00

Yoga: Next Challenge
Often called, Meditation or Mindfulness in Motion, in this intermediate yoga class you will work on heightening your awareness, deepening your practice, creating balance and strength, thus wellness, within all the layers of your being physically, mentally, emotionally and spiritually. You’ll learn and further refine your practice of yoga postures and healing breath work as to feel more comfortable, fluid, at ease and flexible in mind and body. This energizing, relaxing and transformative class is designed as the next step for those who have taken a beginning Yoga class. Age: 16+ years.
LPE0011-025 ONLINE - Live Meetings
06/05/23-07/31/23 MO 6:30 pm-8:00 pm
Instructor: Mary Beth L. Janssen
TUITION & FEE: $135.00

Chair Yoga
Also called Mindfulness in Motion, Yoga means weaving or yoking together of mind, body and spirit. Imagine being in a relaxed yogic state and practicing wherever you sit regardless of your age, level of activity or physical size. Chair yoga is specifically designed for those that desire an adaptive yoga program whether for personal needs, workplace stress management, etc. You will move your entire body through its full range of motion in concert with your breathing to balance the nervous system, elicit a deep sense of relaxation in your mind-body physiology, increase flexibility, improve strength and balance and so much more. No yoga experience necessary. Bring a yoga strap or flexible belt/tie for some of the poses. Age: 16+ years.
LPE0005-025 ONLINE - Live Meetings
06/05/23-07/31/23 MO 5:15 pm-6:15 pm
Instructor: Mary Beth L. Janssen
TUITION & FEE: $109.00

Foglia Foundation Health and Recreation Center
Become a Member
- Community: $45/month
- Senior (62 and up): $35/month
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Membership Includes
- Fitness Center
- Six-lane Pool
- Elevated Track
- Four Court Fieldhouse
- Group Exercise Classes
1200 Algonquin Road | Palatine, IL | 847.925.6825
harpercollege.edu/campusrec
Art

Painting, Drawing and Calligraphy

Italic Calligraphy

Many people associate the word calligraphy with this Italic style of artful writing. Italic lettering comes from late 14th century Italy and is a formal, slanted alphabet still popular today. Learn basic letter forms using a broad-edge dipped pen to create lovely handwritten envelopes, place cards or certificates. No class on June 19 and July 5.

LEI0010-005  Harper Main Campus 06/05/23-06/26/23  MO 7:00 pm-9:00 pm  Instructor: Lisa Kivland  TUITION & FEE: $139.00

Gouache Painting

Within this course, you will learn how to paint with gouache; an opaque watercolor. By use of various papers, brush applications, color schemes, and techniques; you will learn how to incorporate the medium into your portfolio. We will view notable artworks in gouache, while also creating studies and final pieces. You will learn about linear placement, capturing light, and everything you need to develop a gouache painting. All levels are welcome beginning to advance.

LEI0076-007  Harper Main Campus 07/10/23-07/31/23  MO 7:00 pm-9:00 pm  Instructor: Angela Redmond  TUITION & FEE: $125.00

Oil and Acrylic Painting: Beginning

While you learn the fundamentals of painting with both acrylic and oil paint, you will be creatively challenged to develop your skills. If you are a beginning student, you will work initially with oil, a more forgiving medium, before trying your hand with acrylic paint. Our instructor uses an individualized approach to teaching which stresses demonstration and practice of the techniques needed to achieve your desired result. Completion of Drawing 101 Beginning or a similar experience is encouraged. Students must purchase their own supplies before the first class. See the course description online at ce.harpercollege.edu for the Supply List.

LEI0001-028  Harper Main Campus 07/05/23-08/16/23  WE 7:00 pm-10:00 pm  Instructor: Angela Redmond  TUITION & FEE: $225.00

Watercolor for Beginners

Designed for the beginning student or those seeking a refresher, this course will help you learn the skills and techniques needed to create beautiful watercolor paintings. You will learn to mix and blend colors, control water and use brush strokes for different effects. Information about the proper use of various watercolor paints, papers and brushes will also be presented. It is recommended that you complete Drawing 101: Beginning or have similar skills before taking a watercolor class.

LEI0004-005  Harper Main Campus 06/13/23-08/08/23  TU 7:00 pm-9:30 pm  Instructor: Angela Redmond  TUITION & FEE: $199.00

Printmaking

Block printing on paper originated in China and is believed to date back to over 4,000 years ago! The recorded history of block printed fabrics dates to the Indus Valley civilization, around 3500 to 1300 BC. Block printing has not changed very much since then and is still a fun and straightforward way to create beautiful original works of art. No experience necessary! Block printing ranges from the simplest of patterns to complex and intricate designs. Using both paper and textiles We will cover a variety of techniques creating works on both paper and fabrics. Materials list provided to get started, after the first class you may determine any additional materials you wish to add. No class on June 19 and July 5.

LEI0110-004  Harper Main Campus 05/25/23-06/29/23  TH 6:00 pm-9:00 pm  Instructor: Anna Hess  TUITION & FEE: $275.00

Mixed Media

Come explore ways to have fun while creating 2-D works of art! By incorporating paint, pencil, collage, image transfer, found objects and more...make something new each time or continue with a work in progress. No experience necessary! For both the beginner and more advanced, just come and have some fun. Work on the surface of your choice, canvas board, stretched canvas, wood, panel, or bristol paper. I encourage working on more than one piece at a time as things need time to dry. I will go over materials the first day of class. If you are unsure of what to get just start with something heavy paper and paints for the first day. The point of this class is to try new things! Anyone from a beginner to a skilled artist will have fun exploring!

LEI0111-005  Harper Main Campus 05/23/23-07/18/23  TU 6:30 pm-9:00 pm  Instructor: Anna Hess  TUITION & FEE: $249.00

Music, Arts and Writing

LES S O N S , C L A S S E S , PROGRAMS, AND ENSEMBLES FOR ALL AGES

WHAT’S NEW
• Photographing Chicago Architecture
• Street Photography Downtown Chicago
• Chicago Photography

DON’T MISS
• Watercolor for Beginners
• Bronze Casting
• Pottery: Wheel-Throwing for Beginners
• Jazz Ensemble
• String Orchestra for Adults
• Business Writing
• Writing Studio Summer Camp for Adults
• Novel Workshop Intensive

Scan me to learn more about Music, Arts & Writing

Learn more at harpercollege.edu/cmac
The Art of the Protest: Aesthetics and Concepts

Art is used for self expression and fulfillment; a means to make one’s mark in the world. However, when art is employed to demand a CHANGE...it is when we have stepped into the realm of Protest Art. This course will focus on art as a means of protest, where images speak louder than words. What do you want to change in the world? You will use art to express your opinions and explore traditional and digital art practices in the course. Whether you’re fighting for social justice, equality, the environment, animal rights, or whatever you’re passionate about, this course will help you express yourself. Through lectures, you will learn about the essence of protest art and see samples of famous artworks, instructor demonstrations, and class group critiques. You will also learn about the foundation of compositions with the elements and principles of design and the gestalt laws, allowing you to create artworks that combine aesthetic qualities with conceptual meaning. Students may use acrylic paintings on canvas, collage art, sketchbooks, or software. The instructor will also provide individual assistance.

LEI0092-004  
TUITION & FEE: $235.00

Instructor: Angela Redmond  
06/05/23-07/03/23  
MO  
7:00 pm-9:00 pm

Thinking in Color

One of the most essential and appealing elements of artmaking is working with color. In this course, learn all about color theory and the various ways to incorporate it into your art. Through color mixing and color schemes, each student will create an enticing and colorful body of work. We will be working with acrylic paint on canvas. The instructor will provide demonstrations and individual assistance. Completion of Drawing for Beginners or similar experience is encouraged for this course.

LEI0093-003  
TUITION & FEE: $125.00

Instructor: Angela Redmond  
06/07/23-06/28/23  
WE  
7:00 pm-9:00 pm

Pottery for Beginners and Advanced Students

In this course, beginners will learn several hand-building techniques, basic clay terms and techniques, and basic wheel throwing. This will be through weekly demonstrations and interaction with the instructor. Advanced students are encouraged to pursue their interests and projects or develop and polish their pieces. Both beginners and experienced students will benefit from the instructor’s assistance and interaction with other students.

LEI0013-051  
TUITION & FEE: $370.00

Instructor: Janice C. Kostelny  
06/05/23-07/24/23  
MO  
6:30 pm-8:20 pm

LEI0013-049  
TUITION & FEE: $370.00

Instructor: Bettie Gong  
06/06/23-07/25/23  
TU  
6:30 pm-9:20 pm

LEI0013-050  
TUITION & FEE: $370.00

Instructor: Bettie Gong  
06/08/23-07/27/23  
TH  
6:30 pm-9:00 pm

Pottery: Wheel-Throwing for Beginners

This class provides the instruction needed to begin shaping clay on an electric wheel. Although this is the hardest technique to master, it can be very gratifying and most definitely fun. Weekly demonstrations and instructor interaction will help you develop and strengthen the skills needed for success. Experienced students will also benefit from instructor assistance and are encouraged to pursue their own interests and projects.

LEI0020-041  
TUITION & FEE: $370.00

Instructor: Janice C. Kostelny  
06/07/23-07/26/23  
WE  
6:30 pm-9:00 pm

Ceramics, Jewelry, Bronze and Welding Arts

Bronze Casting

The lost wax method of bronze casting dates back more than 5,000 years and is still regarded as the most precise casting method in existence. The process ensures that there is incredibly accurate reproduction of your original sculpture, with all of the original, exquisite detail recaptured. In this course, designed with the beginner in mind, we will provide demonstration and one-on-one assistance to help you learn this fascinating process. Students will be required to purchase metal. No class on May 29 and June 19.

LEI0018-021  
TUITION & FEE: $235.00

Instructor: Philip Spangler  
05/22/23-07/24/23  
MO  
6:30 pm-9:00 pm

Photography, Videography and Social Media

Beginning Photography

Get comfortable with how your camera works and get the best photographs possible. This course will help you understand ISO, shutter speeds, f stops, depth of field, exposure, and white balance. You will explore the use of different lenses, good composition and how dramatic lighting can make your photos more exciting. You will be introduced to the concepts of photographing people along with objects. Classroom instruction and hands on practice through assignments will help you learn to get the most from your photographs. Finally, you will touch on how to best print your digital photos. You must have a 35mm SLR digital camera with manual capability, interchangeable lens mirrorless cameras are accepted. Please, no point and shoot film or cell phone cameras.

LEI0032-032  
TUITION & FEE: $225.00

Instructor: Harold Rail  
06/08/23-07/27/23  
TH  
7:00 pm-9:00 pm

LEI0032-031  
TUITION & FEE: $225.00

Instructor: Edyta Pawlowska  
06/12/23-08/07/23  
MO  
1:30 pm-3:30 pm

Advanced Photography

What does it mean to have an eye for photography? Is it something that comes naturally, or can you develop it through attention and direct experience? Aside from simply taking pictures, our way of seeing the world lets us understand and deal with situations, composition, subject matter, light quality, patterns, shadows, textures, juxtapositions, moments in time, and we then put these elements together to create images that communicate something deep inside of us. To share with others our own distinct impression of the world. Completion of Beginning Photography or Intermediate Photography or equivalent knowledge is recommended prior to registration.

LEI0045-008  
TUITION & FEE: $225.00

Instructor: Harold Rail  
06/07/23-07/26/23  
WE  
7:00 pm-9:00 pm

LEI0094-005  
TUITION & FEE: $299.00

Instructor: Edyta Pawlowska  
06/14/23-08/02/23  
WE  
1:30 pm-3:00 pm

Fundamentals of Newborn Photography

The course prepares beginner and professional photographers to enter the world of a very specific area: photography of newborn babies. It offers step-by-step instructions on many popular newborn poses, best angles, lighting setups, and digital backgrounds for these compositions. Course introduces usage of the right props and equipment, baby warping and relaxation techniques. It provides the learning steps for editing and enhancing RAW images.

LEI0094-005  
TUITION & FEE: $225.00

Instructor: Edyta Pawlowska  
06/14/23-08/02/23  
WE  
1:30 pm-3:00 pm

Visit CE.HARPERCOLLEGE.EDU for latest course information.
Immersive Photography Experience: Photographing Chicago Architecture

Photographing in Chicago can be the most rewarding experience for both amateur and professional photographers. Chicago has endless locations, neighborhoods and attractions to photograph that are unique and a joy to photograph. Throughout the many architectural marvels, its outdoor serenity of lakes, parks, and rivers, and its diverse population, photography in Chicago is an absolute delight for any photographer. In this course we will explore several well-known Chicago locations in order to capture the vibrancy and uniqueness of this great city. This photographic excursion will guarantee to expand each students’ technical and artistic photographic talents. Photography Chicago is designed for photographers at any experience level. In this class students will have opportunities to explore visually the vibrant life in most beautiful city in the Nation and the second in the world.

LEI0114-001 ONLINE - Live Meetings 07/17/23-08/07/23 MO 7:00 pm-9:00 pm 07/22/23-08/05/23 SA (Offsite) 7:45 am-11:45 am Instructor: Harold Rail TUITION & FEE: $225.00

Immersive Photography Experience: Street Photography Downtown Chicago

Photographing in Chicago can be the most rewarding experience for both amateur and professional photographers. Chicago has endless locations to photograph that are unique and worth capturing. And Chicago is well known for its diverse population, many well-known and famous photographers have developed their street and people portfolios in this city of characters... think of Vivian Maier, Victor Skrebneski, Gordon Parks, Garry Winograd, and even as far back as Walker Evans. Throughout the many architectural marvels and its outdoor serenity, lakes, parks, and rivers, street photography in Chicago is an absolute delight for any photographer. This course focuses on city and urban street photography. Street Photography Chicago is designed for photographers at any experience level. In this class students will have opportunities to explore visually the vibrant life in most beautiful city in the Nation and the second in the world.

LEI0091-006 ONLINE - Live Meetings 06/26/23-07/10/23 MO 7:00 pm-9:00pm 06/24/23-07/08/23 SA (Offsite) 7:45 am-12:15 pm Instructor: Harold Rail TUITION & FEE: $225.00

Music

Music Classes

Beginning Group Violin for Adults

This class is designed for adults and musicians ages 16+. In a friendly and supportive group atmosphere, you’ll learn the basics of the violin: how it is held and how a bow is balanced to achieve a pleasing sound. The class covers how you care for your instrument, musical notation, and basic musicianship for strings players. This is a great short-term learning opportunity to let you see if the violin is an instrument for you. The instructor will help you find an instrument that is suitable for you. Your first recital will be held during the final class or during the time of final recitals.

LMUJ0109-006 Harper Main Campus 06/12/23-08/07/23 MO 6:00 pm-7:00 pm Instructor: Edgar Gabriel TUITION & FEE: $169.00

Blues Harmonica Fundamentals

Join with others to make music in a fun, welcoming environment. We focus on the basics from producing single notes to understanding song form. Reading music is not required. You will learn basic harmonica chords, licks, and solo techniques while jamming together and receiving encouraging feedback and having fun socializing. You may repeat repertoire classes as needed. There are dozens of songs to learn at every skill level. Songs change from session to session. Students should bring a diatonic harmonica in the key of C. The Hohner Marine Band, Crossover, or Special 20 models are recommended. ‘If you can breathe, you can play’, Joe Filisko.

LMU0008-027 ONLINE - Live Meetings 06/15/23-08/03/23 TH 7:00 pm-8:15 pm Instructor: David Kachalon TUITION & FEE: $199.00

Introduction to Electronic Computer Music

This course is designed for the student who has little or no background in MIDI Sequencing and Digital Audio Recording but who wants to experience the enjoyment of making music via computer. You will be presented with software and hardware as tools for creative sound design and musical composition, and throughout the class, you will be able to produce and perform music on your own and as part of a team. You will be constantly focusing on the re-creation of acoustic textures and samplings as well as the construction of soundscapes that are unique to the electronic environment. Ages 15 and up.

LMU0012-027 ONLINE-Self Paced 06/05/23-07/30/23 Instructor: Steve Suvada TUITION & FEE: $365.00
Jazz Ensemble
The Jazz Ensemble is a traditional big band of 15 to 20 players who perform under the direction of renowned Chicago jazz trumpet player and vocalist Hedberg. Open to all Harper students regardless of major, faculty, staff and community members, the band performs a range of jazz music, from standards to contemporary hits. This course focuses on the study of the standard Jazz ensemble. It is an overview of various techniques and interpretation as applied to Jazz ensemble and performance. Each semester, the band performs a concert in the Performing Arts Center. The group participates in community events and tour performances and frequently features professional guest artists from the Chicago area. A limited number of combo performance opportunities are available to members. Increase your proficiency on an instrument or as a singer while enjoying the opportunity to learn and perform music from the classic Jazz repertoire. Utilize sight reading and musicianship while enhancing your skills, musical understanding and enjoyment. An audition is required and is held at the first rehearsal of each fall and spring semester. Sight reading at an intermediate (High School Jazz Band) level is required. For more information and audition music, contact Jeff Hedberg at jhedberg@harpercollege.edu or call 847.925.6568.

All music and practice material will be provided to the students, no textbook is needed.

LMU0015-019 Harper Main Campus 06/07/23-07/26/23 WE 7:00 pm-9:30 pm Instructor: Jeff Hedberg
TUITION & FEE: $125.00

Jazz Lab Band
The Jazz Lab Band is a small jazz combo that performs a standard, professional Jazz repertoire. Students practice improvisation and work on small group performance techniques. Each semester, the band produces a recording in a professional studio and performs a live concert in the Harper Performing Arts Center. Open to instrumentalists and vocalists at all levels. No audition is required, but please obtain the consent of the Instructor, Ken Spurr, prior to registering. Call 847.925.6568.

LMU0005-023 Harper Main Campus 06/07/23-07/26/23 WE 4:00 pm-6:30 pm Instructor: Darren Scorza
TUITION & FEE: $125.00

String Orchestra for Adults
Have fun playing in an ensemble for amateur adult string players. Open to violin, viola, cello and string bass. This ensemble is for the relatively inexperienced player and music is chosen to accommodate the level of the participants. A concert will be presented by the group at the conclusion of the semester. Taught by Edgar Gabriel, well known Chicago classical and jazz violinist.

LMU0025-017 Harper Main Campus 06/13/23-08/08/23 T 8:00 pm-9:00 pm Instructor: Edgar Gabriel
TUITION & FEE: $169.00

Music Appreciation, History, Theory
Aural Skills II
Develops skills in melodic, harmonic and rhythmic dictation and sight singing. Co requisite MUS 112.

LMU0095-011 Harper Main Campus 06/06/23-07/27/23 TH 11:00 am-1:00 pm Instructor: Issa Boulos
TUITION & FEE: $125.00

Fundamentals of Music Theory
This course provides you with the sufficient background and information to interpret and understand the language of music through the study of notation, rhythm, scales, key signatures, intervals, triads, cadences, basic forms, and musical terms. Students are prepared for the study of harmony and for practical musical activity. This course may be taken for credit as MUS101. The required textbook is Harder, P. and Steinke, G., Basic Materials in Music Theory, 12th ed. Boston, MA, Allyn and Bacon, 2010. Any earlier editions are acceptable.

LMU0022-045 ONLINE-Self Paced 06/05/23-07/30/23 Instructor: Edward Hamel
TUITION & FEE: $365.00

See our Youth and Teens section on p 46 for youth music classes and lessons.
PRIVATE MUSIC LESSONS

Registration for private music lessons is open throughout the year - for more information call 847.925.6659.

Private lessons are usually scheduled once a week for 30, 45, or 60 minutes for 8 or 16 weeks. We can also arrange to schedule any number of lessons/frequency as desired, arranged on a case-by-case basis.

- 30 minutes per week:
  8 weeks, $325; 16 weeks, $589
- 45 minutes per week:
  8 weeks, $440; 16 weeks, $879
- Available only on request - 60 minutes per week:
  8 weeks, $589; 16 weeks, $1069

Instruments we offer:

- **Ages 5 - 8**
  Piano, Suzuki piano, orchestral percussion, violin, Suzuki violin, cello, double bass*, guitar (including electric*), jazz guitar, ukulele, banjo*, jazz piano mandolin, drums, fiddle, voice*, and hand drum.

- **Ages 9 - 10**
  All of the above plus accordion, flute, clarinet, trumpet, double bass and harmonica.

- **Ages 11 - 17**
  All of the above plus viola, oboe, saxophone, bassoon, trombone, French horn, voice, euphonium, and tuba.

- **Ages 17+**
  All of the above

*Some instruments require that we meet with younger children for assessment.

Questions?
Visit harpercollege.edu/cmac or contact Issa at iboulos@harpercollege.edu for more information.
Sound Recording III
Mixing and Editing Techniques
Students in this course work with previously recorded material, often the material they recorded in Sound Recording II Recording Techniques, and are taught the fundamental principles of good mixing and editing. Each student gets hands-on experience processing the sound using the latest software technology, focusing on blending and balancing the final mix. Discussion of effects processors, such as compression, gating, reverb, and delays also takes place. This course concludes with a discussion of mastering techniques. Prerequisites Sound Recording I and Sound Recording II
LMU0019-027  Harper Main Campus
07/06/23-07/18/23  TU TH  7:00 pm-10:00 pm
Instructor: John D. Towner
TUITION & FEE: $299.00

Business and Technical Writing

Introduction to Voice-Overs: Getting Paid to Talk
If you have been told you have a great voice, you rely on your voice in your occupations, or you are simply curious about the voice over field, then this class is for you. Learn what the pros look for and how to prepare for interviews. You will learn what a voice over is, how they are created and who is involved. You will discuss how to find your specific voice niche, where to look for work opportunities and how to avoid common mistakes. You will hear audio examples from working voice over artists, and then you will record a short commercial script for playback at the end of class. This introduction to voice overs is taught by voice coaches, a collaborative of voice acting and production professionals.
LFA0001-022  ONLINE - Live Meetings
07/13/23  TH  6:30 pm-8:00 pm
TUITION & FEE: $49.00

Effective Copywriting
Whether you are sending out a press release, communicating internally with a memo or promoting your own skills on LinkedIn, strong writing skills are the key to success. Come away with the tools and techniques you need to improve your copywriting skills and learn how to avoid the common writing mistakes that can hold you back.
LRN0162-013  ONLINE-Self Paced
07/04/23-07/28/23
TUITION & FEE: $195.00

Business Writing Digital Badge
Discover the keys to successful writing for the workplace. Whether you are writing a report, memo, letter or publicity notice, business writing has some defined characteristics for success. Successful communicators in the workplace move forward, others move back. Enhance your career by improving this critical communication skill.
Begin with understanding the format, construction, and successful techniques of writing good business reports and proposals. Then improve your skills with editing and proofreading. Finally, discover what good journalists know. Learn how to write a news story, press release or other publicity notice that zings.
LRN0160-012  ONLINE-Self Paced
06/05/23-09/01/23
TUITION & FEE: $495.00

Online Self-Paced Business Writing Digital Badge
Discover the keys to successful writing for the workplace. Whether you are writing a report, memo, letter or publicity notice, business writing has some defined characteristics for success. This certificate will take you to the next level where business writing is a skill for personal and organizational success.
This Digital Badge (LRN0160) requires completion of three courses:
- LRN0161: Business Writing
- LRN0162: Effective Copying
- LRN0163: Writing News and Press Releases

Online Self-Paced Business Writing Digital Badge
Discover the keys to successful writing for the workplace. Whether you are writing a report, memo, letter or publicity notice, business writing has some defined characteristics for success. This certificate will take you to the next level where business writing is a skill for personal and organizational success.
This Digital Badge (LRN0160) requires completion of three courses:
- LRN0161: Business Writing
- LRN0162: Effective Copying
- LRN0163: Writing News and Press Releases
Children’s Books

Writing for Children

Discover what you need to know to write for children. If you are a beginning writer, this course will help you transform your book idea into a finished product. If you are an already successful writer, this course will help you explore new opportunities and markets for your work. You will explore the changing world of children’s literature and understand the various formats, including picture books, chapter books, middle grade or young adult novels. You will get insights from publishing professionals to gain a better understanding of the needs of today’s market. You will receive valuable tips about creating your manuscript, and even practice writing a query letter to submit to a publisher. By the time you finish this course, you will have all the tools and resources you will need to begin navigation the world of children’s publishing and to continue growing as a writer for children.

Creative Writing: Fiction and Non-Fiction

Creative Nonfiction Workshop

Often called the fourth genre because of its unique combination of poetry, fiction, and journalism, this workshop is designed for beginning writers and will include work on writing essays, memoirs, and literary journalism. You will share your work, critique the work of others, study, read, and discuss published authors and learn the tenets of each style of creative nonfiction. You will also gain insight into how to submit pieces for publication. Expect to write and receive verbal critiques of a piece of up to 5,000 words. The instructor Lincoln T. Beauchamp Jr. is a Chicago-based musician, writer, publisher, record producer, and promoter.

Poetry Workshop

This workshop is a supportive place for beginning poets and those curious to write poetry for the first time to sharpen their craft and receive feedback on their writing. Throughout the course, you will write poems and discuss what makes them come to life, from image, to sound and rhythm, to arrangement on the page. You will write new poems, hone your skills at revision, and learn from a mix of contemporary writers and writers from other eras. Finally, you’ll get a number of tips about how to stay motivated and complete your novel, because writing is hard work.

Novel Writing

Stay motivated while writing your novel! This intensive novel workshop meets twice a month for five months and will help you reach your goals by providing structure, guidance, support and accountability. Become part of a supportive, creative cohort as we discuss craft, workshop scenes and brainstorm to work out drafting challenges. During at least one class per month, you will meet one-on-one with the instructor, a published novelist, for a fifteen-minute private coaching session to discuss your book. Writers of all genres and levels are welcome. This course is limited to 10 students.

Poetry Workshop

This workshop is a supportive place for beginning poets and those curious to write poetry for the first time to sharpen their craft and receive feedback on their writing. Throughout the course, you will write poems and discuss what makes them come to life, from image, to sound and rhythm, to arrangement on the page. You will write new poems, hone your skills at revision, and learn from a mix of contemporary writers and writers from other eras. Finally, you will learn how to submit your work and about the process of getting poems published.
Poetry Jam Slam
Poetry can be seen as a way to self-express creatively without judgement. This course will expand on writing creatively during class on topics of interest and give writers an opportunity to openly recite their work. This course will explore different poetry styles while challenging the writer to step outside of their comfort zone to allow the creativity to flow naturally. The course is designed to explore self-creations and the love for creativity. All writers and all levels are welcome.

TUITION & FEE: $149.00

Add Lyrics to Your Life
Don’t miss our new poetry classes, taught by Shyretha Brown.

How to Make Money From Your Writing
You really can make money with your writing. Whether you want to create your own business, add to your income, supplement your retirement, or boost what you’re earning as a writer, you’ll find the how-to’s here. You’ll learn secrets, methods, and tips to help you generate income with your writing. This class includes all the practical information that so rarely gets taught in writing classes. Making money is the focus of the lessons. You’ll explore a dozen genres that can help you establish a sometime, part-time, or full-time career as a writer. Along the way, you’ll learn methods to work faster, suffer less rejection, and bring home more bacon. Fulfilling (and lucrative) writing work is waiting for you!

LLA0053-003 Harper Main Campus 05/22/23-07/26/23 WE 5:00 pm-6:30 pm Instructor: Shyretha Brown TUITION & FEE: $115.00

Screenwriting
Introduction to Screenwriting
Do you have an excellent idea for a movie but don’t know how or where to start? If you answered yes, then this class is for you. We'll explore industry standards and standouts as we examine screenplay, form, structure, and genre to help you hone your ideas. You’ll learn story structure and the elements required to write a script utilizing industry-standard best practices and get started writing your first draft. Scenes from your screenplay will be work-shopped in class, where you’ll get to hear them read aloud and receive feedback from classmates. By the end of the course, you’ll have a firm understanding of how to write a full feature. Students should have basic computer skills.

TUITION & FEE: $225.00

Screenwriting II
In this course, you’ll learn the craft from a faculty member who not only has decades of experience as a film and video writer, producer, and director but are also as passionate about storytelling as you are. This course will assist you in finding your voice while writing short and feature-length screenplays, original TV pilots and episodes, and web series. Students should have basic computer skills.

The instructor Virginia Bailey is an independent film/video writer, producer, and director, and author of children’s literature, including softcover, eBooks, and audiobooks. She also teaches Introduction to Screenwriting, and Introduction to Podcasting.

TUITION & FEE: $225.00

Screenwriting III
Screenwriting III will help students with their scripts-in-progress move to the next level. Sessions are workshop-based and interactive. Participation is expected. Students are expected to email scripts in progress to the instructor to share with the class. Students will receive detailed comments, corrections, and feedback during every read.

LLA0055-004 ONLINE - Live Meetings 06/14/23-07/26/23 WE 5:30 pm-7:30 pm Instructor: Virginia Bailey TUITION & FEE: $269.00

Writing Essentials: Grammar and Punctuation
Effective Grammar Digital Badge
This digital badge will cover grammar basics to more advanced concepts like parallelism and agreement to the finer points of capitalization and punctuation. After completion of the digital badge, you’ll be the master of commas, complete sentences, common sense writing and more. Everything you will learn will elevate your communication skills and help you present polished, professional writing every time.

LRN0199-004 ONLINE-Self Paced 06/05/23-07/28/23 TUITION & FEE: $295.00

Publishing and Book Marketing
How to Self-Publish - On Demand
This course will start your personal journey to becoming a royalty earning self published author. Write the next Great American Novel. Share your professional expertise. Tell your family’s story. Whatever you dream of writing, write and publish it yourself. Learn how to produce e-books and print books through Amazon’s Kindle Direct Publishing, and other online platforms, that will give you worldwide reach for your work from a successful self-published author.

Learn all the basics including proper manuscript and book formatting, book cover design, editing tools, publishing platforms. Learn how to create accounts and understand dashboards and reports. Learn about copyrights, ISBN, LCON, and AISBN. Develop a self-publishing plan and take steps to put that plan into action. Students who already have a book in progress can develop it for publication, while students who are new to writing and self-publishing, will develop a solid understanding of this exciting and constantly evolving new industry in this content rich class.

LLA0051-004 Harper Main Campus 05/22/23-08/12/23 TUITION & FEE: $130.00

Add Lyrics to Your Life
Don’t miss our new poetry classes, taught by Shyretha Brown.

TUITION & FEE: $149.00

Visit CE.HARPERCOLLEGE.EDU for latest course information. 37
### Personal Interests

Personal interest courses feed your passions and are just plain fun! Enroll with a friend or meet new friends.

**WHAT’S NEW**
- Healthy and Delicious Cooking
- How to Buy a Vacation Home or Retirement Property
- How to Sell your Home for Top Dollar

**DON’T MISS**
- More Than Mere Ghost Stories: Investigating Folklore
- Folklore of American Cemeteries
- Electrical Repair
- First Time Home Buyer: What You Need to Know

Scan me to learn more about Personal Interests

Learn more at ce.harpercollege.edu, “Browse Our Programs/Personal Interests”

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### Do It Yourself and Woodworking

**Electrical Repair**

It is shocking, but true: you can easily handle your own minor electrical repairs. If you do not want to pay an electrician hundreds of dollars you can learn to safely test and replace light switches, outlets, light fixtures, and ceiling fans. Be trained in the basics of home electrical systems and how you can make informed decisions concerning repairs, purchases and maintenance. This presentation is taught by Ernie Hagenow Jr., a licensed electrician and president of Genuine Electric, Inc., a local contractor.

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<tr>
<td>LHF0003-013</td>
<td>Harper Main Campus</td>
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<td>Instructor: Ernie Hagenow</td>
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### Nutrition

**Digital Badge in Nutrition, Chronic Disease and Health Promotion**

Understanding the role of food and water, and making appropriate changes in one’s diet can have powerful effects, both positive and negative, on health throughout life. The burden of chronic diseases is rapidly increasing worldwide as traditional, largely plant based diets are quickly being replaced by high fat, energy dense diets with a substantial content of animal based foods. This digital badge addresses these issues and more and provides a solid foundation of knowledge and information to support individuals who wish to enhance their own well being as well as health care professionals who wish to evolve in their profession.

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<td>LPL0015-008</td>
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<td>06/01/23-09/01/23</td>
<td>TH 6:30 pm-8:00 pm</td>
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<td>Instructor: Ursula Bielski</td>
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<td>TUITION &amp; FEE: $100.00</td>
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### Food and Wine

**Baking and Cooking**

Healthy and Delicious Cooking

Whether you want to experiment with new recipes beyond your usual or elevate your family meals or date nights, this course is for you. Learn new techniques from an experienced chef such as: how to cook from scratch and make real food with whole, natural ingredients and what to stock in your pantry. Together we will prepare a variety of soups, pasta sauces, salad dressings, breads, and make foods that are both healthy and delicious.

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<td>LFS0065-001</td>
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<td>WE</td>
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<td>Instructor: Samantha Segura</td>
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<td>TUITION &amp; FEE: $225.00</td>
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### Paranormal Studies

**More Than Mere Ghost Stories: Investigating Folklore (Online)**

Noted paranormal historian Ursula Bielski goes online to describe places and events that have transcended folklore to become important paranormal investigations. She covers important Chicago paranormal sites such as Lincoln Park and the old City Cemetery grounds, Robinson Woods, and Bachelors Grove, as well as events including the crash of Flight 191, the Iroquois Theater Fire, and the Eastland Disaster. Also examined are incidents from around the country including the Borden murders, the Battle of Gettysburg, and the Galveston Flood. Ursula is an author and the founder of Chicago Hauntings, Inc. She holds an M.A. in American cultural and intellectual history.

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<td>LAA0005-006</td>
<td>ONLINE - Live Meetings</td>
<td>06/08/23-06/22/23</td>
<td>TH 6:30 pm-8:00 pm</td>
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<td>Instructor: Ursula Anne Bielski</td>
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<td>TUITION &amp; FEE: $99.00</td>
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Spectral Studies by Renowned Paranormal Expert Ursula Bielski

Don’t miss your chance to add some spirit to the season with our new paranormal classes taught by Ursula Bielski, the founder of Chicago Hauntings, Inc. and the host of PBS’ “The Hauntings of Chicago” (WYCC). An historian, author, and parapsychologist, Ursula has been writing and lecturing about Chicago’s supernatural folklore and the paranormal for nearly 20 years, and is recognized as a leading authority on the Chicago region’s ghostlore and cemetery history. She is the author of ten popular and critically acclaimed books, including the Chicago Haunts series and Graveyards of Chicago.

Folklore of American Cemeteries

From ‘death chairs’ and moving monuments to some of the nation’s most famous ghosts, America’s cemeteries host some of the country’s most enduring and intriguing folklore. Explore the strange tales from America’s burial grounds with Ursula Bielski, author of ‘Graveyards of Chicago’ and eleven other books of supernatural history.

How to Sell Your Home for Top Dollar

How do you sell your house for top dollar in this market? Learn real estate sales and marketing strategies to assist you in successfully selling your property. Discussion will include the market driving trends, how to do a market analysis, determining the value of your property, getting your home sale ready, advertising and showing your home, and handling an offer, including the basics of required paperwork. You’ll get insight on appraisals, home inspections, and what to do or not to do to get your home ready to sell.

How to Buy a Vacation Home or Retirement Property

Ready to spend some time in the sunshine, or ski slopes or the beach? Learn the best way to purchase your second home or vacation property in this course. Discussion will include learning to make owning your second/retirement home a reality. During the class, we will also go over the minimum down payments, credit requirements, affordability and the underwriting criteria needed for your purchase. This is not a class on buying or renting a timeshare.

Visit CE.HARPERCOLLEGE.EDU for latest course information.
Lifelong Learning Institute (50+)

WHAT'S NEW

- Cartoon Spirituality
- Controversies with Conjoined Twins and Wrongful Life
- Evaluating Confusing, Controversial Food Headlines and Media Claims
- Religious Terrorism: A Recipe for Disaster
- Americans Foreign Policy Reset
- Flying High: Betty the Pan Am Stewardess
- Hollywood Art Collectors and their Collections
- JFK In Berlin: Revisiting a Momentous Trip
- Occult Aspects of the UFO Enigma
- The Lone Ranger Rides Again
- AND MORE!

Scan me to learn more about Lifelong Learning Institute

Learn more at ce.harpercollege.edu/
“Browse Our Programs/ Lifelong Learning Institute”

Current Events

Cartoon Spirituality

Artists have used cartoons to help topple governments, imprison corrupt politicians, win elections, address societal ills, rage against wars, and help people laugh at themselves. This talk explores how contemporary cartoons poke and prod religion and spirituality. We will use cartoons—lots of them—as jumping-off points to discuss topics such as the nature of truth, tolerance, meditation, faith, dogma, authority, and more.

LLI0561-001 Harper Main Campus
05/24/23 WE 10:00 am-12:00 pm
Instructor: Suzanne Rausch
TUITION & FEE: $39.00

Controversies with Conjoined Twins and Wrongful Life

Even with early screening and testing, occasionally a rare medical issue will challenge parents and modern medicine. Hospital policies, doctor’s medical opinions and parental love can be in conflict when dealing with these cases. Who decides the final course of action? Instructor, Suzanne Rausch will discuss these cases that have demonstrated such conflicts, including cases of conjoined twins and other rare conditions that challenge the best skilled medical professionals and our notion of a quality of life.

LLI0131-006 Harper Main Campus
05/22/23 MO 10:00 am-11:30 am
Instructor: Suzanne Rausch
TUITION & FEE: $39.00

Religious Terrorism: A Recipe for Disaster

Many religions have engaged in acts of terrorism, and when they do, they exhibit five common ingredients that are prone to generate violence. In this class, we will begin by defining what religious terrorism is and then examine these five common ingredients to show how they contribute to escalating violence. I will show how removing any one of those ingredients prevents the inevitable violence that terrorism brings. We will end with several examples in modern-day religions where these five ingredients led to disaster.

LLI0568-001 ONLINE - Live Meetings
07/17/23 MO 1:30 pm-3:30 pm
TUITION & FEE: $39.00

Evaluating Confusing, Controversial Food Headlines and Media Claims

If you’re frustrated by the overwhelming claims about the foods you eat, this program will provide a simple, practical approach to evaluating nutritional claims. Learn to:
- Discover ‘Red Flags’ to watch for when reviewing research studies. This course will:
- Give participants the tools needed to investigate and draw their own conclusions.
- Teach how poor research design can lead to wrong information and possibly dangerous health decisions.
- Introduce databases and resources for answers science supports.
- Give participants the fun opportunity to investigate judge 3 popular nutritional claims and determine if each is legitimate or best ignored.

LLI0564-001 Harper Main Campus
06/01/23 TH 1:00 pm-2:30 pm
Instructor: Joan Davis
TUITION & FEE: $39.00

History

Americas Foreign Policy Reset

The United States entered the 20th century with unanticipated foreign possessions in the Caribbean and the Pacific. When Roosevelt became President in September 1901 he was convinced that these possessions were the harbinger of our country’s emergence as a world power and began to take foreign policy actions consistent with that belief. Taft followed in Roosevelt’s footsteps - although a bit more quietly - and then Wilson confronted an international calamity, initially trying to keep our country out of the conflict but eventually coming to a point of view that Roosevelt had long supported.

LLI0555-001 Harper Main Campus
08/02/23-08/09/23 WE 9:00 am-10:30 am
Instructor: Gary E. Midkiff
TUITION & FEE: $78.00
**Lifelong Learning Institute (LLI) Annual Membership for 2023**

LII members enjoy great discussions, innovative classes, and new friendships for mature adults (50+). Save money and receive exclusive benefits with a premier membership.

Benefits Include:
- Access to exclusive premier members-only courses
- 50% discount on designated LLI courses

Membership is just $50 for the whole year and pays for itself after three LLI courses.

Sign Up for Premier Membership: harpercollege.edu/lli
The Constitutional Convention and the Federalist Papers

The Articles of Confederation were a disaster - a nation where individual states had all of the power did not work well. Two gifted statesmen - Alexander Hamilton and James Madison - decided that a new governing framework was needed and arranged for a meeting of all states that we look back on as the Constitutional Convention. Once that convention produced a new document these same two men (aided by John Jay) became “Publius” and published the Federalist Papers to convince our infant nation that this new document should be ratified. This two-part course tells this story.

LLI0559-001  Harper Main Campus 06/15/23-06/22/23  TH  9:00 am-10:30 am
Instructor: Gary E. Midkiff
TUITION & FEE: $78.00

The Food that Made America

Time to talk food! From the battle of the burger, the Big Mac vs the Whopper and the Pizza Wars of the 90’ s of Little Caesar, Pizza Hut and Domino’s. Learn about the enormous advertising campaigns that waged war between the companies, and how speed and size sometimes would win out over taste. Explore the foods that became part of American culture for generations.

LLI0560-001 ONLINE - Live Meetings 07/10/23  MO  10:00 am-12:00 pm
TUITION & FEE: $39.00

The Presidencies of James Madison and James Monroe

These two men were the last 2 Founding Fathers to serve as U.S. Presidents. Madison stumbled his way into the unnecessary war of 1812 and Monroe is best remembered for a doctrine that he did not author. C-Span ranks both men among the top 1/3 of our former Presidents. who served as President - you may not view them as positively after attending this 2-part class.

LLI0556-001 Harper Main Campus 08/02/23-08/09/23  WE  1:00 pm-2:30 pm
Instructor: Gary E. Midkiff
TUITION & FEE: $78.00

The Lone Ranger Rides Again

2023 marks the 90th anniversary of the Lone Ranger, the fictional character which has had a lasting influence on American culture. This class shares the fascinating story of how the Lone Ranger and Tonto were created, including pictures courtesy of the family of actor Clayton Moore who portrayed the Lone Ranger on television and movies.

LLI0552-001 ONLINE - Live Meetings 07/13/23  TH  1:00 pm-3:00 pm
TUITION & FEE: $39.00

Thomas Jefferson Reconsidered

Thomas Jefferson was a great American..... who owned slaves. He authored the Declaration of Independence and as President advocated for the Louisiana Purchase (which many historians regard as the singular most important Presidential decision in U.S. history)..... and he owned slaves. This 2-part class will try to put into perspective all of the elements of Jefferson’s monumental legacy.

LLI0558-001 Harper Main Campus 06/16/23-06/23/23  FR  9:00 am-10:30 am
Instructor: Gary E. Midkiff
TUITION & FEE: $78.00
### Summer 2023

**Book Discussions**

Meet with others who share a passion for reading and learning. Book discussions are sponsored by the Harper College Library and are facilitated by Harper College Library librarians and staff. Please contact Christine Kuffel ckuffel@harpercollege.edu to register, or call 847.925.6859.

This summer, we’ll be investigating Crime Fiction with some bold and brilliant female leads. These tenacious and perceptive professionals have put their skills to good use solving crimes (despite the deficiencies and duplicity of those around them). Filled with a little action and a lot of personality, if you’re in need of a hero, look no further....

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**Broken Places: A Cass Raines Mystery**
by Tracy Clark

Cass Raines has traded the chaos of being a Chicago Police Detective for the relatively chill work of a private investigator, but when a beloved friend turns up dead, Cass has got more on her hands than she bargained for. A well-developed cast of characters and plenty of Chicago-style scenes. Listen to the audio for a special treat.

- **LLM0072-001**
- **Harper Main Campus, Building F**
- **Friday, June 9, 2023, 2:00 pm-3:00 pm**
- **FREE**

**As the Wicked Watch: The First Jordan Manning Novel**
by Tamron Hall

Jordan Manning has her sights set on working for a national network. But baby steps, right? Sadly, Jordan's work as a crime reporter in Texas did not prepare her for the crazy that is Chicago. Her fierce spirit, gentle heart, and savvy sensibility help as she works to uncover a killer that is harassing the city.

- **LLM0073-001-001**
- **Harper Main Campus, Building F**
- **Friday, July 7, 2023, 2:00 pm-3:00 pm**
- **FREE**
**World Languages**

**DON’T MISS**
- Conversational Spanish I, II, III and IV
- Conversational Spanish Digital Badge
- Spanish for Medical Professionals

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**Conversational Spanish I**

Conversational Spanish I is for beginners. Start with the alphabet, numbers and greetings to learn the essentials of pronunciation as well as basic grammar and vocabulary needed to greet people, talk about yourself and express needs. By the end of the course you will have some knowledge of the culture and should be able to speak at least 10 percent of your conversation in this language.

LLL0002-042  Harper Main Campus  06/05/23-07/31/23  MO  6:30 pm-8:30 pm  Instructor: Rene E. Castellanos  TUITION & FEE: $199.00

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**Conversational Spanish II**

After you complete Conversational Spanish I, or if you learned basic skills in this language from prior study, take Conversational Spanish II. You’re comfortable with some grammar and especially present tense. Now learn how to communicate what you have done via past tense. Build on your basic linguistic skills as you explore more topics related to life and travel. By the end of the course you will possess an increase in ability to speak the language, from 10 percent to at least 25 percent of your conversation.

LLL0003-032  Harper Main Campus  06/06/23-08/01/23  TU  6:30 pm-8:30 pm  Instructor: Rene E. Castellanos  TUITION & FEE: $225.00

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**Conversational Spanish III**

You’ve completed Conversational Spanish I and II or from another program you’ve become comfortable engaging in a simple dialogue using proper grammar with present and past tense. Enroll in Conversational Spanish III for proficiency in past tense and begin to learn future tense. By the end of the eight-week course you will be comfortable in conjugating new words and you should be able to compare how your knowledge in the language grew from 25 percent to at least 45 percent of your conversation.

LLL0004-025  Harper Main Campus  06/07/23-07/26/23  WE  6:30 pm-8:30 pm  Instructor: Rene E. Castellanos  TUITION & FEE: $225.00

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**Conversational Spanish IV**

Complete the lessons and build upon the fundamentals you’ve learned with longer dialogues and translations in Conversational Spanish IV. At the end of this course you should feel superior to your initial skill by now speaking at least 70 percent of the language during conversations. Follow up Conversational Spanish IV with the immersion environment of a Discussion course to hone your skills and avoid losing what you’ve gained in your language studies.

LLL0005-024  Harper Main Campus  06/08/23-07/27/23  TH  6:30 pm-8:30 pm  Instructor: Rene E. Castellanos  TUITION & FEE: $225.00

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**Digital Badge in Spanish - Online Component**

This component of the Digital Badge in Spanish incorporates audiovisual exercises, quizzes, and tests to hone speaking, listening, reading and writing skills via an online multimedia Supersite. Instructor works with you in the background assigning, correcting, and providing feedback. This course requires enrollment in Conversational Spanish I, II, III or IV each time, and cannot be taken alone. The purchase of a Supersite Plus Code is required to access the online site for assignments. Attendance to an orientation session is mandatory where course requirements will be explained.

LLL0006-028  Harper Main Campus  06/05/23-07/31/23  Instructor: Rene E. Castellanos  TUITION & FEE: $129.00

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**Spanish for Medical Professionals**

Are you frustrated by the communication gap that can occur between you and your Spanish speaking patients? This Spanish class, designed specifically for healthcare professionals, will help you bridge that gap. Practice the basic, practical language skills needed to effectively communicate with your Spanish speaking patients and their families. Learn the basics, gain an understanding of the culture, and know how to ask the questions crucial to quality healthcare. For those who speak some Spanish and need a refresher or speak no Spanish, you will gain the skills to effectively communicate with your Spanish speaking patients.

LRN0028-019  ONLINE-Self Paced  06/05/23-07/28/23  Instructor: Rene E. Castellanos  TUITION & FEE: $290.00

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**Say Sí to Success**

**Earn the Conversational Spanish Digital Badge**

Understanding and speaking Spanish has become increasingly important in the job market. Many employees see these skills as a preferred or even a necessary job requirement. Proficiency in Spanish might give you that complete advantage as you seek your next job or promotion.

Completion requirements:

- Conversational Spanish I
- Conversational Spanish II
- Conversational Spanish III
- Conversational Spanish IV
- Digital Badge in Spanish - Online Component
Youth & Teens

DON’T MISS
- Beginning Violin
- High School Jazz Improvisation Workshop
- Piano Preparatory Piano Program
- ACT/SAT Practice Test
- Sylvan ACT Exam Prep
- Sylvan SAT Exam Prep
- Debate Camp

Benefits of Music Education for Children

Why study music?
The benefits of studying music are many and extend well beyond the joy of learning an instrument, particularly for young students. Participation in musical activities has been found to enhance:

Intellectual and Cognitive Growth
- Through music experience, the learner is involved in perceiving, making judgments and comparisons, evaluating, analyzing and synthesizing, creating and reflecting.

Creativity and Self Expression
- Music is an essential way of communicating ideas and feelings with other people, developing a better understanding, appreciation, and perception.
- Music education engages and enhances imagination

Coordination
- Playing musical instruments can improve gross motor skills, hand-eye coordination, balance and enhance long-term memory and recognition patterns.

Social Skills
- Social behaviors such as cooperation, collaboration, team-building, and sensitivity to social and cultural beliefs and practices are promoted.

Learn more at harpercollege.edu/cmac
High School Jazz Improvisation Workshop

The 6-weeks long Jazz Improvisation workshop is devised as an introductory study to entry-level students of jazz. Young musicians will have the opportunity to develop and improve their improvisational abilities through the study of standard jazz repertoire. Topics include swing, blues, ii-V progression, rhythm changes, modes, form, transcription, ensemble playing, critical listening, theoretical concepts, and historical figures in jazz. It is assumed that the students have no prior exposure to the jazz art form but are familiar with rudimentary concepts of music theory and have basic-intermediate knowledge of their instruments. The four hours a week that the students spend with the instructor are adequate time to introduce them to these concepts in a lecture/rehearsal setting and then showcase the newly acquired skills in a final performance. Open to ages 14 - 18.

LMY0062-003 Harper Main Campus
06/12/23-07/24/23 MO TH 7:00 pm-9:00 pm
Instructor: Edgar Gabriel
TUITION & FEE: $425.00

PRIVATE MUSIC LESSONS

Registration for private music lessons is open throughout the year - for more information call 847.925.6659.

Details can be found in the Music, Arts & Writing section, p 34.

PIANO PREPARATORY PIANO PROGRAM

30M PRIVATE LESSONS AND 50M GROUP LESSONS FOR 15 WEEKS

The program consists of a combination of group and private instruction. Group lessons offer peer reinforcement, social interaction, ensemble experience, and group activities. Private lessons provide individual attention for technical development and interpretive and expressive insights. Combining these approaches give you a comprehensive 15-week curriculum. Participate in one 30-minute private lesson and one 50-minute group lesson each week. In addition to learning an instrument, students will enhance playing technique and develop listening skills, intonation, rhythm accuracy, and expression. Returning students must receive the CRN from their instructors. New students must complete the First-Time Student Application at bit.ly/cmacprivatelessons. You may register after the Piano Facilitator reviews their application and assesses their level. For more information, contact Kathy Sbarbor at ksbarbor@harpercollege.edu.

ACT/SAT Practice Test

In this three-hour prerequisite class, students take a full-length ACT or SAT practice exam to establish their baseline score. Sylvan analyzes the score, reviews the results with students and parents, and makes recommendations about preparation options. If a student would like to take both the ACT and SAT in a Practice 101 class, they should enroll in two separate ACT/SAT Practice 101 classes. Students must complete a Practice 101 class to be eligible to enroll in an ACT or SAT Exam Prep course. Classes may meet at Sylvan Centers in Schaumburg or Lake Zurich.

LASY003-078
06/17/23
Instructor: Ken Frysztak
TUITION & FEE: $20.00

LASY003-079
06/18/23
Instructor: Ken Frysztak
TUITION & FEE: $20.00

LASY003-080
06/24/23
Instructor: Ken Frysztak
TUITION & FEE: $20.00

LASY003-081
06/25/23
Instructor: Ken Frysztak
TUITION & FEE: $20.00

Sylvan ACT Exam Prep

It’s proven that students can increase their ACT scores in a matter of weeks. Harper partners with Sylvan Learning to offer the ACT exam prep on the College campus. With small group instruction, practice tests, and the Sylvan Prep online tool, students cover all areas of the ACT exam. Sylvan guarantees increased scores when students attend a minimum of 80% of scheduled in-class time and complete eight hours of online instruction. Students are awarded six complimentary hours of Sylvan instruction if they do not meet this goal. Prerequisite: LAS 0003 ACT/SAT Practice 101. LAS0001-026 Sylvan LRC 07/09/23-08/20/23 SU 2:00 pm-6:00 pm
Instructor: Ken Frysztak
TUITION & FEE: $589.00

Sylvan SAT Exam Prep

It’s proven that students can increase their SAT scores in a matter of weeks. Harper partners with Sylvan Learning to offer the SAT exam prep on the College campus. With small group instruction, practice tests, and the Sylvan Prep online tool, students cover all areas of the SAT exam. Sylvan guarantees increased scores when students attend a minimum of 80% of scheduled in-class time and complete eight hours of online instruction. Students are awarded six complimentary hours of Sylvan instruction if they do not meet this goal. Prerequisite: LAS 0003, ACT/SAT Practice 101. LAS0002-023 Sylvan LRC 07/09/23-08/20/23 SU 2:00 pm-6:00 pm
Instructor: Ken Frysztak
TUITION & FEE: $589.00
Debate Camp

Debate, and especially the ability to communicate effectively to an informed audience, is a basic requirement in all academic disciplines. Whether you have no experience or are a seasoned veteran, you will benefit from becoming a better debater. This camp is an immersive experience that cannot be duplicated in the regular high school year. You will develop skills in goal development, event instruction, critical thinking, research expectations, case writing with individualized instructor revisions, block writing, responsive activities, tournament preparation, and competitive practice. Ages 14-18.

LHS0002-007  Harper Main Campus
07/24/23-07/28/23  MO TU  10:45 am-3:30 pm
WE TH FR
Instructor: John Stanislav
TUITION & FEE: $275.00
## Community Education Registration

### We’re Ready to Assist You – Registration Options

**Visit ce.harpercollege.edu**

1. Select your course and click ‘add to cart’
2. At checkout, log into the student portal or create a new account
3. Provide payment and complete checkout
4. You will receive a confirmation email with details
5. Enjoy your class!

**Call 847.925.6300**

We can register you over the phone.

Course information may change. You will receive an email a few days prior to the start of your class which includes the exact dates, times and location. Log onto your Harper CE account (sign in at ce.harpercollege.edu) or call 847.925.6300 for up-to-date information.

### Questions?

**Monday-Friday, 8:30 a.m. – 4:30 p.m.**

- **Phone:** 847.925.6300
- **Chat:** ce.harpercollege.edu
- **Email:** ce@harpercollege.edu

### Books/Supplies

Supply lists for courses are on individual course pages at ce.harpercollege.edu.

### Tuition Waivers

Do not apply to classes offered by third parties, including courses that begin with the prefixes LRN and LPL.

### Drops/Withdrawals/Refunds

A student must drop a class at least 3 days or more before it begins in order to receive a full refund. There are no refunds for withdrawals. The College reserves the right to cancel any section of any course for any reason. If a class is cancelled, a full refund will be given reflecting the original payment method.

### Student Discounts (Age 65+)

These discounts apply to tuition only (fees are not discounted) for certain Community Education courses. Discounts can’t be combined with other discounts and don’t apply to courses delivered through a partnership or by a third-party providers (i.e. courses that begin with the prefix LPS, LRN or LPL). If a discount is available, it will appear as an option in the shopping cart during checkout. For details, visit ce.harpercollege.edu or call 847.925.6300.

### Our Promise

- Students will receive polite and courteous service.
- Students are our top priority.
- Students’ opinions and suggestions are valued.
- Students will receive the highest quality educational experience we can offer.

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Many of our summer classes are Online Live or Online Self-Paced. In-person classes are indicated when a location (such as Harper Main Campus) is included in the course listing.

If you need to find a classroom on campus, visit our virtual campus map at: maps.harpercollege.edu

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Schedule Updates – ce.harpercollege.edu

Please note that course information changes frequently. You will be sent an email a few days prior to the start of your class which includes the exact dates, times and location of your course. Log onto your Harper CE account (sign in at ce.harpercollege.edu), our website or contact Harper College CE at 847.925.6300 for up-to-date information.
With more businesses embracing digital ways of working, it's estimated that 50% of all employees will need reskilling by 2025. As U.S. job growth returns, Google Professional Certificates can help you gain the necessary skills to benefit from greater economic opportunities. Harper College has been awarded the opportunity to participate in Google’s Professional Certificates learning initiative, which consists of free self-study online learning.

**AVAILABLE GOOGLE PROFESSIONAL CERTIFICATES:**

- Data Analytics
- UX Design
- Project Management
- IT Support
- Android Development
- Digital Marketing & E-commerce

**STEPS TO SUCCESS!**

1. Complete a Google Career Certificate online, at your own pace and time
2. Access career resources like coaching sessions, mock interviews, and a resume builder tool
3. Get your foot in the door with top employers through the Google employer consortium.

Learn more on p. 14
FITNESS AND WELLNESS CLASSES IN THE HEALTH AND RECREATION CENTER – BUILDING M

Through a partnership with Palatine Park District, fitness and wellness classes will now be offered through the Community Education Department in Building M.

The Foglia Foundation Health and Recreation Center was fully renovated in 2018 and features excellent facilities and programming. A sample of the classes to be offered includes:

- Yoga
- Dance
- Spin (indoor bicycling)
- Tabata (interval training)

Learn more on p. 27