

Winter 2021 · January - March

Non-Credit Class Schedule

Come
join us!



“The virtual workshop I attended was well-created. The material was interesting, thought provoking, and provided great tools to continue to lead in a world that is ever-changing. This was my first experience with programming from KCC and it is impressive. – Gina Manley”

On campus
Food Sanitation
Classes
offered every
month

“This is my first training course experience with KCC and I am very pleased. It was an interesting, informative and efficiently thorough course. The cost was also affordable and worth every dollar. The cost made it manageable for almost any budget. Thank you. – Ethel Cutrano”

Kankakee Community College
**CONTINUING EDUCATION
& CAREER SERVICES**

www.kcc.edu/comejoinus



**Your source for
continuing education
and career services
information**

**We're here.
Come join us.**

Visit us on the web ...
www.kcctrainingsolutions.org

- Register for classes
 - Learn about conference facilities
 - See the latest news and courses being offered
-

**View the most current
class schedule at**
www.kcc.edu/comejoinus

Staff

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**Questions? Call us at
815-802-8206**

Fax: 815-802-8201

**TTY users in Illinois: Phone Illinois Relay
at 711. Outside Illinois, the toll-free number
is 800-526-0844.**

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We'll help you get there!

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A note about COVID-19

We are proud to continue meeting the training and personal development needs of the community during the COVID-19 pandemic. Spring 2021 Continuing Education, Career Services and Adult Education courses include in-person and live webinar options. Continuing Education also offers self-paced online options through Ed2Go. When you attend an in-person class, you will be asked to follow KCC's current procedures to stop the spread of coronavirus. As of this mailing, those procedures include wearing a mask at all times indoors. If something changes and we cannot offer an in-person class as scheduled, it will either be canceled or moved to a live webinar format. We have found great success with live webinars and remote learning, but realize they aren't for everyone. So if you pay for a class and it changes, we will offer a refund.

Professional development credit

Kankakee Community College is an approved sponsor of continuing education for nurses; respiratory care practitioners; nursing home administrators; social workers; public accountants; licensed professional counselor/clinical counselor; athletic trainers; funeral directors and embalmers; physical therapists; occupational therapists; dieticians; and cosmetologists by the Department of Financial and Professional Regulation.

Certification credit for teachers

Kankakee Community College has been approved by the Illinois State Board of Education (ISBE) to provide professional development training for teachers in Illinois. Professional development (PD) hours are listed with other course information. Teachers wishing to receive PDs must indicate so at the time of registration.

This publication does not constitute a contract between KCC and its students, either collectively or individually. Course changes, modifications of fees, and other changes may occur after this publication has been printed and before these changes can be incorporated in a later edition. For this reason, the college does not assume a contractual obligation with its students for the contents of this publication.

Every effort is made to ensure that instructors are knowledgeable in the subject that they are instructing. The views, opinions and beliefs of the instructors do not necessarily reflect the opinions of KCC.

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION

KCC is an equal opportunity/affirmative action employer and complies with applicable federal and state laws prohibiting discrimination, including Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. It is the policy of the college that no person on the basis of race, gender, sexual orientation, creed, religion, color, marital or parental status, veteran status, age, national origin, political affiliation and/or beliefs, mental or physical handicap or disability shall be discriminated against. This includes, but is not limited to admissions, employment, financial assistance, placement, recruitment, educational programs, or activities. Lack of English skills is not a barrier to admission and participation in educational programs.

Inquiries or complaints may be addressed to David Cagle, Affirmative Action officer; Jose da Silva, Title IX coordinator; or Kim Harpin, Section 504 coordinator; Kankakee Community College, 100 College Drive, Kankakee, IL 60901-6505; 815-802-8100. TTY users may phone 711. Outside of Illinois, dial 1-800-526-0844.

Da Silva, the Title IX coordinator, ensures that the college is in compliance with the federal law by handling complaints, answering questions, organizing information and relevant statistics and staying informed regarding laws which affect these areas.

Harpin, the Section 504 coordinator, coordinates the college's services/programs for disabled student/staff populations that allow access to education.

Other registration/class information

5 ways to register...

Online

Visit kcc.edu/comejoinus

- Sign up or login
- Select a course
- Click on the date you want
- Add it to your cart
- Within the cart, checkout

Ed2Go classes

Visit www.ed2go.com/kankakeecc

- Find the course
- In the Enrollment Options area, click "Add to Cart" for the enrollment option you want
- To register/pay, go to your shopping cart and click to Begin Checkout
- Log in or create an account
- Complete enrollment in the "confirm/submit" pages

Mail

Complete the attached registration form and return it along with full payment to Continuing Education & Career Services, Kankakee Community College, 100 College Drive, Kankakee, IL 60901. Do not mail cash.

Fax

Complete the attached registration form and fax it to 815-802-8201, ATTN: Continuing Education & Career Services.

If you register by fax, you must pay by credit card (Visa®, MasterCard® and Discover® accepted) or purchase order.

In person

Complete the registration form and bring it to the Welcome Center at KCC. Payment may be made at that time. In-person registration is open 8 a.m. - 5 p.m. Monday through Friday.

Phone

Call 815-802-8206. Have your credit card number (Visa®, MasterCard® and Discover® accepted) or a purchase order ready. The TTY number within Illinois is 711. Phone registration hours are 8 a.m. - 5 p.m. Monday through Friday.

General information

If you have questions about our courses, please phone Erica Billington at 815-802-8206 or continuinged@kcc.edu. Unless noted otherwise, participants must be at least 16 years of age.

Pre-registration

Pre-registration is required. Registrations are processed on a first-come, first-served basis. Due to minimum enrollment requirements, you are encouraged to sign up at least seven business days before the first session. In all classes except online classes, once the minimum enrollment requirement is met, registrations will be accepted until the start date if space is available.

Registering a friend or co-worker

You may register yourself and others. A separate form (or online registration) must be submitted for each person. Information required for each person – such as address, and birth date – must be included.

Registration confirmation

KCC will send a confirmation of registration if it is requested. The confirmation will include a receipt, your beginning and end course dates, classroom location and any additional information.

Waiting lists

If the class you want to take is full, ask to be placed on a waiting list. If another class is opened, you will be contacted.

Instructor absences

Instructors rarely miss classes, but if a session is unexpectedly canceled, every effort will be made to contact you. However, since this often happens on short notice, a sign will be posted at the class location.

Weather cancellations

When KCC campus closes due to inclement weather, Continuing Education and Career Services classes are postponed. Classes canceled due to weather will be rescheduled. Visit www.kcc.edu/notify for information on notifications.

Cancellation policy

If a class must be canceled or changed by KCC, those who have enrolled will have the option of a full refund. The college will make every attempt to notify participants in advance of cancellations and changes. Refunds from credit card payments will be made in the form of a credit to the cardholder's account.

Withdrawal policy

Participants may withdraw and receive full refunds until two working days before the first session of class. After that point, no refunds will be given. Withdrawals are accepted by phone at 815-802-8206, 8 a.m. - 5 p.m. Monday through Friday.

Registration Form

KCC OFFICE OF CONTINUING EDUCATION & CAREER SERVICES
100 College Drive • Kankakee, IL 60901-6505 • 815-802-8206 • FAX: 815-802-8201

Unless noted in the course description, registration deadline is seven business days before the course begins. See Page 4 for registration options.

Today's date: ____ / ____ / ____

Registration for which term: Fall 20____ Spring 20____ Summer 20____

PLEASE PRINT.

Name: _____ LAST _____ FIRST _____ MIDDLE (FULL) _____

Previous last name(s): _____

Street address: Home Business _____

City: _____ State: _____ ZIP code: _____ County: _____

Please mail a confirmation receipt. Unless this box is checked, a receipt will not be mailed.

Birth date: ____ / ____ / ____

Primary phone: Home Cell (_____) _____ NUMBER _____

Alternate phone: Home Cell Work (_____) _____ NUMBER _____

Business/Company name: _____

E-mail address (required for online courses): _____

Course Title	Start Date	Fee
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

TOTAL FEES: \$ _____

Student's signature: _____ Date: _____

Check enclosed, payable to Kankakee Community College.

Please bill my company. A purchase order or voucher is attached.

Please charge my credit card for the fees indicated above: MasterCard® Visa® Discover Card®

Card no.: _____ Exp. date: _____ Security code (3-digit code on back of card): _____

In case of emergency, contact: _____ Phone: _____

The following items are requested for state reporting. No individuals will be identified.

CIRCLE ONE: male/female Veteran of active duty military service: Yes No Do you speak English fluently? Yes No

Are you disabled? No Yes—impairment: Vision Hearing Speech Mobility (wheelchair: Yes No)

Are you academically disadvantaged? Yes No Are you economically disadvantaged? Yes No Are you a single parent? Yes No

Are you a displaced homemaker? Yes No Are you concurrently enrolled at another college? Yes No

Educational intent:

Improve skills for my present job Personal interest/self development – not career oriented

Prepare for a future job immediately after attending the community college Unknown/other

Last high school attended:

Name	City	State
<input type="checkbox"/> Graduated H.S. ____ / ____ / ____ mo. day yr.	<input type="checkbox"/> Completed GED ____ / ____ / ____ mo. day yr.	<input type="checkbox"/> Still in high school (graduation year) ____ / ____ / ____ mo. day yr.

Highest degree previously earned:

- GED
- H.S. diploma
- Certificate
- Associate degree
- Bachelor's degree
- Master's degree
- First professional degree
- Doctoral degree
- Other
- None

Employment status:

- Full-time
- Part-time over 15 hrs. per week
- Part-time 15 hrs. or less per week
- Homemaker
- Unemployed
- Other

Are you a legal resident* of KCC District 520?

Yes No *Consult current KCC catalog for residency policy

U.S. citizenship status (Choose only one.)

- U.S. citizen
- Not U.S. citizen, but permanent resident. Provide home country of origin _____
Please attach a photocopy of your Alien Registration Card.
- Not U.S. citizen, but in U.S. on a visa. Provide home country of origin _____
Please attach a photocopy of your Alien Registration Card.
- Not U.S. citizen, not in U.S. on a visa. Provide home country of origin _____

Are you Hispanic or Latino? (or, are you of Spanish origin?)

Yes, Hispanic or Latino Not Hispanic or Latino

Are you from one or more of the following racial groups? (Select all that apply.)

- American Indian or Alaskan Native Native Hawaiian or other Pacific Islander
- Asian White
- Black or African-American Choose not to respond

Please identify your primary racial/ethnic group. (Select one.)

- American Indian or Alaskan Native Black or African-American Choose not to respond
- Asian Hispanic or Latino

FOR OFFICE USE ONLY:

Date received: _____ Initials: _____

Service fee: _____ ID# _____

Method of payment:

Check no.: _____ Cash: _____

MasterCard® Visa® Discover Card®



Computer Skills



TIME TO TRY A LIVE WEBINAR?



A webinar is a live internet-based class open to people all over the world. It's easy to participate. All you need is an Internet connection and a computer with video and sound capabilities. When it's time for the session, click on the link we provide and you'll be brought into the event!



Excel Essentials - Live Webinar

Learn the basic and essential concepts of formulas, functions, and shortcuts for Microsoft Excel in this hands-on class. Become familiar with how to create, modify, format, and print worksheets. Practice data files will be provided for you to apply your new skills, knowledge, and confidence. The small class size allows for conversation and instruction. This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address.

Thursday, Jan. 21

1 p.m. - 5 p.m.

\$99



Excel: Format Like a Pro - Live Webinar

Make your worksheets look professional and engaging, plus easy to read, with the quick formatting tips and tricks this course offers. Learn shortcuts to adjust column and row sizing, apply special number and date formats, use font color, fill cells, add borders effectively, apply cell styles, master format painter, and discover conditional formatting. This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address.

Thursday, Jan. 28

1 p.m. - 3 p.m. • Webinar

\$75



Microsoft OneNote: Getting Started - Live Webinar

Transform how you take and share notes! In this fast-paced world, the need to capture ideas, meeting notes, and tasks is ever-present. With OneNote, you will easily include images, videos, and audio clips anywhere on the page. Organize information into virtual notebooks that can be shared across all your devices and with colleagues, and collaborators. Basic features of OneNote include navigation, creating and adding content, working with sections and pages, formatting and organizing notes, and synchronizing OneNote across mobile devices. This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address.

Thursday, Feb. 4

1 p.m. - 2:30 p.m.

\$45



Microsoft OneNote: Beyond the Basics - Live Webinar

Increase your productivity and streamline your collaboration with the advanced features of OneNote. Discover how to hyperlink to other notebooks and files, link Outlook with Tasks to add reminders, integrate with Skype for Business and other meetings, and use other tips and resources to boost the power of OneNote. This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address.

Thursday, Feb. 18

1 p.m. - 2:30 p.m.

\$45

"The staff have been super patient and fantastic in explaining the process of the new webinars. I have had a wonderful experience speaking to them, and listening to the webinars."

- Diana Rolley

Register online at www.kcc.edu/comejoinus

Begin Your Career in **CYBER SECURITY!**



CYBER SECURITY ONLINE COURSES

CompTIA Security+ Certification Training

(Voucher Included)

Prepare yourself for the CompTIA™ Security+ certification exam as you master the basics of system security, network infrastructure, access control, and organizational security.

Certified Information Systems Security

Professional (CISSP)

This engaging, hands-on course covers the key areas of information security and helps prepare individuals for the CISSP exam.

Certified Information Security Manager (CISM)

(Voucher Included)

CISM is one of the most valued certifications in the industry. This online course will prepare you to sit for the CISM certification exam.

SSCP Systems Security Certified Practitioner

(Voucher Included)

This course is an ideal course for individuals interested in advancing their knowledge of information and systems security.

CompTIA Certification Training: A+,

Network+, Security+ (Vouchers Included)

This online course provides a comprehensive foundation for IT professionals, and prepares you for the corresponding industry exams that are desirable for IT professionals.

CompTIA IT Fundamentals (Voucher Included)

The CompTIA IT Fundamentals exam is designed to help you learn more about the world of information technology (IT).

CompTIA Linux+ (Vouchers Included)

This Linux training course covers operating, maintaining, and troubleshooting Linux operating systems in a systems administrator role.

CompTIA Advanced Security Practitioner (CASP)

(Voucher Included)

One of the most valuable vendor-neutral certifications in the security field, this course allows students to become proficient in a variety of technology areas, all while remaining infrastructure-agnostic.

CompTIA Project+ (Voucher Included)

CompTIA Project+ is designed for business professionals who coordinate or manage small-to-medium-size projects, inside and outside of IT.

Information Security Training

(Vouchers Included)

This course includes 3 of the most valuable certifications in IT Security. These credentials command some of the most lucrative salaries available in the IT field.

CompTIA Network+ Certification Training

(Voucher Included)

Master basic networking concepts and gain a fundamental knowledge of network design, security, routing, and switching.

Certified Information Systems Auditor (CISA)

(Voucher Included)

The CISA certification is an internationally recognized IT certification for senior IT professionals needing to know security and auditing principles. This online CISA training includes the cost of the CISA certification exam.

Certified Ethical Hacker

(Voucher Included)

The Certified Ethical Hacker (CEH) course is the core of the most desired information security training system any information security professional will ever want to be in.

Course Features:

- 6-18 month self-paced, start anytime
- Textbook and materials included
- Prepare for industry certification
- Certification exam vouchers included
- Financial assistance available
- Student advisors available throughout training

Prepare for employment in some of today's hottest careers in Cyber Security with a comprehensive, affordable, and self-paced online Career Training Course.

Complete any of these Career Online Courses entirely from your home or office and at any time of the day or night.

For detailed objectives, outlines, demos, frequently asked questions, pricing and course ratings

call us or visit our website.

815-802-8206

careertraining.ed2go.com/kcc

For registration and information: 815-802-8206

Computer Skills



Introduction to Photoshop CS6 - Online Course

Learn to use the world's best graphics program, Adobe Photoshop CS6, to edit and process photos and create original images. This course provides detailed, step-by-step instructions that will teach you how to use Photoshop CS6 with confidence.

Instructor: Sherry London.

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$94



Introduction to Microsoft Excel 2016 - Online Course

Learn to quickly and efficiently use Microsoft Excel 2016 and discover dozens of shortcuts and tricks for setting up fully formatted worksheets. This course, taught by an experienced Microsoft Excel instructor, provides in-depth knowledge for beginners that will have you using Excel like a pro. **Instructor:** Wallace Wang.

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$129



Introduction to Microsoft Word - Online Course

Microsoft Word is used in nearly every modern workplace. Learn the basics of this powerful word-processing program, including how to edit and format text, and print. You will learn dozens of ways to modify the appearance and content of your documents and how to catch spelling and grammar errors. **Instructor:** Wallace Wang.

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$129



Microsoft Excel Pivot Tables - Online Course

Learn how to maximize Excel's functions and capabilities to become a more valuable employee. This course will help you master the features of Excel pivot tables, including little-known options and settings, layouts, calculated fields, multi-level sub-totals, Pivot Charts, Timelines and Slicers. **Instructor:** Chad Wambolt.

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$94

"KCC has been extremely helpful with interesting programs that are very appropriate."

- Alberta Burton



Computer Skills for the Workplace - Online Course

Confidently apply for jobs knowing you possess the computer skills to perform on the job. This course includes a great introduction to Windows 10 and Office 2016 to provide the fundamental computer competencies you need to prosper in a modern workplace. **Instructor:** Dave Paquin.

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$94



Introduction to Quickbooks Online - Online Course

Manage the financial aspects of your small business quickly and efficiently using QuickBooks Online. This course will give you hands-on experience recording income and expenses; entering checks and credit card payments; tracking your payables, inventory, and receivables; and much more. **Instructor:** Scott Paxton.

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$115

Five ways to register

1. Go to <http://kcc.edu/comejoinus/>; choose KCConnect, click submit and follow the instructions. If you register online, you must pay by credit card (Visa, MasterCard and Discover accepted).
2. Fax your completed registration form to 815-802-8201.
3. Mail your completed registration form to Kankakee Community College, Continuing Education and Career Services, 100 College Drive, Kankakee, IL 60901.
4. Call 815-802-8206. Have the course title, start date and your credit card number or a purchase order number ready.
5. Visit KCC and bring your completed registration form to the Welcome Center on the first floor.

Register online at www.kcc.edu/comejoinus



Online Training Solutions for Careers in IT

Enter the Growing Field of Information Technology

Features of CompTIA™ Career Training Programs

- 6-12 month training
- Approved by national certifying bodies
- Prepare you for national certifying exams
- Your student support advisor will help you reach program completion

Your career training program options are:

CompTIA™ Security+ Certification Training | 80 Hrs

Take your first step toward a career as a security professional and prepare yourself for the CompTIA™ Security+ certification exam as you master the basics of system security, network infrastructure, access control, and organizational security.

CompTIA™ Network+ Certification Training | 110 Hrs

Prepare for a career as a network technician and qualify to take the CompTIA Network+ certification exam as you master basic networking concepts and gain a fundamental knowledge of network design, security, routing, and switching.

CompTIA™ Certification Training: A+, Network+, Security+ | 480 Hrs

CompTIA™ Certification Training: A+, Network+, Security+ provides a comprehensive foundation for IT professionals, incorporating CompTIA™ A+, CompTIA™ Network+, and CompTIA™ Security+ specific training, and prepares you for the corresponding industry exams that are desirable for IT professionals.

CompTIA™ A+ Certification Training | 290 Hrs

CompTIA A+ certification is the industry standard for validating the skills of entry-level computer technicians. It opens the door to an exciting career in computer technology, and ed2go's online program makes training convenient and interactive.

Kankakee Community College

**815-802-8206
careertraining.ed2go.com/kcc**



For registration and information: **815-802-8206**



Professional Development



Food Sanitation and Safety

This course emphasizes food protection through sanitation training. You will learn proper food care for food service establishments. Successful completion of the course's qualifying examination qualifies individuals for Illinois Department of Public Health certification. You must fulfill course and testing requirements to be eligible for certification. Cost includes course materials. Exam retakes are an additional fee, payment required prior to retake. Materials can be picked up prior to class after registration.

Instructors: Joshua Head and Katie Taylor.

Saturday, Jan. 23 - Saturday, Jan. 30 • 8 a.m. - Noon
KCC Room D123 • \$149

Monday, Feb. 8 • 9 a.m. - 6 p.m.
KCC Room D123 • \$149

Wednesday, Feb. 10 - Wednesday, Feb. 24
6 p.m. - 9 p.m. • KCC Room D123 • \$149

Monday, March 8 • 9 a.m. - 6 p.m.
KCC Room D123 • \$149

Monday, April 5 • 9 a.m. - 6 p.m.
KCC Room D212 • \$149

Saturday, April 24 - Saturday, May 1 • 8 a.m. - Noon
KCC Room D123 • \$149

National Green Infrastructure Certification – Live Webinar & Online

Green infrastructure has become a critical component and the standard of comprehensive storm water management. Certification increases your competitiveness in the job market. This is an online course with some live webinar dates. You must complete 100% of the online course modules and assignments to be eligible for the certification exam. No make-up sessions are available. For more information, go to www.kcc.edu/comejoinus, select Professional development.

Live webinar portion: Thursday, Jan. 21 - Thursday, Feb. 11
7:30 p.m. - 9:30 p.m. • \$399

Forklift Operator Training

Forklift operator training provides participants with knowledge and skills to operate a powered industrial truck (forklift) in a safe and professional manner. This training on a sit-down forklift is Occupational Safety and Health Administration compliant and is taught by an OSHA-recognized trainer. Training combines formal classroom instruction and practical hands-on training.

Class notes: Participants must be at least 18 years old. The lecture portion of the course is at KCC's Riverfront Campus, enter through the Welcome Center doors. The hands-on portion will meet at KCC's Manufacturing Industrial Technology Center, 2580 S. Route 45/52 in Kankakee.

Thursday, March 4 • KCC Room D124
8 a.m. - 5 p.m.
\$225

OSHA 1910 Electrical Practices - Workplace Safety

The course addresses Occupational Safety and Health Administration 1910 regulations as they relate to safe electrical work practices for maintenance and construction individuals. You will review the requirements of the Electricity Act, Regulations and Codes of Practice for those who are responsible for operating and maintaining 600 volt (or less) electrical equipment. The training simplifies the OSHA electrical standards and criteria and specifically addresses safe work practices to be used during the operation and maintenance of electrical equipment. **Instructor: Gerald Raino.**

Tuesday, Feb. 23
8 a.m. - 4 p.m. • KCC Room D124
\$349

"It was great. The teamwork was great and the information from all people in the training was absolutely memorable." – Christine Ryder

"KCC continues to be my best source for CEU hrs. I always get my CEUs from KCC, they are the greatest." – Donna Butera

Professional Development



Effective Communications

We live and work in an information-rich, knowledge-poor world. Without question, the number one issue in business today is effective communication. In this interactive session, participants will delve deeper into what effective communication truly means and understanding that it involves much more than speaking. Participants will learn more about their own communication style, test their ability to understand non-verbals and delve into what it takes to truly listen for understanding. **Instructor: Rick Lochner.**

Wednesday, Feb. 17

9 a.m. - Noon • KCC Room D124

\$149

Strengths Finder—What Makes You Unique

This course will provide an assessment test to determine which talents and traits make you unique. Knowing your five greatest strengths will help you perform better at work or help you find well-suited employment. After your strengths are determined, you'll learn from a Strengths Coach on how to maximize your strengths and how to recognize and work with the strengths of others.

Thursday, Feb. 25

9 a.m. - noon • KCC Room D124

\$199

Priority Management

We don't have time management issues, we have priority management issues. Even though everyone has the same 24 hours available to them, how do some make better use of it than others? In this interactive session participants will come away with a deeper understanding of how goals drive how we spend or invest our time and some of the key steps in taking back time so that we can be more productive. The session will specifically delve into meeting management to address what is arguably one of the greatest time management challenges in today's business environment. **Instructor: Rick Lochner.**

Wednesday, March 10

9 a.m. - Noon • KCC Room D124

\$149

Leading People and Departments

Individuals, teams, and organizations win when leaders orchestrate the accomplishment of goals, deal effectively with changing times, confusing situations, communicate confidently and establish expectations for high performance. In this interactive session, participants will understand how these competencies rest on the leader's ability to influence employees to success. This session will highlight the importance not only of individual skills in communication, performance management, coaching, and flexible decision making as well as how they fit into the ultimate leadership outcome - teamwork. **Instructor: Rick Lochner.**

Wednesday, April 14

9 a.m. - Noon • KCC Room D124

\$149

Diversity and Inclusion

"Diversity is getting invited to the party. Inclusion is being asked to dance." This quote by Verna Myers sets the stage for how organizations need to think deeper and different around their current approach to creating an inclusive culture. In this interactive workshop, participants will explore what creating an inclusive culture really looks like and why it matters. The ideas from this workshop will set the stage for every participant to return to their organization and begin having more effective discussions to achieve an inclusive culture. **Instructor: Rick Lochner.**

Wednesday, May 19

9 a.m. - Noon • KCC Room D124

\$149

Professional Development

"I love continuing education courses at KCC. They are an incredible value and cover timely topics." – Kimberly Hall



Lab Interpretations - Live Webinars

Barb Bancroft's approach to interpreting lab tests is a "must hear" for nurses in all areas and at all levels. Each webinar is packed with practical pearls that can be applied to patients in hospitals, primary care facilities and the Intensive Care Unit. The White Blood Cell Count and WBC and differential is discussed as it relates to viral infections, bacterial infections, and parasitic infections. Iron deficiency anemias will be differentiated from B12 and folic acid anemias and you'll get helpful hints for patients with lead as a cause of anemia. The lipid profile, liver function tests and clinical correlations will also be discussed. Various drugs will be correlated with their effects on lab tests, including chemotherapy, antibiotics, statins and other lipid-lowering agents. This is a live event series. Within 24 hours of each webinar, you will receive an email with a link to the session. All participants require internet access and an email address. **Instructor: Barb Bancroft.**

Class notes: Upon successful completion, participants will receive 2 contact hours per session for nurses, respiratory care technicians, and nursing home administrators.

Register for all four sessions for \$167.

Understanding White Blood Cells

Includes acute and chronic infections and inflammation

Thursday, Feb. 11
9-11 a.m. • \$49

15%
discount
if you register
for all 4

Anemias and Red Blood Cells

Thursday, Feb. 25
9-11 a.m. • \$49

Coagulation Studies

Thursday, March 4
9-11 a.m. • \$49

Serum Protein Electrophoresis and the Evaluation of Serum Enzymes

Thursday, March 25
9-11 a.m. • \$49

TIME TO TRY A LIVE WEBINAR?



A webinar is a live internet-based class open to people all over the world. It's easy to participate. All you need is an Internet connection and a computer with video and sound capabilities. When it's time for the session, click on the link we provide and you'll be brought into the event!



Positive Psychology: Bringing The Science of Happiness to Your Clients - Live Webinar

Positive psychology research has exploded in the past 20 years. Positive psychology is not a "fluffy" concept which ignores the realities of life, nor is it simply thinking positively. According to Martin Seligman--seen as the founding father of positive psychology--positive psychology is "The study of what constitutes the pleasant life, the engaged life, and the meaningful life."

This seminar will explore the research of what really enhances mood and sense of well-being and what are merely myths or assumptions. You will learn concrete ways to help your clients live more satisfying and meaningful lives. There are interventions that make a difference. The information presented will be applicable to you in your personal and professional lives. This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address. **Instructor: Shira Greenfield.**

Class notes: Upon successful completion, participants will be awarded 3 continuing education contact hours for nurses, nursing home administrators, counselors, and social workers, occupational therapists, physical therapists, dietitians, respiratory care technicians. Board of Certification hours have been applied for and are pending for addiction counselors.

Thursday, Jan. 28
9 a.m. - noon
\$39

"Great!!! I appreciate the affordable seminars/webinars and the material offered is always helpful in the population that I serve!"
– Yvette Cantrell

Professional Development



Integrating Spirituality & Therapy - Live Webinar

Two-thirds of Americans would prefer to work with a therapist who respects their spiritual path and has a spiritual foundation. This presentation focuses on strategies to integrate spirituality and psychotherapy. Topics include: differences between religion and spirituality, religious abuse and religious addiction, clinical models, ethics and spirituality when spiritual interventions are contraindicated, conducting a spiritual assessment, issues of culture and spirituality, helping clients deal with spiritual bankruptcy, working with clients with histories of trauma, addiction and mental illness. This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address. **Instructor: Mark Sanders.**

Class notes: Upon successful completion, participants will be awarded 2 continuing education contact hours for nurses, nursing home administrators, counselors, and social workers. Board of Certification hours have been applied for and are pending for addiction counselors.

Friday, Feb. 5 • 10 a.m. - Noon • \$39

Rise Up! An Investment in Women who LEAD

When leaders--especially women--improve, everyone wins! As women step into leadership roles in many environments, they face unique challenges requiring new or more refined skill sets. This conference shares how women can lean into challenging and awkward conversations, clarify important goals and become more effective leaders. Participants also will learn from other high capacity female leaders who are having an impact in our community and around the globe. **Instructor: Amy Kemp.**

Friday, April 23

9 a.m. - 3:30 p.m. • KCC Room D152

\$149 General admission • \$99 Non-profit organization



Sexual Harassment Prevention - Live Webinar

This class meets the standards and guidelines for sexual harassment training required for all Illinois employers. Topics include sexual harassment laws, responsibilities of employers and protections for employees regarding sexual harassment in the workplace. Become equipped with information regarding employee rights in the workplace regarding sexual assault and the information needed to file a report. Within 24 hours of the webinar date, you will receive an email with a link to participate. This is a live event. All participants require internet access, a web camera and an email address. **Instructor: Kami Garrison.**

Class notes: 1 contact hour awarded upon successful completion to nurses, nursing home administrators, social workers, counselors, respiratory technicians, occupational therapists, physical therapists and dietitians.

Tuesday, Feb. 23 • 2-3:30 p.m. • \$20



Drug-Free Workplace: Adjusting to Legal Cannabis – Live Webinar

This two hour live webinar is designed for workplace professionals responsible for their organization's drug-free workplace policy. The program will provide practical observational tools to recognize and document the physical and behavioral indicators of drug intoxication in the workplace. A standardized checkpoint worksheet will be provided to establish reasonable suspicion for a fitness for duty drug/alcohol test. A special focus will be placed on the new recreational and medical cannabis laws in Illinois and recent amendments that impact employers. The new Illinois Employee Right to Privacy and its expected impact on random urine drug testing will be discussed along with new federal approval of hair testing and experimental expired breath drug testing. A review of recommended policy changes to reflect hemp flower possession and medical warnings on employee CBD use will be included. The presenter will be Bruce Talbot who has over 30 years experience presenting drug-free workplace training seminars for major corporations across America and Canada. This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address.

Instructor: Bruce Talbot

Class notes: Upon successful completion, participants will be awarded 2 continuing education contact hours for nurses, nursing home administrators, counselors, and social workers. Board of Certification hours have been applied for and are pending for addiction counselors.

Thursday, Feb. 18

10 a.m. - Noon • \$42



Understanding and Working with Adverse Childhood Experiences - Live Webinar

Adverse childhood experiences, or ACEs, are potentially traumatic events that occur in childhood (0-17 years). These events are strongly linked to developmental delays, behavior problems and educational challenges in childhood and chronic health problems, mental illness, and substance misuse in adulthood. This webinar will explore how adverse childhood experience disrupt the adult-child attachment process and create a host of other challenges through the lifespan. Attention will be given to trauma-informed strategies in working with children and clinical interventions with adults. This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address. **Instructor: Gary Gilles.**

Class notes: Upon successful completion, participants will be awarded 2 continuing education contact hours for nurses, occupational therapists, physical therapists, counselors, and social workers. Board of Certification hours have been applied for addiction counselors and are pending.

Friday, Feb. 26

10 a.m. - noon

\$39

For registration and information: 815-802-8206



FREE CAREER WEBINARS

POWER LUNCH SERIES

This webinar series covers career topics designed to help you launch or accelerate your career and thrive in the workforce. Register for one or all!

Join us on your lunch break from anywhere! Free and open to the community.

Current students and alumni are encouraged to attend.

5 Steps to a Winning Resume

Need a resume refresher? Learn five easy steps to update your resume and win over the employer!

Tuesday, January 19, Noon – 1pm

AIDA Cover Letters

Write cover letters with confidence using this simple AIDA formula.

Tuesday, January 26, Noon – 1pm

Perfecting Your Pitch

Why are you the ideal candidate for the job? Learn how to market yourself in 30 seconds or less.

Tuesday, February 9, Noon – 1pm

Networking with Ease

Boost your professional network and connect with people and opportunities all around you!

Tuesday, February 16, Noon – 1pm

Top Interview Questions & Answers

What are employers really looking for? Learn the most common interview questions and how to answer them.

Tuesday, February 23, Noon – 1pm

Micro-Internships for Students & Recent Grads

What is a micro-internship and how do I apply? This webinar provides an overview of micro-internships and advice for students and recent graduates on how to successfully land a project.

Tuesday, March 2, Noon – 1pm

Leveraging LinkedIn

Are you a jobseeker looking to connect with employers on LinkedIn? Learn to optimize your profile for job search and build a LinkedIn network that can open doors to your next career opportunity.

Tuesday, March 9, Noon – 1pm

Acing Your Video Interview

Job interviews have gone virtual! Explore the different types of video interviews and learn expert tips for interviewing success.

Tuesday, March 16, Noon – 1pm

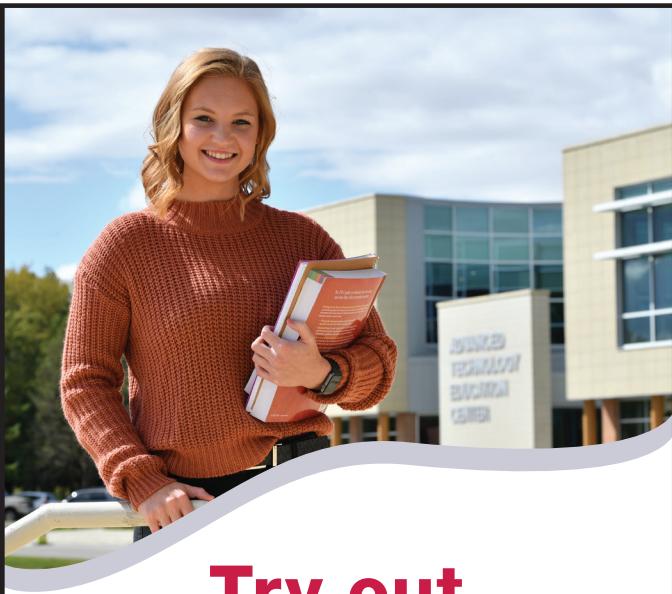


Kankakee Community College
CHARLTON CAREER CENTER

Register online: kcc.edu/comejoinus > sign up or login > search for and select the course > click on the date > add it to your cart > within the cart, checkout.

Register by phone: (and for more information) 815-802-8206.

Professional Development



Try out Career Coach

Career Coach is an interactive career information tool.

You can...

- browse educational **OFFERINGS**,
- explore the local **JOB MARKET**,
- build a **RESUME**,
- research and choose a **CAREER**
- apply for **JOBS**.

Get started at...
kcc.emsicc.com

Program partners:

Community Foundation of Kankakee River Valley
Economic Alliance of Kankakee County
Kankakee Area Career Center
Kankakee Community College

"Everyone in the Continuing Ed Office at KCC has always been extremely helpful and accommodating. They are truly interested in helping with registrations and are very patient answering questions. It is a pleasure to be treated so kindly. Thank you! " – Donna Johnson



Kankakee Community College
CHARLTON CAREER CENTER

EMPLOYERS

- Meet with potential applicants
- Advertise jobs & internships

JOB SEEKERS

- Resume writing & interview skills training
- Career planning • Mock interviews

Room D121, next to KCC's Welcome Center

Kimberly Cross, Career Services Coordinator

kcross@kcc.edu
815-802-8222

Professional Development



Develop your greatest business resource: **Your Workforce**

Use KCC's customized training and consultation service

Get results

Learn to meet the changing needs of your business skills assessment and analysis included

Options:

- Coaching and business consulting
- Leadership and supervisory training
- Technical, hands-on training

For more information contact
Mary Posing at mposing@kcc.edu.



Burnout, Compassion Fatigue and Vicarious Traumatization: The Cost of Empathy - Live Webinar

Mental health clinicians have always been a "front line" profession" and it is truly challenging. We can be exposed to tragedy, grief and pain on a daily basis. We can be undervalued or be strapped for resources. In the midst of a pandemic, we may be more isolated from peers and supports while still expected to have a full tank of empathy and compassion for others. We may be suffering from our own losses, fears or anxiety. In this live webinar, you will learn why you should pay attention to your own needs, and how to do it! This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address. **Instructor: Shira Greenfield.**

Class notes: Upon successful completion, participants will be awarded 2 continuing education contact hours for nurses, nursing home administrators, counselors, and social workers. Board of Certification hours have been applied for and are pending for addiction counselors.

Thursday, March 11

9 a.m. - noon

\$39



Clinical Strategies for Helping Parents Emotionally Attune to Their Children - Live Webinar

Most parents intuitively understand that they need to provide physical care and guidance for children in learning motor and cognitive tasks in early development. However, many parents underestimate the importance of a child's emotional development and their role in helping their child to identify, make sense of and articulate their emotions. This webinar will explore strategies for helping parents become emotionally attuned to their children and adolescents in a way that promotes healthy attachment and effective emotional regulation. Attention will be given to understanding and working with the child's core emotional needs and avoiding common obstacles parents experience in making attuned connections with their children and adolescents. This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address. **Instructor: Gary Gilles.**

Class notes: Upon successful completion, participants will be awarded 2 continuing education contact hours for nurses, occupational therapists, physical therapists, counselors, and social workers. Board of Certification hours have been applied for addiction counselors and are pending.

Friday, April 16

10 a.m. - noon

\$39

Register online at www.kcc.edu/comejoinus

Online Career Training Programs Anytime, Anywhere...Just a click away!



Project Management Certification Training

Kankakee Community College



Prepare for employment in some of today's hottest careers with a comprehensive, affordable, and self-paced online Career Training Program. You can begin these Programs at any time and learn at your own pace. Upon successful completion of all required coursework, you will receive a Certificate of Completion.

Programs available in the following areas:

- Business and Professional
- Healthcare and Fitness
- IT and Software Development
- Management and Corporate
- Media and Design
- Hospitality and Gaming
- Skilled Trades and Industrial

Features:

- Facilitators and mentors are available to answer questions and help you through your studies
- Career Counselors will help you prepare for the transition from the classroom to the workplace
- Courses are all open-enrollment and self paced
- No additional charges - all materials, workbooks, and software are included in the course fee
- Payment plans available

Six Sigma Black Belt

This program provides you with an in-depth look at the Six Sigma Black Belt problem-solving methodology, deployment, and project development approaches.

Six Sigma Green Belt

This program encompasses all aspects of running a Six Sigma Green Belt business, including management, service delivery, design, production, and customer satisfaction.

Mastering Project Management with Microsoft Project 2016 (Software Included)

In this intermediate/advanced level program, you'll translate your knowledge into skills by exploring key project management topics in depth and prepare for the Project Management Professional (PMP)® certification. You will also learn how to use Microsoft Project 2016 to assist you in project management.

Lean Mastery

Eliminate waste from your business by learning and implementing the principles of lean business.

The Complete Project Manager with Microsoft Project 2016 (Software Included)

This is a comprehensive program for those who want to expand their knowledge and application of project management concepts. It is designed to prepare students for either the CAPM® or PMP® certifications. You will also learn how to use Microsoft Project 2016 to assist you in project management.

Mastering Project Management with PMP® Prep

This program takes you beyond the basics of project management. In this intermediate/ advanced level program, you'll translate your knowledge into skills by exploring key project management topics in depth.

Microsoft Project 2016

This program combines knowledge of project management scheduling disciplines with the use of the Microsoft Project 2016 software.

Management Training

If you're thinking of starting a business or pursuing an MBA, learn the essentials here! This program is perfect for business owners, entrepreneurs, and anyone who wants to learn the basics of business and management.

Purchasing and Supply Chain Management

Develop essential managerial skills, and learn how to effectively manage all aspects of the purchasing process, including procurement, distribution, supply chain management, and more.

The Complete Project Manager with CAPM® and PMP® Prep

Expand your knowledge and application of project management concepts in this comprehensive program. It is designed to create skills for today's project practitioners and prepare them for either the CAPM® or PMP® certifications.

Management for IT Professionals

Learn leadership skills that will help you succeed as a manager in the IT field.

Programs are pre-approved for PDU's through:



**All materials are included in the program fees.
Each course has an instructor assigned to answer student questions and solve student problems.**

To Enroll or learn more, visit:

www.ed2go.com/kankakeecc

You can also reach us at:

815-802-8206

Professional Development



Effective Selling - Online Course

Discover how to easily convert a potential customer into a long-term asset. This course will help you lay the groundwork for repeat business and your future success with knowledge, planning skills, communication techniques, and the understanding of human nature. **Instructor: Steve Payseur.**

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$94



Administrative Assistant Applications - Online Course

Gain the skills to succeed as a Certified Administrative Professional. Learn the basics of human resources and accounting, including the general ledger and key terms. You'll see how financial statements and controls help keep your organization moving. Topics include fundamentals of business law, contracts, principal-agency relationship; ethics and organizational politics.

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$115



A to Z Grant Writing - Online Course

Learn the ins and outs of grant writing from a veteran grant writer. This course will provide the experience and skills you need to become a successful grant writer as you learn to put together stand-out proposals that will encourage funds from donors. **Instructor: Linda Vallejo.**

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$115



A to Z Grant Writing II: Beyond the Basics - Online Course

Take your grant writing expertise to the next level as you learn how to get funding. This course will equip you with the skills you need to research funding sources, create a fundraising plan, and write winning grant proposals. **Instructor: Tony Swaim.**

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$115



Introduction to Nonprofit Management - Online Course

Develop the skills and strategies you need to become an integral part of the non-profit sector as you learn from a veteran of the field. This course will show you everything you need to know to transform good intentions into a professional plan of action.

Instructor: Janet Levine.

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$94



Accounting Fundamentals - Online Course

Gain a solid foundation of accounting with hands-on-experience. This course will provide you with the essentials of double-entry bookkeeping as you learn to properly analyze and record receivables, payables, payroll, taxes, and common banking activities within professional accounting activities. **Instructor: Charlene Messier.**

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$94



Accounting Fundamentals II - Online Course

Explore the world of corporate accounting and increase your financial know-how while gaining in-demand skills. This course will provide you with a solid understanding of recording and analyzing plant assets, depreciation, interest, dividends, revenue and other important corporate money matters. **Instructor: Charlene Messier.**

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$115



Certificate in Integrative Mental Health - Online Course

Learn a groundbreaking, holistic and integrative approach to treating mental health problems. This course will provide complementary methods of care which are combined with medications and psychotherapy to effectively address the physical, psychological, and spiritual needs of individuals with a variety of mental health conditions. **Instructor: Cyndie Koopsen.**

Class notes: Twenty (20) contact hours awarded to nurses and other healthcare professionals upon successful completion. Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$140

Register online at www.kcc.edu/comejoinus

Professional Development



Certificate in Food, Nutrition and Health - Online Course

Gain insight into how food interacts with your body and how to make healthy changes for better nutrition. This course provides a holistic overview of current food and nutrition issues and their impact on physical, social, emotional, and spiritual health.

Instructor: Cyndie Koopsen.

Class notes: Sixteen (16) contact hours awarded to nurses, counselors and social workers upon successful completion. Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$115



Certificate in Gerontology - Online Course

Prove you have the skills required to meet the health care needs of an aging population. This course will deliver the information you need to work with people over 65 including assessing and managing pain, common issues of aging, dealing with elder abuse, mental health, and death and dying. **Instructor: Cyndie Koopsen.**

Class notes: Twenty-five (25) contact hours awarded to nurses, nursing home administrators, counselors, and social workers upon successful completion. Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$210

I thought KCC did a great job of presenting this program. It made it easier to obtain some CEUs, which I greatly appreciate. – Virginia Shrove



Visit KCC's
Welcome Center
to register for Continuing
Education classes.

For registration and information: 815-802-8206

Highway Construction Careers Training Program

Funded by the Illinois Department of Transportation



Orientation Dates

1-4 p.m. • Thursdays, Jan. 14 and 21
Room D123

About the program

The Highway Construction Careers Training Program (HCCTP) is opened to all qualified individuals, but is designed to provide qualified minorities, women and disadvantaged individuals with training in highway construction careers. The HCCTP will also emphasize life-long learning and provide opportunities for further education and assistance to improve employability in Illinois' highway construction industry.

This is a FREE 14-week program.

Career opportunities:

- Laborers
- Equipment operators
- Ironworkers
- Carpenters
- Cement masons
- Electricians
- Plumbers
- Painters
- Inspectors & Testers

Contact:

John Willard

jwillard@kcc.edu

Highway Construction
Careers Training Program
at KCC



The Illinois Department of Transportation and the participating community colleges do not guarantee employment upon a trainees' graduation from the Highway Construction Careers Training Program.

Learn more at:

kcc.edu/hcctp

Professional Development



Certificate in Healing Environments for Body, Mind & Spirit - Online Course

Examine how Optimal Healing Environments impact the health of individuals and communities on a physical, social, psychological, and spiritual level. This course will give you the skills to recommend methods for enhancing the personal care and work environments around you to support health and well-being.

Instructor: Cyndie Koopsen.

Class notes: Sixteen (16) contact hours awarded to nurses, social worker, counselors and other healthcare professionals upon successful completion. Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$96



Certificate in Meditation - Online Course

Learn how to intentionally train your attention and concentration for effective meditation. In addition to meditation techniques, this course will also help you discover how meditation can be used to increase mindfulness, reduce stress, deal with pain and illness, and support overall health. **Instructor: Cyndie Koopsen.**

Class notes: Eight (8) contact hours awarded to nurses and other healthcare professionals upon successful completion. Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$68



Certificate in Pain Assessment and Management - Online Course

Pain assessment and management is a crucial part of patient care. This course provides relevant and practical expertise in various methods of pain assessment, management, and treatment in adults, children, and the elderly. **Instructor: Cyndie Koopsen.**

Class notes: Twelve (12) contact hours awarded to nurses and other healthcare professionals upon successful completion. Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$177



Certificate in Stress Management - Online Course

Understand strategies and therapies used to reduce and manage stress. This course will help you explore the physiological, social and psychological impacts of stress and provide you with methods to get stress under control. **Instructor: Cyndie Koopsen.**

Class notes: Fourteen (14) contact hours awarded to nurses, social workers, counselors, nursing home administrators and other healthcare professionals upon successful completion. Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$84



Certificate in Women's Health Issues - Online Course

Help make immense improvements in the health and well-being of women and their children on a global scale by focusing on women's health concerns and rights. This course will provide information on key health issues facing women nationally and globally. **Instructor: Cyndie Koopsen.**

Class notes: Fourteen (14) contact hours awarded to nurses, social workers, counselors and other healthcare professionals upon successful completion. Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$94



Spanish for Medical Professionals - Online Course

Prepare for any situation by bridging the communication gap between you, your patients, and worried family members. This course provides knowledge of basic medical phrases to help you better communicate with the Spanish-speaking community. **Instructor: Tara Bradley Williams.**

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$94



Certificate in Brain Health - Online Course

Gain an understanding of the brain and explore how lifestyle choices impact this remarkable organ. This course offers techniques and insights based on recent scientific studies about fostering health, happiness and well-being to support a healthy brain.

Class notes: Ten (10) contact hours awarded to nurses and other healthcare professionals upon successful completion. Six week course access. Enroll at www.ed2go.com/kankakeecc. Details on registering for Ed2Go classes is on Page 4.

\$66



Certificate in Global Healing Systems - Online Course

Deepen your knowledge of medical treatment by exploring alternative health care practices from India, China, Eastern Europe, and Central, North, and South America. This course will provide you with a solid foundation in a variety of traditional healing practices and techniques. **Instructor: Cyndie Koopsen.**

Class notes: Thirteen (13) contact hours awarded to nurses and other healthcare professionals upon successful completion. Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$78

Register online at www.kcc.edu/comejoinus

Professional Development

"I've taken classes at the KCC facility. This is my first virtual experience. In both ways, the staff and quality has been exceptional. There are reminders, explanations, information and follow up that cover what's needed and expected. They go above and beyond in my opinion." – Anonymous



Certificate in Infectious Diseases and Infection Control - Online Course

Gain a solid understanding of the most common infectious diseases as well as a grasp of the procedures that can help contain them. This course offers insights into infectious diseases that are essential for medical professionals to understand. **Instructor: Cyndie Koopsen.**

Class notes: Thirteen (13) contact hours awarded to nurses and other healthcare professionals upon successful completion. Six week course access. Enroll at www.ed2go.com/kankakeecc/. Full details on registering for Ed2Go classes is on Page 4.

\$78



Certificate in Music Therapy and Sound Healing - Online Course

Learn the benefits of music therapy and sound healing in the health profession. The outcome of this certificate is for the learner to describe music therapy and sound healing and their effects on the brain, at the end of life, and with specific health conditions such as Alzheimer's disease. **Instructor: Cyndie Koopsen.**

Class notes: Eight (8) contact hours awarded to nurses, social workers, counselors and other healthcare professionals upon successful completion. Six week course access. Enroll at www.ed2go.com/kankakeecc/. Full details on registering for Ed2Go classes is on Page 4.

\$94



Certificate in Perinatal Issues - Online Course

Distinguish yourself as a skilled professional in perinatal care. This course will enhance your ability to care for and support childbearing women, newborns, and families with information on cultural influences as well as common problems and risk factors you will experience in this field. **Instructor: Cyndie Koopsen.**

Class notes: Twenty (20) contact hours awarded to nurses and other healthcare professionals upon successful completion. Six week course access. Enroll at www.ed2go.com/kankakeecc/. Full details on registering for Ed2Go classes is on Page 4.

\$115



Certificate in Violence and Prevention Awareness - Online Course

Every year across the globe, millions of individuals are affected by violence. Designed for medical professionals, this course offers important insights into the signs of violence that may be presented by patients in a healthcare setting. You'll receive information you need to respond to and help prevent these forms of violence. **Instructor: Caroline Young.**

Class notes: Thirteen (13) contact hours awarded to nurses, social workers, counselors and teachers upon successful completion. Six week course access. Enroll at www.ed2go.com/kankakeecc/. Full details on registering for Ed2Go classes is on Page 4.

\$78



Survival Kit for New Teachers - Online Course

Learn the keys to success from an experienced educator so you can thrive as a classroom teacher. This course is designed to help teachers build motivational classrooms, reach diverse learners, write engaging lesson plans, communicate clearly, and keep stress at bay. **Instructor: Cheryl Dick.**

Class notes: Twenty-four (24) contact hours awarded to teachers upon successful completion. Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$94

"Enjoy the CEU classes at KCC. Can't beat the price and always learn something interesting."
– Kristine Trost

"The professional development lunch webinars are timely and provide those looking for job advancement or job employment the tools necessary to be successful." – Anonymous



Personal Enrichment



America's Boating Course (3rd Ed.)®

"This is an introductory course for all recreational boaters produced by America's Boating Club® (the U.S. Power Squadrons—USPS) and taught by USPS certified instructors. It covers boat and hull types, selecting a boat, required safety equipment, operator responsibilities, boat handling, personal watercraft operation, fueling procedures, water sports safety, trailering, nautical rules of the road, navigation lights and sound signals, emergency equipment and procedures, homeland security regulations, state of Illinois regulations, and more. **Instructors: Robert Potter; Terry Phillips**

Class notes: Open to participants age 12 and over. Those under age 18 require parental signature at first class. This course meets the requirements of states and territories that have mandatory safe boating education laws and is accepted by the state of Illinois as meeting the training requirements for boat operators born after Jan. 1, 1998 to operate a craft of 10 HP or more.

Wednesdays, May 19 to June 16

6:30-8:45 p.m. Arrive at 6:15 p.m. the first night to purchase materials.

KCC Room D124

\$12. An additional \$55 for course materials must be paid to the instructor at the first class. Members of the same household may share materials for an additional \$10 per person.

Go far without your car!

Ed2Go online courses are convenient, affordable and effective.

Visit www.ed2go.com/kankakeecc

Group Guitar

This is an introductory course to playing guitar in a group setting, intended for students without prior knowledge of the instrument. You'll learn music notation and tablature for guitar, fingering for basic open chords, interpreting basic chord symbols, right hand strumming techniques and styles, playing simple song melodies, use of chords as accompaniment, and right hand picking technique. You'll also learn how to tune and basic instrument maintenance. Bring your guitar, tuner and picks. **Instructor: Tammy Cantrell.**

Mondays Feb. 22 - April 12 (no class March 8)

5:30-6:30 p.m. • KCC Room D123

\$150

Mondays April 26 - June 14

5:30-6:30 p.m. • KCC Room D123

\$150

Playing the Ukulele

Get started with the ukulele by learning basic chords and strum patterns at a pace designed for first-time players. This class is for those who have never played an instrument before. You'll learn the basics of chords, strum patterns, finger picking, music notation and songs. Even if you've tried guitar and thought it was too hard, you'll be surprised by how soon you're playing songs on the ukulele. Class notes: bring your ukulele, tuner and picks. **Instructor: Tammy Cantrell.**

Mondays, Feb. 22 - April 12 (no class March 8)

6:30 p.m. - 7:30 p.m.

KCC Room D124 • \$150

Mondays, April 26 - June 14

6:30 p.m. - 7:30 p.m.

KCC Room D124 • \$150

Personal Enrichment

TIME TO TRY A LIVE WEBINAR?



A webinar is a live internet-based class open to people all over the world. It's easy to participate. All you need is an Internet connection and a computer with video and sound capabilities. When it's time for the session, click on the link we provide and you'll be brought into the event!

Meditate with Your Pet – FREE Webinars

Do you struggle to quiet your mind during these stressful times? Maybe your pet can help. Join us for a FREE, healing meditation. This pet-centered meditation technique is an effective way to mindfully connect with both your pet and yourself. Pets can sense stress during these uncertain times, too. The sessions are 20-30 minutes when we can meditate together with our pets. You can attend more than one of the sessions. Registration is required. These are live events. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address. **Instructor: Dawn Wrobel.**

Wednesday, Jan 13 • 7:30-8 p.m.

Wednesday, Feb. 10 • 7:30-8 p.m.

Wednesday, March 10 • 7:30-8 p.m.

Wednesday, April 14 • 7:30-8 p.m.

Virtual Drum Circles – FREE Webinars

Join us in Zoom for a spring drum circle. Dawn Wrobel will lead you through several rounds of drumming, and you'll have fun while raising your vibrations. If you don't have a drum at home - you can use your desktop, a pan or even a small bottle with coins as a rattle! Each month has a different theme, and you can attend more than one of the sessions. Registration is required. These are live events. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address. **Instructor: Dawn Wrobel.**

Stories in Hibernation

Friday, Jan. 15 • 7:30-8:30 p.m.

Drumming Love

Friday, Feb. 19 • 7:30-8:30 p.m.

Welcoming Spring

Friday, March 19 • 7:30-8:30 p.m.



Organizing for Everyone – Live Webinar

It is the start of the new year. Home organization is always a top New Year's resolution. This year you can stick with it, with the guidance of professional organizer, Beth Randall. This class will provide tips and ideas for tackling the day-to-day paper clutter that takes over, organizing clothes and accessories in your closets and organizing your kitchen to be more efficient. A step-by-step process of how to organize any space will be explained. You'll learn what questions to ask yourself and how to tackle a project so you don't feel overwhelmed. You will be ready to move forward with organizing your home with confidence! This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address. **Instructor: Beth Randall.**

Thursday, Jan. 28

7-8:30 p.m.

\$25



Introduction to American Sign Language I - Live Webinar Series

As with any language, learning American Sign Language (ASL) begins with vocabulary, grammar and culture. Because ASL is a visual/manual language, we will turn off our voices and develop visual skills with the hands, face, and body. You will work with classmates to communicate with each other and deaf community members in routine social interactions. This is a live webinar series. Within 24 hours of each event, you will receive an email with a link to the session. All participants require internet access and an email address.

Class notes: An ASL dictionary, notebook, gmail account, internet access and ability to record yourself with a phone or laptop are required. **Instructor: Sherry Kinzler.**

Tuesday, Feb. 9 - Tuesday, March 30 (no class March 9)

5:30 p.m. - 7:30 p.m.

\$89

Personal Enrichment



Virtual Tour: A Lovely Bubbly Breakfast – Live Webinar

Enjoy a fun morning complete with a live, interactive presentation focused on Valentine's Day traditions! We will provide breakfast ingredients and you can bring your favorite sparkling wine if you wish to make it bubbly, too.

Here's what's included:

- 2 morning buns from renowned Simma's Bakery
- 1-ounce premium hot chocolate from The Spice House
- 1/2 lb. of Hawthorne Coffee Roasters coffee
- Valentine's themed chocolate treats from Ultimate Confections
- 2 oranges to make your breakfast complete

You'll also learn more about Milwaukee's greatest love stories. We'll have a live discussion, photos and pre-filmed segments behind the scenes to some of Milwaukee's most beloved cultural and culinary locations!

This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address.

Class notes: You do not have to participate in the live "tour" to purchase the experience, but it will certainly be more fun! Though it will be difficult, we recommend waiting until the tour to eat your treats so you can experience them throughout the virtual tour.

The treat box has enough to share and participate with a friend; or you can keep the treats for yourself. Registering for this program gives KCC permission to share your name and address with our distributor for the purpose of mailing your Armchair Tourist Box directly to your home. Bakery Bus Boxes also make a great gift or care package for a friend who loves travelling! To purchase this as a gift, please call our office at 815-802-8206 to coordinate shipping details. This class is being presented in partnership with our friends at Illinois Valley Community College.

Saturday, Feb. 13

10-11:30 a.m. • \$65

Deadline to register is Feb. 1



Tackling Household Paper Clutter – Live Webinar

We all have paper that piles up. This presentation will give you tips and ideas on how to eliminate paper from ever getting into your house. For the paper that is already there, or which "sneaks" in, we'll also have tips on what to do with it all. This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address. **Instructor: Beth Randall.**

Thursday, Feb. 18

7-8:30 p.m. • \$25



Don't Wait 'Till its Too Late: Estate Planning & Asset Protection - Live Webinar

Planning for the future is important whether you are a recent high school or college graduate, newly married, starting or have a young family or preparing for your golden years. Failure to plan can have an adverse affect on your assets and leave your loved ones in financial limbo. In other words, it is never too soon to begin making decisions regarding your assets. This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address.

Instructor: Walt Zukowski.

Thursday, Feb. 25

6-7:30 p.m.

\$29



Are You Prepared for Disaster? – Live Webinar

Disasters occur in many different ways - job loss, serious illness, pandemics, natural disasters (tornadoes, floods, blizzards). Are you organized enough to overcome such an event? Does your family have a plan? Are your medical and financial records in order? If ordered to evacuate, would you be ready? Beth Randall can help us decide how to be prepared no matter what might happen. This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address. **Instructor: Beth Randall.**

Thursday, March 18

7-8:30 p.m.

\$25

"Zoom Webinar was great. Information was current. It was presented in an organized and informative manner." – Janet Elliott

Personal Enrichment

Virtual Tour: Bakery Bus Tour in a Box - Live Webinar

This is the perfect virtual tour class. It comes with a care package of sweet treats from fantastic bakeries! You'll participate in a live discussion which includes photos and high-quality pre-filmed segments. It's a very unique experience during this time of physical distancing! Here is what's included:

Pastries from four authentic bakeries...

Italian: Half-pound box of Peter Sciortino's Bakery, from historic Brady Street in Milwaukee.

Mexican: Mini Three King's Cake from woman-owned La Flor de Trigo.

German: A dozen of National Bakery's famous pecan fingers.

French: Six Madeleines from Greige Patisserie.

Plus, Ultimate Confections hand-dipped chocolates.

You will get a chance to go further "behind the scenes" into the bakeries than ever before and really see how the magic happens, including how some of the cookies in your box are actually made! This is a special opportunity to learn even more about some great food locations.

This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address.

Class notes: You do not have to participate in the live "tour" to purchase the experience, but it will certainly be more fun! Though it will be difficult, we recommend waiting until the tour to eat your treats so you can experience them throughout the virtual tour.

The treat box has enough to share and participate with a friend; or you can keep the treats for yourself. Registering for this program gives KCC permission to share your name and address with our distributor for the purpose of mailing your Armchair Tourist Box directly to your home. Bakery Bus Boxes also make a great gift or care package for a friend who loves travelling! To purchase this as a gift, please call our office at 815-802-8206 to coordinate shipping details. This class is being presented in partnership with our friends at Illinois Valley Community College.

Saturday, March 6

10-11:30 a.m.

\$79, includes pastries and treats that could be split between two people, shipping, & educational seminar/virtual tour.

Deadline to register is Feb. 22



Introduction to Voice Acting - Live Webinar

Looking for a way to work from home? Explore the fun, rewarding voiceover industry! Just about anyone can get involved. Learn about types of voiceovers and tools of the trade. As the voice actor, you'll record from your home studio. This introductory class offers the feeling of working remotely from the start! You'll read a real script and receive coaching to improve your delivery. Your instructor is a professional voice actor, and you'll receive a full evaluation later. Once registered, you will participate in a live one-on-one webinar. Within 24 hours of the webinar, you will receive an email with a link to the session. Internet access and an email address are required.

Class notes: Must be 18 or older. Register by emailing contininged@kcc.edu.

\$49, includes a 90 minute one-on-one introduction with a Voices For All, LLC, voice-over actor.



Incorporating Mindfulness Into Your Relationships - Live Webinar

How can mindfulness lead to richer relationships, joyful parenting, successful wellness and much more? As a mom of three and a Licensed Clinical Social Worker, Jamie Stuart Taylor knows the impact mindfulness can have on the most important aspects and seasons in our life! Let's make sure you do, too! This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address.

Instructor: Jamie Stuart Taylor.

Monday, March 8

6-8 p.m.

\$29



Prepare for Retirement - Live Webinar Series

This is a comprehensive, accurate and unbiased course to help you properly prepare for and maintain a successful retirement plan in today's world. The class covers information regarding tax planning, risk management, estate planning, investment management and income planning. The course is designed for individuals and/or couples who are retired or will be retiring in the next 10 years. Learn investment options, strategies to maximize income, and minimize taxes. Spouses attend for free, but registration is required. This is a live webinar series. Within 24 hours of each event, you will receive an email with a link to the session. All participants require internet access and an email address.

Instructor: David Gibson.

Tuesdays • March 16-30

6:30 p.m. - 9 p.m.

\$49

For registration and information: 815-802-8206

Personal Enrichment

Empowered Women, Empowered Daughters - Live Webinar

This course will provide an overview of estate planning fundamentals and terminology including: ramifications of asset ownership, legal reasons for life insurance, importance of beneficiary designations, life estates and nursing home costs, nursing home contract issues, importance of powers of attorney, increase in guardianships, wills, use of trusts and more. Learn what questions you should be asking yourself. This seminar will help you begin to consider your options. If you have an existing estate plan, you will have the tools needed to discuss and review your plan with your attorney.

This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address. **Instructor: Jamie Stuart Taylor.**

Monday, March 22
6-8 p.m.
\$29

Menu Planning Featuring Instant Pot Meals – Live Webinar

If you struggle with the daily question of "What's for dinner?" then this presentation will surely make it easier for you to answer it. We will discuss the reasons for menu planning and how to plan menus. We will talk about different options or choices for menus that will make your life easier. We also will highlight quick, healthy menu ideas featuring Instant Pot Meals. We will address creating lunches for your schoolchildren.

This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address. **Instructor: Beth Randall.**

Tuesday, April 6
7-8:30 p.m.
\$25

Turning 65: Medicare Made Easy – Live Webinar

A community educator and licensed insurance representative will discuss Medicare Parts A and B, and Medicare Supplement Plans. Come learn about eligibility, enrollment, and the benefits of Medicare and Medicare Supplements. This program is for people turning 65, already 65 or older and leaving their employer plan, or who would simply like to learn more about Medicare. Questions are welcome! **Instructor: Diane Adduci.**

This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address.

Tuesday, April 13
10-11:30 a.m.
\$15

Travel for Free & Safely – Live Webinar

When it is safe to go on a trip, where can we go, how do we stay safe, and how do we make our travel free? World traveler Gina Henry shows you how she is prepared for the new "travel normal," including important tips on safety, trip insurance, what to do if you become sick, and other strategies. This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address. **Instructor: Gina Henry.**

Monday, March 15 • 6-9 p.m.
\$49, includes Henry's 100-page eBook *How to Travel Free & Safe.*

Virtual Tour: Churches & Chocolate – Live Webinar

Enjoy a virtual Churches & Chocolates Tour of Milwaukee, the "City of Steeples," from the comfort of your home. To sweeten the deal, we'll dive into a tasting with Indulgent chocolates that you will receive in advance of your tour.

You'll receive an assortment of chocolate confections from Indulgence Chocolatiers to taste during the live webinar. The interactive live event includes docent-led tours that explore the history and architecture of three unique churches. The seminar includes a live discussion, photos and high-quality pre-filmed segments. You will have the opportunity to ask questions, too!

This is a live event. Within 24 hours of the webinar, you will receive an email with a link to the session. All participants require internet access and an email address.

Class notes: You do not have to participate in the live "tour" to purchase the experience, but it will certainly be more fun! Though it will be difficult, we recommend waiting until the tour to eat your treats so you can experience them throughout the virtual tour.

The treat box has enough to share and participate with a friend; or you can keep the treats for yourself. Registering for this program gives KCC permission to share your name and address with our distributor for the purpose of mailing your Armchair Tourist Box directly to your home. Bakery Bus Boxes also make a great gift or care package for a friend who loves travelling! To purchase this as a gift, please call our office at 815-802-8206 to coordinate shipping details. This class is being presented in partnership with our friends at Illinois Valley Community College.

Tuesday, March 30 • 7-8:30 p.m.
\$79, includes a box of chocolates delivered to your home; chocolate tasting class and educational information, donations to each church "visited" on behalf of our group.

Deadline to register is March 16

Register online at www.kcc.edu/comejoinus

Personal Enrichment



Discover Digital Photography - Online Course

Gain the skills you need to take great photos with your digital camera and never miss a memorable moment again. This course is an informative introduction to digital photography, from DSLRs to smart phone cameras. **Instructor: Beverly Richards Schulz.**

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$94



Mastering Digital Photography: Photographing People - Online Course

Become a skilled photographer when it comes to taking beautiful pictures of adults, children, or babies. This course will help you discover the best way to shoot faces, fix common close-up problems, and use digital photo editing techniques to retouch your photos. **Instructor: Curt Simmons.**

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$94



Start Your Own Edible Garden - Online Course

Grow delicious, nutritious fruit and vegetables in your own backyard. Whether you want to provide food for your family, save money, get exercise, or just be more self-sufficient, this course will give you the skills and knowledge you need to have a successful harvest. **Instructor: Katie Powell-Lee.**

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$94



Introduction to Interior Design - Online Course

Learn to transform plain living spaces into beautiful and functional rooms. This course will give you the know-how to design a room from floor to ceiling with understanding of color theory, industry trends, special arrangements, floor plans, design ideas, and interior design basics. **Instructor: Sarah Smallwood.**

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$115



KidSTEAM

Live webinars!

AGES 8-14 . \$149 per class

See full descriptions and register at

<https://blackrocket.com/online/kan>

Registration for each class closes at 6 p.m. three days before the class starts. Within 24 hours of the webinar, you will receive an email with a link to the session.

Virtual Reality: The Future is Now

Saturdays, Jan. 23-Feb. 27 • 8:30-10:30 a.m.

Saturdays, Jan. 23 - Feb. 27 • 11 a.m. - 1 p.m.

Mon. & Wed., Jan. 25 - Feb. 22 • 3-4:30 p.m.

Tues. & Thurs., Jan. 26 - Feb. 18 • 3-4:30 p.m.

Code Your Own Adventure! Interactive Storytelling

Mon. & Wed., March 1-24 • 3-4:30 p.m.

Tues. & Thurs., March 2-25 • 3-4:30 p.m.

ROBLOX Makers

Saturdays, March 6 - April 10 • 11 a.m. - 1 p.m.

Minecraft Modders

Mon. - Thurs., March 29 - April 1 • 12:30-3:30 p.m.

Mon. - Thurs., April 5-8 • 8:30-11:30 a.m.

Tues. & Thurs., April 13 - May 6 • 3-4:30 p.m.

YouTube FX Masters

Mon. - Thurs., March 29 - April 1 • 8:30-11:30 a.m.

Mon. - Thurs., April 5-8 • 12:30-3:30 p.m.

eSports Apprentice – Streamers & Gamers

Mon. & Wed., April 12 - May 5 • 3-4:30 p.m.

Personal Enrichment



Luscious, Low-Fat, Lightning-Quick Meals - Online Course

Learn to create delicious and nutritious meals by reducing fat without sacrificing flavor. This course provides tips on menu planning and quicker cooking, and it allows you to try out over 50 exciting lower-fat recipes. **Instructor: Donna Acosta.**

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$94



Stocks, Bonds and Investing: Oh My! - Online Course

Learn the basics of stocks, bonds, and investing so you can be independent and confident about your financial decisions. This class will teach you how to prepare for retirement, manage your finances, and pay for college without the need for hiring a broker or financial advisor. **Instructor: Matt Crabtree.**

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$94



Personal Finance - Online Course

Set clear financial goals, make the right investments, increase financial security, and be prepared to retire someday. This course will help you gain control over the financial impact of your choices with tools that are useful, realistic, and easy to work into your regular routine. **Instructor: Matt Crabtree.**

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$94



Explore a Career as a Pharmacy Technician - Online Course

Take a look at the many job settings and career paths open to you if you become a pharmacy technician. This course will help you master the skills that will prepare you for an entry-level position as a pharmacy tech or clerk, and the steps you can take to become certified. **Instructor: Melissa Dunworth.**

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$94



Homeschool with Success - Online Course

Discover how to homeschool your children in a way that ensures they get what they need both academically and socially. This course offers a lot of information and guidance to plot your homeschooling course for years to come. **Instructor: Beverly Richards Schulz.**

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$94



Lose Weight and Keep It Off - Online Course

Discover how to establish a healthy approach to weight loss and weight management. By the end of this course, you'll know how to set effective goals for eating, exercise, and many other elements that affect your weight, and be on your way to losing weight and keeping it off for good. **Instructor: Donna Acosta.**

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4

\$94



Become an Optical Assistant - Online Course

Learn why helping people solve their vision problems as an optical assistant is such as interesting and rewarding job. This course is a great way to start your career because it will help you better understand everything that's involved in the job and how you can become certified and licensed. **Instructor: Beverly Smith.**

Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$94



Grammar Refresher Part 1 - Online Course

Develop your English grammar skills and take your writing and speaking to the next level of excellence in this course. This course explores the eight parts of speech, punctuation and mechanics, and foundational sentence construction. **Instructor: Curt Simmons.**

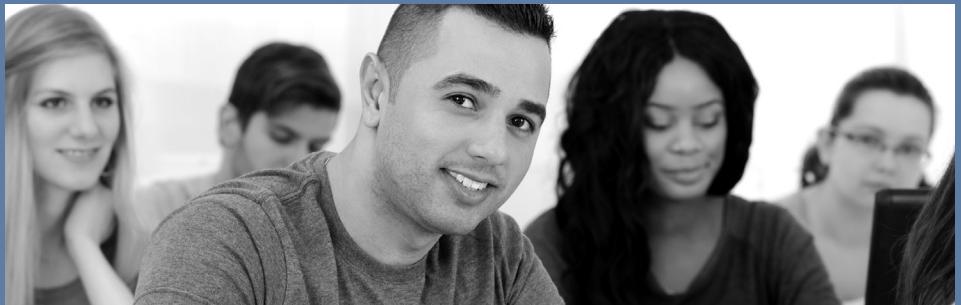
Class notes: Six week course access. Enroll at www.ed2go.com/kankakeecc. Full details on registering for Ed2Go classes is on Page 4.

\$94

Register online at www.kcc.edu/comejoinus



Adult Education Learning System



A new beginning for those who need it

Please note: We are ready to work with you! The COVID-19 pandemic has changed how classes are offered. It has not changed our commitment to helping you reach your goals. Most classes are online or by appointment.

Please call **815-802-8300** or visit **adulted.kcc.edu** for more information and to get started.

Adult literacy

**Do you want to learn to read better?
Do you know someone who wants
to learn to read better?**

The ALIVE Adult Literacy program provides individual and small group tutoring to improve the reading skills of adults ages 16 years and older.

How help is provided:

- Tutoring is arranged by the adult literacy staff and is available at KCC, libraries, churches and a variety of other places.
- A caring, friendly environment is created between the tutor and student.
- Sessions are individually arranged.
- Materials are provided during the session.
- Reading, writing, English and math skills are taught.
- Services are provided at no cost to the student.

**Volunteer
Tutors
needed,
too!**

**Call 815-802-8307 or email
scarrell@kcc.edu for information.**

Get Your High School Equivalency *GED®/HiSet*

The High School Equivalency program prepares adults for higher education and the workforce. In addition to traditional classes, the program uses technology to help students prepare for, pass the test, and move on to better jobs with better wages.

KCC offers instruction and services to help you succeed on the GED or HiSet High School Equivalency test. There is no cost for classes – and several convenient options are available.

Online instruction is offered for those who qualify.

**Call 815-802-8300 or email
GED@kcc.edu for more information.**

Auxiliary aids and services are available upon request for individuals with disabilities. Kankakee Community College is an equal opportunity, affirmative action employer. These classes are partially funded with federal funds.

For information: 815-802-8300

High School Equivalency Preparation

These programs are designed for students to prepare for a high school equivalency test. The classes are for those who would like to improve skills.

Program features:

- No cost to the student.
- Books are provided during class time.
- New class sessions begin every four weeks.
- Meeting dates and times are flexible and tailored to meet the needs of students. More information is under "KCC Locations" on this page.
- Open to anyone age 16 and over who has separated from his/her high school. A letter showing high school separation is required for those under age 18.
- An online study option is available for those who pretest at the high school level.

Spring 2021 classes

Register for an orientation at adulted.kcc.edu/ged

Orientation is required prior to enrollment.

Online Course

The online course includes the option to meet personally with your instructor.

KCC Locations

Kankakee and Watseka locations are open to share information in-person or by phone.

These sites offer

- Program information • Free wi-fi
- Computers with internet
- (Kankakee only) Class meetings by appointment

KCC Riverfront Campus (Main campus)

100 College Drive, Kankakee, Rooms L30A and L30B

Phone 815-802-8300

Miner South Extension Center

1488 E. Walnut St., Watseka

Phone 815-802-8780

Be competitive in the local labor market

FREE classes to sharpen skills

Computer Literacy

The Computer Literacy class will provide basic computer instruction as well as skills on how to use Windows 10, Microsoft Word, Internet and email.

Also offered:

- I Have an Interview Now What
- Resume Development
- Job Hunting in a Digital World

FREE for residents!

**For more information or to register,
phone 815-802-8960.**

Classes are offered at the new KCC North Extension Center,
401 N. Kinzie Ave., Bradley.

Seating is limited. You must attend the entire class.



ENROLL NOW! GED®+Career

FREE for qualified students

Complete GED preparation & career training at the same time.

GED+Career is a partnership with select KCC programs.

Learn more at adulted.kcc.edu
or email gbeglau@kcc.edu.

Adult Education

English as a Second Language (ESL)

All English Language classes are provided at no cost to the student. The classes are designed for non-native English speaking adults, 16 years or over who are not enrolled in high school, who would like to improve their English language speaking and writing skills. Instructors and tutors work with students in small groups. There are two levels of classes, to help students at every stage of learning.

Go to adulted.kcc.edu/esl to register for an orientation. Program orientations are required prior to class enrollment.

Online Course The online course includes the option to meet personally with your instructor.

KCC Locations

Kankakee and Watseka locations are open to share information in-person or by phone.

These sites offer

- Program information • Free wi-fi • Computers with internet

KCC Riverfront Campus (Main campus)

100 College Drive, Kankakee, Rooms L30A and L30B
Phone 815-802-8300

Miner South Extension Center

1488 E. Walnut St., Watseka
Phone 815-802-8780

Learn English. Free.

Aprende inglés. Gratis.

学英语。自由。

Uczyć się angielskiego. Darmowy.

Matuto ng Ingles. Libre.



Classes offered:
Kankakee • Watseka • Momence

Info: www.kcc.edu/esl • 815-802-8304
KCC Riverfront Campus Welcome Center



UP TO **\$10,000**
for career training

Funding can cover
Tuition, Fees & Books
and much more...

Details:
kcc.edu/wioa
or phone 815-802-8960

Program administrator:



Funded by



WIOA is an Equal Opportunity Employer/Program.
Auxiliary aids and services are available upon request.

The Workforce Innovation Opportunity Act program (WIOA) is a federally funded grant program that assists qualified adults and youth in preparing for occupations that are in demand. Grant services are for residents of Kankakee County and individuals laid off from a Kankakee County employer. Information at www.kcc.edu/wioa. EOE/auxiliary aids and services are available upon request.

Kankakee Community College
CONTINUING EDUCATION
& CAREER SERVICES

100 College Drive, Kankakee, IL 60901



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Permit No. 462

ECRWSS

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POSTAL CUSTOMER

Finding courses and enrolling has never been easier!

Visit: **continuinged.kcc.edu**

Click "Training" to browse continuing education courses

- Look for upcoming courses
- Register and pay online
- Sign up as a customer and register in just a few clicks
- Use promo/discount codes for select courses

To register online:

1. Sign up or Login
2. Select a course
3. Click on the date you want
4. Add it to your cart
5. Within the cart, checkout

<http://continuinged.kcc.edu> is the site to find and register for non-credit, Continuing Education and Career Services courses and workshops. For KCC credit division and adult education/GED preparation courses, visit kcc.edu or submit a request at info.kcc.edu.

Spring 2021 Credit Classes start soon...

REGISTER NOW!

Information: register.kcc.edu

