

THINK AGAIN

SPRING 2016



The latest in
**Digital Communications
& Technology**

Web Design for the Everyman
Digital Advertising & Marketing
Plus a new Certificate in IT Security Essentials



RICHMOND
School of Professional
& Continuing Studies™

PLUS TONS OF CLASSES IN 20 OTHER TOPIC AREAS

Message from the Staff

New Year, new you!

As the calendar turns to 2016, we hope you'll find a wealth of ways to fulfill your resolutions at the University of Richmond.

Explore professional development opportunities such as Web Design for the Everyman, one-day workshops like Digital Advertising and Marketing, or our new Network Security Certificate.

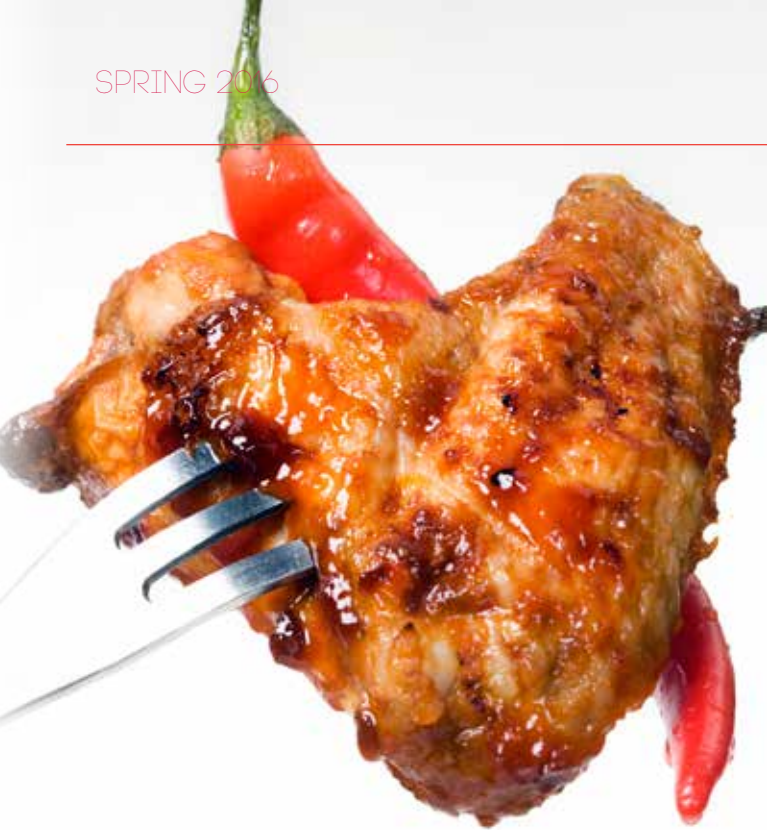
Or turn over a new leaf and dig into the Richmond area's first permaculture design certificate. As a holistic ecological design system, this cutting-edge field includes food production that mimics the natural ecosystems found in forests.

Expand your personal horizons with the Literature of Virginia, Blown Glass Easter Eggs, two Shakespeare courses for the whole family, and new chances to gather Around the Chef's Table. From Art to History to Youth programs, something is sure to spark your spirit this spring.

So step up, look inside, and discover a new you!

SPRING 2016 Class Listing

LOOK INSIDE this issue for an 12-page insert of the monthly schedule of classes for the months of January to May



Around the Chef's Table: The Entire Delicious Bird

NEW! Buying a whole chicken is significantly less expensive than buying individual parts, and leaves the chef with a variety of pieces suitable for many different cooking methods. Join Chef Dave Booth for a culinary tour of everything chicken. Diners will be shown how to break down a whole bird, get coaching on how to store it and make use of all the parts, and sample tasty dishes utilizing each piece. Note: This class is demonstration and tasting, not hands-on cooking. The foods prepared and sampled, while substantial, are for the purposes of learning and will not necessarily comprise a complete meal for participants.

Date: Thursday, April 21
Time: 6-9 PM
Instructor: Dave Booth
Fee: \$99

Local Cooking 101

NEW! Sourcing ingredients from local sources is great for flavor and helps support the local economy. And in many cases, it can be better for you, too. Come prepare a menu using local meats, fruits, and vegetables. Students will also be treated to a lecture by Shauna Wells, owner of the Olive Oil Taproom, on the health and flavor benefits of their olive oils and vinegars. Students will have an opportunity to taste the difference, and will then use these products in the recipes for class.

Note: Class menu will be based upon what local ingredients are available at the time of the class.

Date: Monday, May 23
Time: 6-9 PM
Instructor: Dave Booth
Fee: \$99

**Check out our
entire spring selection
of cooking and baking
classes online.**



spcs.richmond.edu/culinary



Traditional European Cakes

NEW! Join Chef Joshua Carroll for an evening of preparing terrific European-style cakes and tortes while we learn about the differences between what we think of as “cakes” and the originals that influenced them. We will prepare sponge cake, Bavarian cream, ganache, couverture chocolate, and European buttercream then use them to create a few traditional favorites including Dobos Torte, Sacher Torte, Opera Torte, and Charlotte.

Date: Monday, March 21
Time: 6-9 PM
Instructor: Joshua Carroll
Fee: \$99

New (2016) Version of the SAT

Get prepared for Test Day

NEW! With the debut of the revised SAT upon us, it is more imperative than ever to get the most up-to-date preparation. Led by instructors with decades of experience, our STEPS (Strategies & Techniques for Enhancing Performance and Skills) to Success program introduces important skills, techniques and strategies to maximize success on test day. We have helped over a thousand area high-schoolers maximize their test-day performance through our uniquely designed and popular Weekend Workshops. Get college prep in a college environment, with all books, materials, and lunch on Saturday and refreshments on Sunday included. Class sessions concentrate on the three major testing areas: Mathematics, Critical Reading, and Writing, all updated for the 2016 version.

Dates: February 20-21, February 27-28,
April 30 - May 1
Fee: \$215



spcs.richmond.edu/sat

Youth Etiquette Academy

Get your middle-schooler brushed up on the finer points of social skills. This two-day finishing school focuses on good manners, courtesies, and social and cultural activities for youth. Students will gain confidence in formal dining, the art of conversation, proper introductions, extending and responding to invitations, writing thank-you notes, and other components that define excellence in manners. The course will help provide a solid foundation for dining and entertaining, building social confidence, and establishing respect and integrity. Included is a special brunch to give attendees a chance to show off all the new skills in a group setting. Répondez, s'il vous plaît!

Dates: Sundays, April 10 & 17
Fee: \$95



spcs.richmond.edu/youth

Learn a New Language

Think outside the box and stretch your mind and memory with one of our foreign language classes. This spring we're offering French, Italian, and Spanish at a variety of proficiency levels. From beginner introductions to individualized sessions and even film and conversation classes, there are plenty of options for you to find something just right.

Choose from three levels of both Italian and Spanish, depending on your experience. And new this spring is a unique class featuring Spanish films and cultural documentaries, enhanced by instructor-guided conversation in casual and interactive sessions.

Take your language abilities to the next level!



spcs.richmond.edu/language

WEB DESIGN FOR THE EVERYMAN

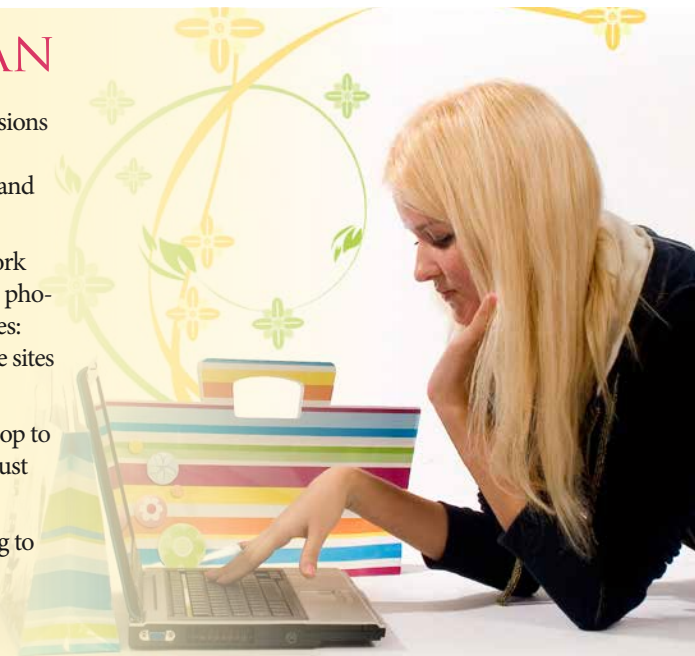
NEW! Discover web design made easy, without needing to hammer out code. The sessions will provide a hands-on tour of various programs you can use to build a site, tips for designing like a pro and its influence on sales, guidance for obtaining a domain name and receiving payments on your site, and reveal the power of analytics.

We'll integrate social media, think outside the box with digital, cross-screen design, work on designing your site for desktop, mobile and tablets, and foster engagement through photo galleries, videos, forms, shopping carts and much more. We cover common site types: commerce product-driven shopping sites, professional portfolios, products and service sites and content sites for individuals and/or businesses.

Whether you want to start a new site or improve an existing one, this is a great workshop to get hands-on experience. No technical background is required, though participants must have some experience using a computer.

Perfect for small business owners, consultants, entrepreneurs and professionals looking to expand their understanding of the web design process.

Dates: Mondays, March 7 – May 23; **Time:** 7 – 9 PM; **Fee:** \$495



New IT Security Essentials Certificate Launches

This certificate program is designed to develop the core knowledge and functional competencies required to work in the cutting-edge and rapidly evolving fields of information security.

This certificate will be of interest to individuals just starting their career; career changers seeking to achieve advancement; managers and end users requiring a more in-depth understanding of information security and data protection; and seasoned practitioners seeking to round out their knowledge and attain a credential to demonstrate in-depth functional understanding.

Students who complete the program will earn a noncredit certificate as well as CEUs. Students may register a la carte in individual classes (\$495 per 10-hour class) or in the certificate course, which includes all three classes (\$1,295, representing a \$190 savings over a la carte enrollment).

The certificate is designed for:

- IT professionals, IT managers, systems and network administrators
- Information security professionals
- Business professionals interested in IT security
- Legal and regulatory professionals
- Risk analysts and managers, privacy analysts and specialists
- Career switchers seeking professional training

This certificate requires three courses, recommended to be taken in the following sequence:

- Introduction to Information Security
- Introduction to Networking and Security
- Securing Your Enterprise

If you register for the IT Security Essentials Certificate Program, you'll complete all three courses in the order above.



spcs.richmond.edu/iss

Digital Advertising and Marketing

NEW! This one-day workshop will share successful digital advertising techniques. You will learn how to create effective ad campaigns. You'll gain tips that will help give your business a professional look. We'll discuss the use analytics to tailor advertising to reach potential customers, plus what tools to use to create ads, and where to place your advertising for maximum effectiveness.

Learn about branding and marketing your business digitally and assess your individual needs when it

comes to what you would like to do for your business.

Perfect for small business owners, consultants, entrepreneurs and professionals looking to expand their understanding of digital marketing.

Date: Sunday, February 28
Time: 9:30 AM–3:30 PM
Fee: \$295





Literature of Virginia

NEW! Turning our focus to the rich literary tradition of Virginia, students will choose one book to study together over the course, from five initial options. The class will weave in Virginia poetry throughout. Reading, discussion, a little research, and a few written assignments will carry us down the river!

Dates: March 22–May 10

Tuesdays: 6–8 PM

Fee: \$279



spcs.richmond.edu/writing

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Discover Your Inner Artist

In our newest painting class, **Watercolor Magic**, students will push cheery colors around on the painting surface while learning watercolor techniques. Drawing skills are not needed. Warm-up exercises will build confidence for impressionistic results. Instruction will include specific methods, tools, and a physical approach to painting in a loose style. Instructor will offer two side-by-side options for painting the same subject. Individual and group critiques plus plenty of encouragement for facilitating growth make this session unique.

Or explore your pottery skills. In **Form Follows Function**, students will start by using slabs and coils of clay to make small hand-built cups, bowls, small plates and creamers.

To make your cups unique, a variety of drawing techniques will be used to finish your ware. Next we will dive into more complex forms such as large bowls, cups with handles, saucers, prep-bowls for cooking, and teapots.

This pottery course is designed for the beginner through advanced hand-builder who is interested in making functional pottery. This course also includes thorough technical demonstrations, hands-on help, safe usage of ceramic materials, investigation of surface decoration, and the proper use of hand tools.

Visit us online for a complete supply list and course details.



spcs.richmond.edu/arts

Take a New Look at RVA History

Richmond is known for its monuments. But if you limit yourself to Monument Avenue, you're missing out! Our newest history class, Richmond's Historic Monuments, will explore Richmond's lesser-known monuments through classroom discussion and visits to local area locations.

In Civil War Women of Richmond you'll meet Richmond's Civil War women and visit sites associated with them. From spies to nurses to industrial workers and thieves, these colorful ladies shed light on life during the time of the Confederate Capital.

Both courses are taught by Robert "Bert" Dunkerly, a historian, award-winning author, and speaker who is actively involved in historic preservation and research. He holds a degree in History from St. Vincent College and a Masters in Historic Preservation from Middle Tennessee State University. He has

worked at nine historic sites, written nine books, including *Redcoats on the Cape Fear*, about the Revolution in Wilmington. Dunkerly is currently a Park Ranger at Richmond National Battlefield Park.



spcs.richmond.edu/history



INTRODUCING THE RICHMOND AREA'S FIRST PERMACULTURE DESIGN CERTIFICATE

Permaculture is a design science that seeks ecological balance. Permaculture practitioners and experts study and model patterns found in nature, then seek to apply them to design and production processes. Because each element in a landscape or the built environment affects every other element at a site, a complete, comprehensive assessment is vital to develop healthy, productive, energy-efficient relationships between elements for the benefit of everyone involved in day to day operations.

The goal of permaculture is to synch human processes and practices like gardening and economic development with natural processes, and in doing so to acknowledge the inevitable intersection between the social and environmental realities of our time and the ecological challenges facing the globe.

The University is partnering with the Shenandoah Permaculture Institute, an established and well-respected permaculture instructional provider, to offer the only Permaculture Design Certificate in the Richmond region. The program provides 72 hours of instructional workshops over four weeks to certify participants. Participants who complete the certificate coursework will be prepared to apply permaculture design principles in personal and business situations.



spcs.richmond.edu/permaculture



MEET OUR INSTRUCTORS

RYAN BLOSSER

Ryan is a farmer, writer, and former child and family therapist. He grew up in the Shenandoah Valley of Virginia where he served as a counselor for 7 years. He is currently Executive Director of Project Grows, a nonprofit educational farm serving children and youth in Waynesboro, Staunton, and Augusta County. In addition Ryan is owner/operator at Dancing Star Farms, a small permaculture farm in Churchville, Va. He is cofounder of Shenandoah Permaculture Institute and holds an MA and Ed.S. from James Madison University in Clinical Mental Health Counseling.



TED BUTCHART

Ted is a naturopathic physician, herbalist and homeopath. He treats patients in both Staunton and Charlottesville at his practice, Virginia Natural Health. In addition, Ted is the Director of the GreenFire Institute, where he has taught straw bale construction to home owners, architects, and building officials, for the last 20 years. He has taught Permaculture Design for the last 21 years to several hundred students and is cofounder of the Shenandoah Permaculture Institute.



TREVOR PIERSOL

Trevor is a farmer, designer, educator and co-founder of Shenandoah Permaculture Institute. He currently teaches permaculture design at the Allegheny Mountain Institute's Farm Fellowship program. In addition, he manages the AMI Urban Farm at VSDB, a 3-acre fruit and vegetable farm and outdoor classroom dedicated to promoting garden-based education throughout Virginia. Trevor is an experienced medicinal herb grower with a specialty in eastern woodland plants. His favorite hobbies involve exploring the diverse ecosystems of his native bio-region.





INSTITUTE ON PHILANTHROPY
AT THE UNIVERSITY OF RICHMOND



Work While You Learn! ***Intensive Week-Long Institutes***

Fund Development Certificate
January 17 - 23, 2016

Marketing for Nonprofits Certificate
January 24 - 30, 2016

Planned Giving Institute
March 14 - 18, 2016

Grant Writing & Management Institute
May 9 - 12, 2016

More details available online at
spcs.richmond.edu/iop or
email Kathy Laing at **klaing@richmond.edu**



spcs.richmond.edu/iop



SPRING 2016

Class listing

This list shows spring 2016 classes with start dates between January and May. To learn more about a class, go online:

1. Visit **spcs.richmond.edu/ta**
2. Conduct a **Keyword** search using the first few words of the class title
3. Select **Submit**
4. In the search results, click the course title for details and to register online

Of course, you can also search by **Class Days** or **Course Times**, as well as **Category** and **Subcategory**.

And you can also **Clear Search** and then select **Submit** to view everything offered this spring!

Think Again Noncredit Classes

Class Days

Category Subcategory

Course Times

6 A.M. 11 P.M.

Keyword

The contents of this listing represents the most current information available at the time of publication. Visit our online schedule at **spcs.richmond.edu/ta** for the most current listing.

**Language and Culture Studies**

SPN216.10	Spanish - Individual Sessions	January 1	\$525
ITAL216.01	Italian - Level I	January 11	\$265
ITAL216.02	Italian - Level II	January 12	\$265
ITAL216.03	Italian - Level III	January 13	\$265
CLTR216.10	Professional and Social Etiquette	January 30	\$85

Nonprofit Management and Fundraising

IOP216.FD	Fund Development Winter Institute	January 17	\$1,750
IOP216.FD7	Fund Development-Board Fundraising & Strategy	January 18	\$144
IOP216.FD3	Fund Development-Annual Fund	January 19	\$180
IOP216.FD9	Fund Development-Developing a Giving Constituency	January 19	\$108
IOP216.FD5	Fund Development-Grants	January 20	\$144
IOP216.FD2	Fund Development-Major Gifts	January 20	\$144
IOP216.FD8	Fund Development-Campaigns	January 21	\$144
IOP216.FD6	Fund Development-Planned Giving	January 21	\$144
IOP117.FD1	Fund Development-Art of the Candid Conversation	January 22	\$144
IOP216.FD4	Fund Development-Policies & Procedures	January 23	\$55
IOP216.1MK	Marketing for Nonprofits Winter Institute	January 24	\$1,650
IOP216.MK3	Marketing Institute - Telling Your Story	January 25	\$205
IOP216.MK5	Marketing Institute - Media Relations Strategy	January 27	\$140
IOP216.MK2	Marketing Institute - Persuasive Writing	January 27	\$140
IOP216.MK4	Marketing Institute - Direct Marketing	January 28	\$205
IOP216.MK1	Marketing Institute - A New Social Media World.	January 29	\$205

Visual and Media Arts

ART216.11	Orientation to the Hot Glass Studio	January 18	\$210
ART216.01	Pottery Course - Form Follow Function	January 25	\$725
ART216.02	Glazed Tiles	January 26	\$725

Youth and Family Programs

ORG216.007	Personalized - Becoming an Organized Student	January 1	\$1,350
SHKS216.10	Family 'Shakes' with Bard Unbound	January 23	\$180

FEBRUARY**Career Skills and Planning**

LRN216.29	Get Things Done	February 1	\$245	
LRN216.30	Interview Skills	February 1	\$295	
LRN216.18	Introduction to Data Analysis	February 1	\$195	
LRN216.73	Mastering Computer Skills for the Workplace	February 1	\$195	
LRN216.57	Business Writing	February 1	\$195	
LRN216.62	Introduction to Game Design	February 1	\$245	
LRN216.50	Keys to Customer Service	February 1	\$145	

Communications and Writing

LRN216.21	Female Bullying in the Workplace	February 1	\$195	
LRN216.53	Powerful Presentation&Effective Speaking Technique	February 1	\$195	
LRN216.16C	LERN Certificate in Data Analysis	February 1	\$495	
LRN216.60	Growing Your Business with Self Publishing	February 1	\$195	
LRN216.17C	LERN Certificate in Business Writing	February 1	\$495	
LRN216.11C	LERN Certificate in Workplace Communication	February 1	\$595	
LRN216.10C	LERN Certificate in Self Publishing and eBooks	February 1	\$495	
LRN216.07C	LERN Certificate in Presentation Media	February 1	\$495	

Computer Skills and IT Certification

LRN216.69	How to Setup, Protect & Maintain Your Windows 8 PC	February 1	\$175	
LRN216.08	Prezi	February 1	\$195	
LRN216.42	Introduction to 3-D Printing	February 1	\$195	
TEC216.06	Advanced Microsoft Excel	February 8	\$250	
TEC216.07	Introduction to Microsoft Access	February 24	\$250	



Culinary and Food Services

CUL216.11	Wines of Central Italy	February 4	\$79
CUL216.12	Mardi Gras Party Classics	February 5	\$99
CUL216.13	Kids and Parents: Cookies and Cocoa	February 6	\$69
CUL216.14	Simple, Delicious Cooking for 1 or 2	February 10	\$99
CUL216.15	Wine and Dine: Traditional Portugese	February 11	\$99
CUL216.16	Meat Prep and Cookery	February 17	\$199
CUL216.17	Date Night: Hawaiian Luau	February 18	\$99
CUL216.18	Simple, Sizzling Winter Soups	February 19	\$99
CUL216.19	Quickbreads, Tarts, Pies and Meringues	February 20	\$199
CUL216.20	Super Souffles	February 22	\$99
CUL216.21	Surf and Turf with a Twist	February 23	\$99
CUL216.22	Around the Chef's Table: Mussels, Clams, Calamari	February 25	\$99
CUL216.23	Cakes, Icings, Custards and Mousses	February 26	\$199
CUL216.24	More Chef's Skills	February 29	\$199

Education and Teaching

LRN216.04	Advanced Teaching Online	February 1	\$195
LRN216.15C	Certified Blended Instructor Program (CBI)	February 1	\$699
LRN216.13C	Certified Online Instructor Program (COI)	February 1	\$795
LRN216.05	Designing Online Instruction	February 1	\$195
LRN216.14C	LERN Certificate in Blended Instruction	February 1	\$495
LRN216.08C	LERN Certificate in Online Teaching	February 1	\$495
LRN216.11	Certificate in Teaching Adults	February 1	\$295

eMarketing, Social Media and Web

LRN216.72	Instagram for Business	February 1	\$195
LRN216.15	Introduction to Inbound Marketing	February 1	\$195
LRN216.18C	LERN Certificate in Google Tools	February 1	\$495
LRN216.01C	LERN Video Marketing Certificate	February 1	\$395
LRN216.47	Podcasting	February 1	\$245
LRN216.54	Researching Public Records	February 1	\$195
LRN216.25	Twitter	February 1	\$195
LRN216.12	Improving Email Promotions	February 1	\$195
LRN216.06C	LERN eMarketing Essentials Certificate	February 1	\$495
LRN216.05C	LERN Inbound Marketing Certificate	February 1	\$495
LRN216.32	Introduction to Mobile Marketing	February 1	\$195
LRN216.03C	LERN Mobile Marketing Certificate	February 1	\$595
LRN216.04C	LERN Managing Social Media Platforms Certificate	February 1	\$495
LRN216.35	Introduction to Social Media	February 1	\$195
LRN216.02C	LERN Social Media for Business Certificate	February 1	\$495
LRN216.39	Video Marketing	February 1	\$245
TEC216.11	Digital Advertising and Marketing	February 28	\$295

Environment and Sustainability

LRN216.98	LEED AP+ Building Design and Construction	February 1	\$795
LRN216.97	LEED v4 Accredited Professional for Existing Build	February 1	\$795
LRN216.96	LEED v4 Green Associate Exam Prep & Study Group	February 1	\$695
ENV216.01	Permaculture Design Certificate Program	February 19	\$999

Financial Planning and Tax Preparation

FIN216.17	Retirement Planning Today	February 4	\$50
FIN216.13	Rejuvenate Your Retirement	February 16	\$40
FIN216.14	Rejuvenate Your Retirement	February 25	\$40

Fitness and Self Improvement

MEDT216.01	Meditation I: Introduction to Meditation	February 16	\$125
CPR216.01	First Aid and CPR (of Children/Infants/Adults)	February 21	\$75
FSIM216.03	Mental Practice for Performance	February 22	\$75



Health Services and Medical Technology

LRN216.22	Dementia Care	February 1	\$495	
LRN216.23	Dementia for Family Care Givers	February 1	\$149	
LRN216.24	Success with Aging Parents	February 1	\$149	

HR Management and Customer Service

LRN216.03	Certificate in Customer Research	February 1	\$395	
LRN216.28	Onboarding New Employees	February 1	\$195	
LRN216.01	Business Coaching Certificate	February 1	\$395	
LRN216.66	Conflict Management	February 1	\$245	
LRN216.09C	LERN Certificate in Customer Service	February 1	\$245	
LRN216.38	Supervisory and Leadership Certificate	February 1	\$395	
SHRM216.02	SHRM Learning System-ON LINE	February 8	\$1,250	

Interior Decorating and Organization

INT216.04	The Nuts and Bolts of Interior Design	February 2	\$99	
ORG216.01	Organizing for Administrative Specialists	February 8	\$875	
ORG216.02	Professional Organizing Certificate	February 8	\$1,450	
INT216.07	Interior Design Trends	February 16	\$99	
INT216.05	The Business of Home Staging	February 23	\$99	
INT216.08	Home Staging Certificate	February 29	\$1,750	

Language and Culture Studies

ENG216.12	English Language Course - Session A	February 1	\$185	
SPN216.01	Spanish for Beginners - Level I	February 1	\$395	
SPN216.02	Spanish for Beginners - Level II	February 2	\$395	
CLTR216.18	Communication and Public Speaking Weekend	February 5	\$295	
CIV216.12	American Civics and Literacy	February 6	\$225	
SPN216.03	Spanish Level III - Intermediate	February 10	\$295	
SPN216.06	Spanish through Film and Cultura	February 18	\$75	
CLTR216.17	Art Weekend - Gauguin	February 19	\$295	

Nonprofit Management and Fundraising

IOPCFRE.16	CFRE Review Class	February 18	\$490	
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Test Preparation

STEPS216.01	SAT Prep Weekend Workshop	February 20	\$215	
STEPS216.04	SAT Prep Weekend Workshop	February 27	\$215	

Visual and Media Arts

ART216.13	Solid Sculpted Glass Hearts	February 1	\$75	
ART216.50	Watercolor Magic	February 3	\$225	
ART216.30	Regalos - Unique Glassware Gifts	February 5	\$129	
ART216.12	Glassblowing 101	February 15	\$420	
ART216.36	Chain Maille - Criss Cross Necklace	February 17	\$270	
PHT216.02	Advanced DSLR Photography	February 29	\$295	

Wedding and Event Planning

WEP216.01	Wedding and Event Planner Certification	February 3	\$1,149	
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Career Skills and Planning

LRN216.51	Creative Problem Solving	March 7	\$195	
LRN216.65	Career Prep	March 7	\$195	
LRN216.19	Intermediate Data Analysis	March 7	\$195	
LRN216.64	Neuro-Linguistic Programming (NLP) Fundamentals	March 7	\$175	
LRN216.99	Extraordinary Customer Service	March 7	\$145	
LRN216.12C	LERN Certificate in Designing Webinars	March 7	\$345	
DEV216.02	Life Planning and Career Transition	March 30	\$139	



Communications and Writing

LRN216.20	Effective Copywriting	March 7	\$195	
LRN216.48	Self Publishing eBooks	March 7	\$195	
ENG216.01	Business Writers' Bootcamp	March 8	\$169	
COM216.01	Public Speaking Intensive Training	March 14	\$995	
ENG216.05	Literature of Virginia	March 22	\$279	

Computer Skills and IT Certification

LRN216.09	Photoshop for Presentations	March 7	\$195	
LRN216.63	Intermediate Video Game Design	March 7	\$245	
LRN216.44	Intro to Maker Tech: The New Shop Class	March 7	\$245	
TEC216.03	Introduction to Information Security	March 14	\$495	
TEC216.16	Bundle: IT Security Essentials Certificate Program	March 14	\$1,349	
TEC216.08	Introduction to Adobe Photoshop	March 23	\$250	
TEC216.09	Getting More from Photoshop	March 28	\$250	

Culinary and Food Services

CUL216.25	From-Scratch Pizza, Calzone and Stromboli	March 2	\$99	
CUL216.26	Kids and Parents: Crazy for Chocolate	March 5	\$69	
CUL216.27	Phytochemicals and Functional Foods	March 8	\$69	
CUL216.28	Around the Chef's Table: Vietnamese Delights	March 9	\$99	
CUL216.29	Floribbean Cooking	March 11	\$99	
CUL216.30	Artisanal Breads Workshop	March 12	\$179	
CUL216.31	Menu Planning	March 14	\$69	
CUL216.32	Date Night: Delicious Dinner on a Stick	March 15	\$99	
CUL216.33	Wine and Dine: Irish Celebration	March 17	\$99	
CUL216.34	Traditional European Cakes	March 21	\$99	
CUL216.35	Tex Mex Cooking	March 22	\$99	
CUL216.36	Around the Chef's Table: Cooking Science	March 23	\$99	
CUL216.37	The Other Terrific California Wine Regions	March 24	\$79	
CUL216.38	Business Planning and Market Research	March 28	\$179	
CUL216.39	Knife Skills	March 31	\$79	

Education and Teaching

LRN216.45	Developing Hybrid Courses	March 7	\$195	
LRN216.06	Fostering Online Discussion	March 7	\$195	

eMarketing, Social Media and Web

LRN216.16	Content Marketing	March 7	\$195	
LRN216.43	Designing Successful Webinars	March 7	\$195	
LRN216.70	Evernote	March 7	\$195	
LRN216.26	Facebook for Business	March 7	\$245	
LRN216.46	Google Analytics	March 7	\$195	
LRN216.74	Google Apps for Business	March 7	\$195	
TEC216.10	Web Design for the Everyman	March 7	\$495	
LRN216.13	Boosting Your Website Traffic	March 7	\$195	
LRN216.33	Creating Cell Phone Apps for Your Business	March 7	\$245	
LRN216.36	Marketing Using Social Media	March 7	\$195	
LRN216.40	YouTube for Business	March 7	\$245	

Financial Planning and Tax Preparation

FIN216.11	Retirement Planning Today	March 15	\$50	
FIN216.16	Retirement Planning Today	March 24	\$50	

Fitness and Self Improvement

MEDT216.02	Meditation II: Advanced Meditation Techniques	March 8	\$95	
FIP216.21	Intermediate Recreational Tennis	March 14	\$200	
FIT216.01	Personal Fitness Trainer Certification	March 19	\$699	
GOLF216.38	3-Day Golf Camp	March 28	\$140	



Health Services and Medical Technology

MED216.01	Clinical Medical Assistant Program	March 1	\$2,599	
LRN216.76	Spanish for Medical Professionals	March 7	\$145	
MED216.04	Medical Billing and Coding Program	March 15	\$1,899	
MED216.03	Pharmacy Technician Program	March 15	\$1,199	
MED216.02	Physical Therapy Aide Program	March 15	\$999	

History and Humanities

HIS216.03	Richmond's Historic Monuments	March 7	\$75	
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HR Management and Customer Service

LRN216.67	Negotiation: Get What You Want	March 7	\$195	
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Language and Culture Studies

FRN216.01	French - Individual Sessions	March 1	\$450	
ENG216.14	English Language Course - Session B	March 14	\$185	
CLTR216.19	Communication and Public Speaking Weekend	March 18	\$295	

Nonprofit Management and Fundraising

IOP216.PG	Planned Giving Institute	March 14	\$1,750	
IOP216.PG3	Planned Giving Institute-Marketing	March 16	\$385	

Visual and Media Arts

PHT216.01	Photography: Shooting Like a Pro	March 3	\$295	
ART216.14	Blown Glass Easter Eggs	March 14	\$75	
ART216.35	Chain Maille - Vipers Basket Bracele	March 23	\$210	
ART216.10	Orientation to the Hot Glass Studio	March 28	\$210	
ART216.51	Draw Famous Faces	March 30	\$225	

Wedding and Event Planning

DEV216.01	Event Planning Management	March 12	\$225	
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Youth and Family Programs

YTH216.10	Babysitter Training Basics	March 12	\$75	
SHKS216.11	Acting Shakespeare for Young Players	March 19	\$180	
GOLF216.36	Mini-Masters Golf Camp (half-day)	March 28	\$325	
GOLF216.37	Masters Golf Camp(full-day)	March 28	\$595	

APRIL

Career Skills and Planning

AHIT216.01	American Home Inspector Certification	April 1	\$1,795	
LRN216.291	Get Things Done	April 4	\$245	
LRN216.301	Interview Skills	April 4	\$295	
LRN216.31	Advanced Data Analysis	April 4	\$195	
LRN216.181	Introduction to Data Analysis	April 4	\$195	
LRN216.731	Mastering Computer Skills for the Workplace	April 4	\$195	
LRN216.56	Advanced Neuro-Linguistic Programming (NLP)	April 4	\$175	
LRN216.571	Business Writing	April 4	\$195	
LRN216.621	Introduction to Game Design	April 4	\$245	
LRN216.501	Keys to Customer Service	April 4	\$145	

Communications and Writing

LRN216.211	Female Bullying in the Workplace	April 4	\$195	
LRN216.531	Powerful Presentation&Effective Speaking Technique	April 4	\$195	
LRN216.161C	LERN Certificate in Data Analysis	April 4	\$495	
LRN216.601	Growing Your Business with Self Publishing	April 4	\$195	
LRN216.59	Infographics	April 4	\$195	
LRN216.171C	LERN Certificate in Business Writing	April 4	\$495	
LRN216.111C	LERN Certificate in Workplace Communication	April 4	\$595	
LRN216.58	Writing News and Press Releases	April 4	\$195	
LRN216.101C	LERN Certificate in Self Publishing and eBooks	April 4	\$495	
LRN216.61	Marketing eBooks	April 4	\$195	



CRN	Title	Start	Fee	Icon
LRN216.071C	LERN Certificate in Presentation Media	April 4	\$495	
ENG216.02	AP Style for Business Writers	April 5	\$169	
ENG216.03	Writing about Your Travels	April 16	\$99	

Computer Skills and IT Certification

LRN216.10	Graphic Design for Visual Presentations	April 4	\$195	
LRN216.691	How to Setup, Protect & Maintain Your Windows 8 PC	April 4	\$175	
LRN216.081	Prezi	April 4	\$195	
LRN216.421	Introduction to 3-D Printing	April 4	\$195	
LRN216.88	Managing & Marketing Webinars	April 4	\$195	
TEC216.13	Getting More from Microsoft Access	April 11	\$250	
TEC216.01	Introduction to Networking and Security	April 11	\$495	
TEC216.14	Introduction to Adobe Illustrator	April 25	\$250	

Culinary and Food Services

CUL216.40	ServSafe Certification	April 4	\$159	
CUL216.41	ServSafe Re-Certification - TEST ONLY	April 4	\$99	
CUL216.42	Brioche and Pate a Choux	April 5	\$199	
CUL216.43	New England Culinary Classics	April 7	\$99	
CUL216.44	Kids and Parents: Easy, Delicious Italian	April 9	\$69	
CUL216.45	Italian Favorites	April 13	\$99	
CUL216.46	Wine and Dine: Savannah	April 14	\$99	
CUL216.47	Terrific Tacos, Burritos and Quesadillas	April 15	\$99	
CUL216.48	Date Night: Flavors of Morocco	April 19	\$99	
CUL216.49	Gourmet Pub Grub	April 20	\$99	
CUL216.50	Around the Chef's Table: The Entire Delicious Bird	April 21	\$99	
CUL216.51	Spanish Cuisine	April 23	\$179	
CUL216.52	Dishes of Poland	April 25	\$99	
CUL216.53	Heart Healthy Eating	April 28	\$69	
CUL216.54	More Red Wines of the World	April 29	\$79	

Education and Teaching

LRN216.49	The Flipped Classroom	April 4	\$195	
LRN216.78	Using Cell Phones in the Classroom	April 4	\$145	
LRN216.041	Advanced Teaching Online	April 4	\$195	
LRN216.151C	Certified Blended Instructor Program (CBI)	April 4	\$699	
LRN216.141C	LERN Certificate in Blended Instruction	April 4	\$495	

eMarketing, Social Media and Web

LRN216.17	Advanced Inbound Marketing	April 4	\$195	
LRN216.71	Google+	April 4	\$195	
LRN216.721	Instagram for Business	April 4	\$195	
LRN216.011C	LERN Video Marketing Certificate	April 4	\$395	
LRN216.27	LinkedIn for Business	April 4	\$195	
LRN216.471	Podcasting	April 4	\$245	
LRN216.541	Researching Public Records	April 4	\$195	
LRN216.251	Twitter	April 4	\$195	
LRN216.121	Improving Email Promotions	April 4	\$195	
LRN216.061C	LERN eMarketing Essentials Certificate	April 4	\$495	
LRN216.14	Online Advertising	April 4	\$195	
LRN216.34	Advanced Mobile Marketing	April 4	\$245	
LRN216.321	Introduction to Mobile Marketing	April 4	\$195	
LRN216.031C	LERN Mobile Marketing Certificate	April 4	\$595	
LRN216.041C	LERN Managing Social Media Platforms Certificate	April 4	\$495	
LRN216.37	Integrating Social Media in Your Organization	April 4	\$195	
LRN216.351	Introduction to Social Media	April 4	\$195	
LRN216.021C	LERN Social Media for Business Certificate	April 4	\$495	
LRN216.391	Video Marketing	April 4	\$245	

**Environment and Sustainability**

LRN216.41	Embracing Sustainability in the Workplace	April 4	\$195	
LRN216.981	LEED AP+ Building Design and Construction	April 6	\$795	
LRN216.971	LEED v4 Accredited Professional for Existing Build	April 6	\$795	
LRN216.961	LEED v4 Green Associate Exam Prep & Study Group	April 6	\$695	

Fitness and Self Improvement

GOLF216.30	Golf - Made fun and easy - Adult Beginner	April 2	\$120	
LRN216.75	Stress Management	April 4	\$145	
CPR216.02	First Aid and CPR (of Children/Infants)	April 16	\$75	
FSIM216.04	Mental Practice for Performance	April 18	\$75	
GOL216.32	Golf - Adult Beginner Plus	April 18	\$175	
GOLF216.34	Golf - From Tee to Green - Adults	April 24	\$175	
GOLF216.33	Golf - Made fun and easy - Adult Beginner	April 27	\$120	
GOLF216.70	Golf - Adult Intermediate	April 28	\$120	
GOLF216.31	Golf - Made fun and easy - Adult Beginner	April 30	\$120	
GOLF216.22	Golf Rookie Program	April 30	\$135	

Health Services and Medical Technology

LRN216.231	Dementia for Family Care Givers	April 4	\$149	
LRN216.241	Success with Aging Parents	April 4	\$149	
LRN216.77	Spanish for Medical Professionals II	April 4	\$145	
LRN216.221	Dementia Care	April 6	\$495	

HR Management and Customer Service

LRN216.281	Onboarding New Employees	April 4	\$195	
LRN216.661	Conflict Management	April 4	\$245	
LRN216.68	Using Personality Profiles for Better Work Perform	April 4	\$295	
LRN216.091C	LERN Certificate in Customer Service	April 4	\$245	
LRN216.381	Supervisory and Leadership Certificate	April 4	\$395	

Interior Decorating and Organization

INT216.03	Starting and Building Interior Decorating Business	April 10	\$169	
INT216.02	Budget Setting and Record Keeping	April 24	\$139	

Language and Culture Studies

SPN216.05	Spanish - Club de Lectura	April 7	\$75	
CLTR216.16	Art Weekend - Henri Matisse	April 22	\$295	

Test Preparation

TOEFL216.02	TOEFL Preparation Saturday Course	April 2	\$85	
STEPS216.05	SAT Prep English Focus	April 23	\$125	
STEPS216.02	SAT Prep Weekend Workshop	April 30	\$215	

Visual and Media Arts



















ART216.33	Fused Glass Jewelry	April 6	\$175	
ART216.15	Glass Flowers	April 11	\$105	

Youth and Family Programs

ETQ216.02	Youth Etiquette Academy	April 10	\$95	
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MAY**Career Skills and Planning**

LRN216.511	Creative Problem Solving	May 2	\$195	
LRN216.651	Career Prep	May 2	\$195	
LRN216.191	Intermediate Data Analysis	May 2	\$195	
LRN216.641	Neuro-Linguistic Programming (NLP) Fundamentals	May 2	\$175	
LRN216.991	Extraordinary Customer Service	May 2	\$145	
LRN216.121C	LERN Certificate in Designing Webinars	May 2	\$345	
COM216.02	Marketing 911: Marketing Through Defining Moments	May 13	\$99	

CRN	Title	Start	Fee	
Communications and Writing				
LRN216.201	Effective Copywriting	May 2	\$195	
LRN216.481	Self Publishing eBooks	May 2	\$195	
Computer Skills and IT Certification				
LRN216.091	Photoshop for Presentations	May 2	\$195	
TEC216.02	Securing your Enterprise	May 9	\$495	
Culinary and Food Services				
CUL216.55	Marketing and Social Media	May 3	\$89	
CUL216.56	Fresh Catch Virginia	May 4	\$99	
CUL216.57	Wine and Dine: Northern Mediterranean Vegetarian	May 6	\$99	
CUL216.58	Stocks and Sauces	May 9	\$199	
CUL216.59	Vegetarian Workshop	May 10	\$199	
CUL216.60	Going Local, Sustainable and Seasonal	May 12	\$99	
CUL216.61	Local Brews Tour and Tasting	May 13	\$99	
CUL216.62	Healthy Sauces	May 16	\$99	
CUL216.63	Legumes and Other Super Foods	May 18	\$99	
CUL216.64	Date Night: Flavors of Persia	May 20	\$99	
CUL216.65	Teens and Parents Cooking: Desserts Made Simple	May 21	\$69	
CUL216.66	Local Cooking 101	May 23	\$99	
CUL216.67	Food Labeling/Analysis & Menu Planning	May 24	\$179	
CUL216.68	Best of Virginia Wines	May 25	\$79	
CUL216.69	Dining Room Operations	May 26	\$89	
Education and Teaching				
LRN216.451	Developing Hybrid Courses	May 2	\$195	
LRN216.051	Designing Online Instruction	May 9	\$195	
eMarketing, Social Media and Web				
LRN216.431	Designing Successful Webinars	May 2	\$195	
LRN216.701	Evernote	May 2	\$195	
LRN216.261	Facebook for Business	May 2	\$245	
LRN216.461	Google Analytics	May 2	\$195	
LRN216.741	Google Apps for Business	May 2	\$195	
LRN216.181C	LERN Certificate in Google Tools	May 2	\$495	
LRN216.131	Boosting Your Website Traffic	May 2	\$195	
LRN216.331	Creating Cell Phone Apps for Your Business	May 2	\$245	
LRN216.361	Marketing Using Social Media	May 2	\$195	
LRN216.401	YouTube for Business	May 2	\$245	
Financial Planning and Tax Preparation				
FIN216.15	Retirement Planning Today	May 12	\$50	
FIN216.10	Retirement Planning Today	May 17	\$50	
Fitness and Self Improvement				
GOLF216.35	Golf - From Tee to Green - Adult/Youth	May 15	\$175	
GOLF216.20	Golf - Pee Wee Clinic	May 21	\$110	
GOLF216.33	Golf - Adult Beginner Plus	May 23	\$175	
GOLF216.21	Golf - Pee Wee Clinic	May 23	\$110	
GOLF216.32	Golf - Made fun and easy - Adult Beginner	May 25	\$120	
GOLF216.71	Golf - Adult Intermediate	May 26	\$120	
Health Services and Medical Technology				
LRN216.761	Spanish for Medical Professionals	May 2	\$145	
HR Management and Customer Service				
LRN216.671	Negotiation: Get What You Want	May 2	\$195	
Interior Decorating and Organization				
INT216.06	Interior Design Process Revealed	May 2	\$350	
INT216.01	Home Staging for the Richmond Area	May 7	\$159	

CRN

Title



Start

Fee



Language and Culture Studies

CLTR216.12 Professional and Social Etiquette

May 28

\$85

Nonprofit Management and Fundraising

IOP216.GW Grant Writing & Management Institute

May 9

\$1,650

Test Preparation

STEPSP216.01 PSAT Prep

May 15

\$55

Visual and Media Arts

ART216.34 Chain Maille - Turkish Roundmaille Bracelet

May 4

\$225

Youth and Family Programs

YTH216.11 Babysitter Training Basics

May 14

\$75

New Year, new you!

As the calendar turns to 2016, we hope you'll find a wealth of ways to fulfill your resolutions at the University of Richmond.

Explore professional development opportunities such as Web Design for the Everyman, one-day workshops like Digital Advertising and Marketing, or our new Network Security Certificate.

Or turn over a new leaf and dig into the Richmond area's first permaculture design certificate. As a holistic ecological design system, this cutting-edge field includes food production that mimics the natural ecosystems found in forests.

Expand your personal horizons with the Literature of Virginia, Blown Glass Easter Eggs, two Shakespeare courses for the whole family, and new chances to gather Around the Chef's Table. From Art to History to Youth programs, something is sure to spark your spirit this spring.

So step up, look inside, and discover a new you!

THINK AGAIN