2017 SUMMER SEMESTER COMMUNITY COURSE GUIDE

Social Media Marketing Strategy for Small Businesses
NEW! Social media is absolutely essential for marketing exposure, brand awareness and revenue growth. These channels often present easy, inexpensive, effective and near instantaneous mechanisms to spread the word about your small business. Unlike traditional marketing, social media requires a different and varied approach. Our session covers the fundamentals as well as how to leverage these outlets to accomplish your strategic goals. Key elements include audience building, content development, brand promotion, website traffic management and customer engagement. The course will focus primarily on the three most popular social networking websites: Facebook, Linked In, Twitter.
Saturday July 22nd
154 Lowder Hall
10:30 AM – 1:30 PM
Dr. Courtney Teague
$59

Calligraphy: Modern Brush Lettering
NEW! This class introduces the elegant art of hand lettering and provides a great opportunity for maintenance and review for previous students as well. Participants will learn and practice the rules of letter construction, spacing, and flourishes, as well as how to develop skills through the use of tools, materials, and techniques. Finding the best pens, inks, and papers to use will be discussed, as will the practical uses for calligraphy and good reference books.
Saturday July 22nd
328 O.D. Smith Hall
1:00 – 4:00 PM
Kalli Kenney
$49

Common Sense Wisdom: Being Your Own Career and Life Coach
NEW! A little common sense wisdom goes a long way in helping to understand life transitions, challenges and changes either planned or unplanned that all must face from time to time. The goal of this workshop is to provide the tools and resources providing motivation and empowerment to become your own career or life coach, leading yourself and those around you through life’s challenges, setbacks, and successes. This 2-hour workshop will guide you through the 6 key elements of success according to Pepper De Callier, world renowned author, award winning consultant, and founder of Prague Leadership Institute. You may bring one additional family member to this class for no additional charge.
Thursday August 10th
328 O.D. Smith Hall
5:30 – 7:30 PM
Rebecca Masic
$29

Take Home Dog Training Techniques: Introductory Needs Assessment
NEW! This class will begin to teach you how to properly train, speak, and understand your dog. This class is being offered for the instructor to evaluate the needs of your particular animal and to conduct a dog personality test to see if your dog has the temperament to benefit from the full course. Those enrolling in the full course after attending this course are eligible for a repeat discount. Please call 334-844-3100 to receive a discount off the full course.
Saturday June 24th
Kiesel Park Main Entrance
10:00 – 11:00 AM
Holly Davis
$19

Take Home Dog Training Techniques
NEW! This class will teach you how to properly train, speak, and understand your dog. In this Take-Home Dog Training Techniques class, you will learn how to teach your dog to sit, lay down, stay, recall, heel, drop it and leave it. Throughout this class you will also learn about dog body language and how to “read” what your dog is telling you. You will also learn the importance of playing with your dog and how the tone of your voice can affect your dog.
Saturdays July 8th – August 12th
Kiesel Park Main Entrance
10:00 – 11:00 AM
Holly Davis
$59

Application Methods of Essential Oils
NEW! Do you know the many ways to apply and use essential oils? Experience a variety of uses and methods of application in this hands-on workshop. Topics covered include: basic dilution, hot and cold compresses, roller bottles, lotions, sprays, inhalers, diffusion, and, for those who desire to use oils internally, the safest methods for doing so.
Monday August 7th
328 O.D. Smith Hall
6:00 – 8:00 PM
Laura Weldon
$29

Bullet Journaling
NEW! The Bullet Journal was developed by digital product designer Ryder Carroll, as an “analog” method of keeping hold of the reigns of life. Today the BuJo has become wildly popular. The Bullet Journal format encourages mindful decision-making about our tasks, and keeps all of the threads of your life in one slim book. In this two-hour workshop, you will get started with this infinitely adaptable and customizable tool. Supply fee includes: basic dilution, hot and cold compresses, roller bottles, lotions, sprays, inhalers, diffusion, and, for those who desire to use oils internally, the safest methods for doing so.
Monday August 14th
328 O.D. Smith Hall
6:00 – 8:00 PM
Laura Weldon
$39

Essential Oil Safety
NEW! There is a lot of conflicting information out there about how to safely use essential oils. Some people are very permissive, believing that authentic, pure essential oils are inherently safe in almost all situations, but what about stories of essential oil use gone wrong? We’ll uncover the truth as we discuss an evidence-based, common sense approach to the safe use of essential oils in this two-hour workshop.
Monday August 7th
328 O.D. Smith Hall
6:00 – 8:00 PM
Laura Weldon
$29

AU COLLEGIATE BOOTCAMP
June 4-9
www.auburn.edu/summercamps

GLOBAL YOUTH CAMP
June 12-16
www.auburn.edu/summercamps

CAMP C.H.E.W.
June 18-23
www.auburn.edu/summercamps

Follow us!  @AUCmtyCourses

REGISTER NOW!  www.auburn.edu/cconline  334-844-5100
TEST PREPARATION

ACT Summer Institute (Classroom)/ACT Blitz Courses (Online Only)
Auburn University's Test Prep Summer Institutes offer comprehensive preparation for the ACT. Our Summer Institutes are intensive test prep programs that provide students with the tools they need to prepare for and succeed on the ACT. They provide 20 hours of classroom instruction in a condensed one-week format, convenient for students seeking to develop essential test-taking tools during the summer—a time of year during which students have more free time to practice. Students receive in-depth review of the exam content, strategies for improving their scores, and a comprehensive study plan. Students have access to online office hours and practice material even after they leave the classroom, so they maintain their skills leading up to test day.

ACT Summer Institute Session I (Classroom)
Monday – Thursday July 10th to July 17th
3182 Haley Center
9:00 AM – 3:00 PM (CST) $499
ACT Blitz (Online)
Tuesdays and Thursdays May 16th to June 8th
5:00 – 7:00 PM (CST) $499
SAT Live – Online Blitz
Tuesdays and Thursdays May 9th to June 1st
5:00 – 7:00 PM (CST) $499

GRE Test Preparation Courses (Online and Classroom)
Seeking a graduate degree? The GRE revised General Test measures critical thinking, analytical writing, verbal reasoning, and quantitative reasoning skills that have been acquired over a long period of time and that are not related to any specific field of study. The GRE is required for a large variety of master's degree and doctoral degree programs. Master's in Education (ME), Social Work (HSW), Nurse Practitioner (NP), Business, and Public Administration programs often require or accept the GRE exam.

GRE Test Preparation Course (Classroom)
Tuesdays and Thursdays June 6th to June 29th
3182 Haley Center
GMAT Test Preparation Courses (Online only)
Considering an MBA? Let us help you get into the program of your choice. The GMAT is the preferred exam for many top-ranking full-time and part-time MBA programs. Our professional instructors will help you understand each section of the GMAT, dissect each item type, and develop a comprehensive plan for test day success.

GMAT Test Preparation Course (Online)
Monday and Wednesdays July 12th to August 7th (Session I) 6:00 – 9:00 PM (CST, Online) $749

MEDICAL/DENTAL CAREER PREPARATION

Clinical Medical Assistant Program
This program is intended for students who want to prepare for an exciting, challenging and rewarding career in healthcare. Students are trained to assist physicians by performing functions related to the clinical responsibilities of a medical office. Instruction includes preparing patients for examination and treatment, routine laboratory procedures, diagnostic testing, technical aspects of phlebotomy and the cardiac life cycle. Students will review important topics including phlebotomy, pharmacology, the proper use and administration of medications, taking and documenting vital signs, cardiology including proper lead placements, a professional workplace behavior, ethics and the legal aspects of healthcare. This program includes 140 hours of classroom lecture and hands on labs and a 160-hour clinical externship opportunity at a local healthcare provider. To be eligible for the clinical rotation, students must successfully complete the 140-hour program, submit to a thorough background check, drug screening and meet other requirements.

Dental Assisting Program
The 60-hour Dental Assisting Program prepares students for entry-level positions in one of the fastest growing health care positions – Dental Assisting. The purpose of this course is to familiarize the student with all areas of pre-clinical dental assisting and provide training in the professional skills required to function as an assistant in the dental practice. This course covers the following key areas and topics – Administrative Aspects: the history of dentistry and dental assisting, introduction to the dental office; the legal aspects of dentistry; policies and guidelines. Clinical Aspects: introduction to oral anatomy; dental operative; dental equipment, introduction to tooth structure; primary and permanent teeth; the oral cavity and related structures; proper patient positioning; dental hand-pieces; sterilization; and other areas. In addition to entry-level administrative jobs, this course is ideal for students interested in pursuing a future formal Dental Hygienist program.

Medical Billing and Coding Program
This combined 80-hour billing and coding course offers the skills needed to solve insurance billing problems, file claims manually (using the CPT and ICD-10CM, ICD-10PCS, and or the ICD-9 manual), complete common insurance forms, trace delinquent claims, appeal denied claims, and use generic forms to streamline billing procedures. The course covers the following areas: CPT (Introduction, Guidelines, Evaluation and Management), specialty fields (such as surgery, radiology and laboratory), ICD-10 and ICD-9 (Introduction and Guidelines) and basic claims processes for medical insurance and third party reimbursements. Students will learn how to find the service and codes using manuals, (CPT, ICD-10CM/PCS or ICD-9). Mondays and Wednesdays June 4th to August 10th Times vary, please call 334-844-5100 for class and times

LEGAL/CAREER PREPARATION

Paralegal Certificate Course
This intensive, nationally acclaimed program is designed for beginning, as well as advanced legal workers. Training includes instruction on how to assist trial attorneys, interview witnesses, investigate complex fact patterns, research the law, and assist in preparing cases for courtroom litigation. Instruction is practice-oriented and relates to those areas of the law in which paralegals are most in demand. There are no prerequisites other than a high school diploma or GED, but students must be prepared to complete a significant amount of homework each week. This program can help students increase their office's efficiency, productivity, and billable hours as well as learn new marketable job skills. The required books for this class are sold separately and the approximate cost is $450.

Ace Your Interview) Basic Interview Techniques and Strategies
Reduced Price! Nervous about an upcoming interview? Relax, and join us for Ace Your Interview. Discover powerful techniques and strategies that will keep you calm during even the toughest interview. Learn to prepare for the interview, build rapport with interviewers, interpret non-verbal language, manage difficult questions, follow up like a pro, and much more!

The Fine Art of Networking
Reduced Price! Do you feel awkward or panicky when faced with the prospect of cultivating new contacts? Discover how to approach the process with ease and get more out of your networking practice. The techniques you will learn yield consistent and reliable results and include networking preparation, making the first move, building rapport, leaving the conversation (even when it's great!), and how to follow-up – the key to effective networking.

Plan to Succeed with Time to Spare
Planning and Time Management
Reduced Price! If you're overwhelmed or always cutting it close, learn to get ahead of the game and manage your time like a champ. Create a framework and time management system that works for your unique situation, and discover techniques that you can use immediately to establish and prioritize goals, focus amid distractions, create workable timelines, develop benchmarks, and enjoy downtime.

ServSafe® Laugh and Learn
NEW! This unique food safety presentation is designed with the fun foodservice professional in mind. A five-hour fast paced comprehensive presentation will have you laughing while you learn. Taking this course will prepare you for taking the ServSafe® Food Protection Manager Certification exam at the conclusion of our class. Concepts included in training will cover all aspects of keeping food safe throughout the entire flow of food. Wednesday August 9th
5:30 – 8:30 PM
Nancy Tilton Hand $49

ServSafe® Food Preparation and Service
NEW! This unique food safety presentation is designed with the fun foodservice professional in mind. A five-hour fast paced comprehensive presentation will have you laughing while you learn. Taking this course will prepare you for taking the ServSafe® Food Protection Manager Certification exam at the conclusion of our class. Concepts included in training will cover all aspects of keeping food safe throughout the entire flow of food. Wednesday August 9th
5:30 – 8:30 PM
Nancy Tilton Hand $49

ServSafe® Laugh and Learn
NEW! This unique food safety presentation is designed with the fun foodservice professional in mind. A five-hour fast paced comprehensive presentation will have you laughing while you learn. Taking this course will prepare you for taking the ServSafe® Food Protection Manager Certification exam at the conclusion of our class. Concepts included in training will cover all aspects of keeping food safe throughout the entire flow of food. Wednesday August 9th
5:30 – 8:30 PM
Nancy Tilton Hand $49
**CREATIVE ARTS**

**Advanced Floral Design**
Learn the basics of choosing and arranging flowers for weddings and other special occasions. The first class will be used for students to choose a project tailored to their needs. Tips will be given for stretching the flower budget and the different stages of planning for a wedding or special event. Participants will also learn how to choose and use silk flowers to make arrangements and embellishments. Learn techniques for making corsages, boutonnieres, and bows. After several practice sessions, you will be surprised what you can accomplish by the end of class! A list of materials for each class will be provided during the first class. Some knowledge and expertise in basic floral design will be helpful, but not a requirement to take this course.

**Fly Fishing**
Fly fishing is perhaps the most intriguing segment of sport angling. Explore fly fishing for local warm water species, stream and lake cooler water species, and salt water. Practice fly selection, knot tying, fly casting, fish finding, fly presentation, and fish fighting. Acquire new skills in the classroom and apply them on the water during the last class. Students 13 years of age and older are welcome (ages 18 and under must be accompanied by a parent). Course is led by a professional fly fishing guide/instructor who is a Federation of Fly Fishers Certified Casting Instructor. Materials provided.

**Introductory Music Workshops**
NEW! Instruments can be a large investment for the uncertain novice. Try before you buy in these preview courses for prospective musicians or parents looking to introduce the world of music to a beginner student. Students 18 or under must be accompanied by a parent or guardian. Sign-up as a family for a special rate or attend 2 workshops and get a 3rd for free.

**Bread Making Basics**
NEW! Learn secret baking tips to start perfecting your own homemade bread. Bread making can be a complicated process with many variables, where minor mistakes can lead to a poor result. Come learn techniques from an expert bread baker who has perfected her recipe over the years. Each student will take home a loaf to bake. Sign-up early! Each class is limited to 5 students.

**Container Gardening**
Planting season is just around the corner! Discover the art of growing shrubs, annuals, perennials, bulbs, and vegetables in containers. Learn about the variety of available containers and how to use your own with proper plant and fertilizer mixes. Combine plants of different types and add tréllises for a unique container garden of your own.

**Drawing Crash Course**
This half-day drawing workshop will open your eyes to a new way of seeing the world around you as you discover the skill of observation. Learn how the act of drawing can become a time of meditation. Explore traditional approaches to drawing; understand the difference between viewpoint and focal point, the importance of shading to create the illusion of depth, and use basic shapes to construct a complex subject. Materials provided; no previous drawing skills necessary.

**Photoshot: Getting the Picture You Want From the Picture You Took**
Make your digital photos better with this introduction to Adobe Photoshop tools. In this hands-on class, you’ll work on Adobe’s CS5 platform to learn how to remove red eye, fix scratches, adjust exposure and color, re-touch and resize your pictures, create collages, and design your own photo greeting cards and announcements. Basic computer skills required. Course resources can be found at www.shortcourses.com/store/pscss.html.

**Watercolor Crash Courses**
This half-day workshop for beginners requires no drawing or painting skills. Led by an experienced watercolorist, you’ll get to work mixing colors and applying basic watercolor techniques on an original drawing created for you. In just a few hours you will create your very own painting to take home. You can expect plenty of individual attention and instructor-led demonstrations will walk you step-by-step through the entire painting process. You will be amazed what you can accomplish! Materials provided.

**Near/Returning Fall Courses!**
Look for the following courses to return in early September! Please call 334-844-3100 for more information or to be added to a fall wait-list.

- Pottery Techniques and Skills
- Pine Needle Basketry
- Writing Short Stories

**Request a Course!**
Don’t see a course here that you would like us to offer? Let us know! Please contact Mark Lipscomb (mark.lipscomb@auburn.edu or 334-844-3100) to request a course or recommend an instructor.
PERSONAL ENRICHMENT

American Sign Language I
Begin signing in a conversational way in this introductory course to American Sign Language (ASL). Discover the ASL alphabet, numbers, people, places, and everyday vocabulary related to emotions, foods, colors, time and calendars. Participants will learn sentence structure and techniques required to comfortably express and receive messages in American Sign Language.
Tuesdays
May 23rd to June 27th
5:30 - 7:30 PM
O.D. Smith Hall 328
Benje Estes
$89

American Sign Language II
This follow-up course to ASL Level I is designed to cover more advanced conversation skills. Students will be encouraged to communicate in a more abstract way, consider the environment outside of the classroom, and master a higher level of signing by describing both past and present events.
Tuesdays
July 11th to August 15th
5:30 - 7:30 PM
O.D. Smith Hall 328
Benje Estes
$79

Basic Conversational Spanish
Gain an introductory knowledge of the Spanish language by learning basic vocabulary, pronunciation, verb tense, and sentence structure. Use everyday words and phrases to begin conversing in the language spoken by millions of people around the world. The class includes basic listening, writing and speaking activities and uses basic technology to help enhance your learning.
Thursdays
July 13th to August 3rd
5:30 – 8:00 PM
O.D. Smith Hall 328
David Gregory
$69

Intermediate Conversational Spanish
This course will build upon lessons and concepts learned in Basic Conversational Spanish. You will learn intermediate concepts in Spanish and strategies for enhancing your conversational abilities. The class will include intermediate listening, writing and speaking activities. We will use some basic technology to help enhance your learning. Your instructor, David Gregory, has taught Spanish at Smith's Station High School for eleven years.
Thursdays
August 17th to September 7th
5:30 – 8:30 PM
O.D. Smith Hall 328
David Gregory
$79

Driver’s Education (2 offerings)
Develop confidence and skill as a new driver through discussions of driving related topics such as orientation to the vehicle, traffic laws, street driving, and vehicle efficiency. This course is designed to meet the requirements for driver education instruction as defined by the Alabama Department of Education, including Boating Safety.
Mondays
June 5th and 12th
1:00 – 2:30 PM
June 9th – 15th
Drive Times Vary
July 24th & 31st
1:00 – 2:30 PM
Drive Times Vary
July 24th to August 3rd
O.D. Smith Hall
Erik Speakman
$199

Belly Dancing
Returning Fall of 2017! In this beginner-level course, we will break down the foundational moves of Middle Eastern dance and learn to string them together with grace and fluidity to create fun, dynamic combinations. From slow, goopy torso moves to sharp hip accents and traveling steps, this course will have you dancing in no time, regardless of previous dance experience. Please call 334-844-3100 for additional information about this course.

Dancing: East Coast Swing
NEW! Updated Format and Lesson Plans! This five-week class will feature East Coast Swing for couples. Originally called the ballroom triple swing, this dance is a high energy, fast moving dance with lots of spins and turns - all in colorful interactive patterns. It is the most danced of any dances at social dances. The East Coast Swing almost always stimulates a little finger snapping, hand clapping and toe tapping action. You must register as a couple for this class. Call 334-844-5100 to register.

Dancing: Foxtrot and Rumba
NEW! Updated Format and Lesson Plans! This five-week class will feature the Foxtrot and Rumba for couples. The Foxtrot is one of the smoothest of the American smooth dances. Upright posture and flowing patterns makes this dance perfect for smooth ballads at modest speed music. This dance is consistently danced at social dances. The Rumba, while a Latin dance, is smooth and slow, but with Latin motion. Basic structure is a box, similar to waltz, but the contrast of the snap quick fast body movements with the stretching out of the slow body movements, make this fun to do and fun to watch.

Dancing: Waltz and Cha Cha
NEW! Updated Format and Lesson Plans! This five-week class will feature the Waltz and Cha-Cha for couples. The Waltz is everybody’s favorite “slow” and romantic dance. Done in three-quarter time, this dance provides for easy turns and movement in box and progressive patterns. This is a favorite dance at weddings, special events and at regular social dances. Cha-Cha is one of the spicier of the Latin dances. The structure of the dance allows great freedom in body motion i.e.-Latin motion, and color and flair in turns and spins. It is one of the favorite “fours” at social dances. You must register as a couple for this class. Call 334-844-5100 to register.

Handgun Safety Classes
Learn the rules of safe gun handling/shooting; fundamentals of marksmanship; and laws pertaining to ownership, transportation, and use of handguns facilitated by the Lee County Sheriff’s Office. You must bring proof that you are at least 21 years of age. *Fee covers hearing protection, eye protection and range charges. If you are considering a firearm purchase, information on permits will be provided as part of the course. Those who do not have firearms are not required to purchase them before the class. Information about purchasing these items, including a discussion of the type of handgun for your particular needs, will be provided. If you already have a firearm, please bring permit. You do not need a gun or permit for this class.

Knowledge is Power: Medicare 101
Medicare can be challenging and its choices today have become even more complicated. Deciding how to receive your Medicare benefits will change your overall health insurance portfolio, giving you more complex choices to make. Making sense of Medicare and its parts is the first step. This course will help you decipher the Medicare alphabet. Discuss what is covered under Medicare Part A and Part B; and be able to confidently cover hearing protection, eye protection and range costs. If you are considering a firearm purchase, information on permits will be provided as part of the course. Those who do not have firearms are not required to purchase them before the class. Information about purchasing these items, including a discussion of the type of handgun for your particular needs, will be provided. If you already have a firearm, please bring permit. You do not need a gun or permit for this class.

Water Aerobics (Low-Impact Conditioning)
Shallow water or deep water workout! This program is good for the aerobic enthusiast or for those beginning a water rehabilitation regimen. Flotation equipment is available for participation in deep water. Non-swimmers are welcome and should find that they are quite confident with flotation equipment.

Baby & Mommy School
Learning to drive under the supervision of an experienced driver. Emphasis will be placed on the fundamentals of safe and efficient driving.

7th Annual ANTI BULLYING SUMMIT
hosted by Auburn University
June 21-22, 2017
www.auburn.edu/antibullying