GET SKILLS THAT GET JOBS!

See inside for classes in Personal Enrichment and Prime Time Class for active seniors.

Visit greenriver.edu/ce
The Green River College Small Business Center (SBC) helps any business, at any stage, in any industry, reach the next level of success. We provide one-on-one, no cost business advising to business owners as well as low cost small business classes to the community. We also provide no cost government contracting assistance to business owners.

Schedule an appointment with one of our business or government contracting advisors today! Call 253-833-9111, ext. 6260.

Visit us online at greenriver.edu/sbc

Partially funded by the SBA and local Cities.
Stay Relevant with Continuing Education This Fall

Continuing Education non-credit courses are for professional Continuing Education, job training and personal enrichment. These are self-supporting courses, not supported by tax funds. Classes are held at a variety of locations. Continuing Education Units (CEUs) are available for most classes. Every effort was made to print an accurate schedule. However due to the ongoing situation with COVID-19 our classes may have changed since printing this schedule. We encourage you to visit our website for the most current information. Greenriver.edu/ce.

EASY WAYS TO REGISTER

REGISTER AND PAY ONLINE
greenriver.edu/ce

PHONE
Auburn Campus  253-333-6030
Auburn Center  253-288-3455
Kent Campus  253-520-6290
Enumclaw Campus  253-288-3400

LOCATIONS
Email ce@greenriver.edu, or call to register and pay in person at:

Main Auburn Campus
Continuing Education | WT Building
12401 SE 320th Street
Auburn, WA 98092

Auburn Center
1221 D Street NE
Auburn, WA 98002

Kent Campus
417 Ramsay Way, Suite 112
Kent, WA 98032

Enumclaw Campus
1414 Griffth Avenue
Enumclaw, WA 98022

Use your Visa, MasterCard, AmEx or Discover card for phone, online, and in-person registration.

HOURS

Main Auburn Campus: Monday–Thursday 9:00AM–5:00PM
Auburn Center: Monday–Thursday 7:30AM–8:00PM
Kent Campus: Monday–Thursday 7:30AM–8:00PM
Enumclaw Campus: Monday–Thursday 8:00AM–8:00PM

Prime Time ......................................................4
Professional Development ..................................6
  Business and Finance ......................................6
  Career and Trade Skills ..................................6
  Communication and Professional Excellence ........6
  Health Care ..................................................7
  Human Resources .........................................7-8
  Leadership and Supervision ............................8-10
  Marketing, Sales and Social Media ....................10
  Project Management .....................................10-11
  Real Estate ....................................................11
  Small Business Development ..........................11-12

Technology .....................................................12
  Data Science .................................................12
  Microsoft ......................................................12-14
  Programming ...............................................14
  SQL Server ...................................................14-15
  Web and Graphic Design .................................15-16

Online Learning .................................................16

Personal Interest ..............................................18
  Creative Arts and Crafts ..................................18-19
  Home, Garden and Outdoors ............................19-22
  Language and Culture ....................................22
  Money Matters ...............................................22
  Music and Voice ............................................22
  Writing .........................................................23

Location Information ......................................25-26

CLASS TYPE DEFINITION

As you view the class schedule, you’ll see classes are designated in one of three ways: virtual, hybrid/virtual, or online. The following definitions explain how each type of course will be delivered:

• VIRTUAL: Class will meet online at the time listed in the class schedule. For example, if your class begins at 9 a.m. in the class schedule, then it will begin at 9 a.m. on Zoom. You will be attending the class at the same time as your classmates, just as you would on campus.

• HYBRID/VIRTUAL: Part of the class will be held online without a set time to attend. The other part will occur at the time listed in a virtual format (e.g. Zoom).

• ONLINE: The entire class will be held online without a set time to attend. The class will still have assignment deadlines and due dates.

Payment is due upon registration. If you withdraw less than three business days before your first class, do not attend, or stop attending, you will not receive a refund. A full refund is given if the college cancels a class. Questions? Contact us at 253-833-9111, ext. 2535.
Prime Time is a program for active adult learners ages 55 and older. The yearly membership fee of $55 entitles members to a discount on Prime Time and Continuing Education classes and special invitations to campus events. Join us and enjoy stimulating, intellectual, short-term classes and tours! Non-members are also welcome to participate.

Prime Time Kick-Off: Dorothy Wilhelm Presents How To Stay On Top When The World Turns Upside Down

September 14 (11:00AM - 1:00PM) Register for Free (38303)
Kent Station Rm 282

How can we stay comparatively sane in these high anxiety, high tension days? Northwest author, media personality and humorist, Dorothy Wilhelm shares her secret - a handful of practical, workable, and frequently funny strategies. At 88, Dorothy is having the time of her life, starting a new business and learning new skills. She’ll share her Secret Five things to remember when the world turns upside down.

Mud Mountain and A History of the Rivers

September 2 (9:00 - 11:00AM) Member $29 (38289)
Auburn Center Rm 230 General Public $44 (38290)

Join the two Mud Mountain Park Rangers in a historical follow up to the Logjam Wars, with an in depth look at the Mud Mountain Dam, a history of the rivers that made it necessary, and how those rivers shaped and reshaped communities, economies and the very landscape. Speakers will explore the funding, construction, modern day challenges and opportunities the Mud Mountain Dam continues to provide today, as well as how the rivers continue to interact with their surrounding communities, and landscape.

The Logjam Wars

September 20 (9:00 - 11:00AM) Richard Elfers Member $29 (38284)
Auburn Center Rm 230 General Public $44 (38287)

The waters of the White River, which usually flowed into the Green, changed course due to a terrific logjam in the 1890s, and flowed into the Puyallup River via the Stuck. This riverbed change began a series of logjam wars, where residents of the Puyallup and White River Valleys, would alternately dynamite the logjams and change the course of the river to avoid being flooded. These wars eventually caused the building of Mud Mountain Dam.
Heather Cornelius, Pacific Northwest Ceramic Artist

October 6 (1:00 - 2:30PM)  
Auburn Center 230  
2021 Greater Tacoma Community Foundation Award, and People’s Choice winner Heather Cornelius will discuss the roots of her art as a ceramicist and her experience winning a residency with the Museum of Glass. Heather will delve into the doors that opened for her as a result of such success just a few short months before the pandemic changed our landscape. In a candid artist talk you will learn how her rising success collided with a global health crisis and how it shaped her experience and her art.

A Post Midterm Election Analysis

November 3 (9:00 - 11:00AM) Richard Elfers  
Auburn Center 230  
Last June 7th, I made some predictions about the 2022 midterm elections. Now, I get to share with you how accurate I was. We can discuss the trends and lessons we can gain from the election. What will the future hold politically for the United States? What can we expect?

Museum of Glass Tea & Tour

November 3 (9:15AM-12PM)  
Member Rate: $55 (38298)  
General Public: $74 (38299)  
Enjoy a Day at the Tacoma Museum of Glass with a docent lead tour of the gallery, time in the hot shop, and finish in the education studio where you will enjoy a craft project paired with tea and cookies.

The Search for Queer Representation in Rock ‘n’ Roll Music

November 29 (5:30PM-7:30PM)  
Auburn Center 230  
Member Rate: $29.00 (39409)  
General Public Rate: $44.00 (39410)  
We’ll spend time with some of our favorite queer music icons like Freddie Mercury and Elton John, meet some people you may not have heard of before like Jackie Shane and Laura Jane Grace, and get to know the up-and-coming rock stars of today and tomorrow. Many people in the LGBTQ community have sought solace in music for as long as humans have been around and we’ll see, how even though it may seem that the number of LGBTQ music stars has risen as acceptance of LGBTQ people has risen, the truth is that we’ve always been here.

United States? What can we expect?

Prime Time Members:

We are looking for volunteers to assist in all programs. If you are interested in volunteering, please contact us at ce@greenriver.edu. You will receive a 10% discount on a future class.
Professional Development

**BUSINESS AND FINANCE**

**Accounting and Finance for Non-Financial Managers Certificate**

Explore the financial concepts and accounting processes used in most businesses, and gain practical techniques to increase your effectiveness. Topics include the accounting cycle; resource allocation; financial performance; cash flow; the importance of cash; your role in cash flow success; financial information that drives your organization; and how business reports are assessed and analyzed. Certificate includes three month-long courses. Fee $495.

Item: Y465 Sep 6–Nov 26 ONLINE
Visit greenriver.edu/ceOnline for course details.

**Bookkeeping Certificate**

Get the knowledge you need to measure and manage the financial health of your business. Whether you are an entrepreneur, running a family business or just looking to advance your career, this program will help you understand how the bookkeeping process works and how to complete the accounting cycle accurately and in a timely fashion. This program focuses on cash basis accounting. This online certificate includes three month-long courses. Fee $495.

Item: 38313 Sep 6–Nov 26 ONLINE
Visit greenriver.edu/ceOnline for course details.

**COMMUNICATION AND PROFESSIONAL EXCELLENCE**

**Workplace Communication Certificate**

Good communication in the workplace is more important than ever and critical to your career success. Learn how to identify, address and manage conflict situations; gain successful conflict management strategies; plan, implement and win in the negotiation process; and communicate more effectively by finding out more about yourself and others using personality profiles for better work performance. Course fee includes your own DISC Behavioral Personality Profile assessment and review. Certificate includes three month-long courses. Fee $595

Item: 42075 Sep 6–Nov 26 ONLINE
Visit greenriver.edu/ceOnline for course details.

**Effective Grammar Certificate**

Whatever your goals, a grasp of English grammar is important if you want to improve your speaking and writing skills. This course will help you gain confidence in your ability to produce clean, grammatically correct work. You'll explore the basics of English grammar to more advanced concepts like parallelism and agreement to the finer points of capitalization and punctuation. Everything you learn will elevate your communication skills and help you present polished, professional writing every time. Fee: $295

Item: 38314 Sep 6 – Nov 26 ONLINE
Visit greenriver.edu/ceOnline for course details.

**COMMUNICATION AND PROFESSIONAL EXCELLENCE**

**Nonprofit Fundraising: Emotion Sells Every Time**

Advertisers have expertly deployed emotion for decades to sell their products. With GivingTuesday quickly approaching, discover how you can transform your fundraising appeals to catch your reader’s attention, engage their senses, and move them toward saying “yes”! Fee: $39

Item: 35792 Lynn Bohart Virtual Class Zoom
Sessions: 1 Tu Sep 6 6 – 6:50 PM

**CAREER AND TRADE SKILLS**

**Flagger Training**

Training consists of classroom instruction and state certification in flagging, traffic control and safety. Upon successful completion participants receive a certification card valid for three years. Students must be at least 18 years of age. Bring lunch and wear closed-toe shoes. Special arrangements can also be made for group training at your business location. Textbook included. Fee: $99

Item: 33908 Judy Gale Auburn Center AC-240
Sessions: 1 Th Sep 8 8AM – 4:30PM
Item: 33910 Judy Gale Auburn Center AC-240
Sessions: 1 Sa Oct 22 8AM – 4:30PM
Item: 33911 Judy Gale Auburn Center AC-240
Sessions: 1 Th Nov 3 8AM – 4:30PM

**Forklift-Truck Operator Certification (Saturday)**

This course is designed to train operators for certification in sit-down, counter-balanced forklift trucks—light, medium and heavy duty. You will complete written and hands-on testing to meet OSHA, WISHA and L&I requirements. Class meets Department of Labor certification standards. Additional classes will be held on demand or at business locations. Forklift recertification (IVES) available for $99. Call CE at (253) 833-9111 ext. 2535 for more information. Fee: $199

Item: 38904 Maggie Crutcher
Sessions: 1 Sa Oct 15 8AM – 5PM
Item: 38927 Maggie Crutcher
Sessions: 1 Sa Dec 10 8AM – 5PM

**Nonprofit Fundraising: Emotion Sells Every Time**

Advertisers have expertly deployed emotion for decades to sell their products. With GivingTuesday quickly approaching, discover how you can transform your fundraising appeals to catch your reader’s attention, engage their senses, and move them toward saying “yes”! Fee: $39

Item: 35792 Lynn Bohart Virtual Class Zoom
Sessions: 1 Tu Sep 6 6 – 6:50 PM
Spanish for Medical Professionals

Are you frustrated by the communication gaps that can occur between you and your Spanish-speaking patients? This course, designed specifically for healthcare professionals, will help you bridge that gap. Learn the alphabet, months and days of the week, body part vocabulary, medical terminology and power verbs. Gain an understanding of the culture, and know how to ask questions crucial to quality health care.

Visit greenriver.edu/ceOnline for course details, including required textbook. Fee: $290

Item: Y481 Sep 6–Nov 26 ONLINE

Visit greenriver.edu/ceOnline for course details.

Adult Family Home Administrator-Orientation

This one-day class provides an overview of the Adult Family Home (AFH) program and expectations of the AFH licensee in providing care and services to the residents. This class is one of the requirements (WA Administrative Code [WAC] 388-76-10060) applicants need to meet prior to submitting application for licensure. Students will receive a certificate after completing the class; certificate valid for one calendar year from the date of attendance. Fee: $39

Item: 36664 Sessions: 1 Tu Sep 27 Virtual Class Zoom

Item: 38375 Sessions: 1 Tu Oct 18 Virtual Class Zoom

Item: 38377 Sessions: 1 Tu Nov 15 Virtual Class Zoom

Adult Family Home Administrator-Training

This mandatory 54-hour training course is required for those wishing to become licensed as a Washington State Adult Family Home owner. Additional AFH Administrator training requirements include successfully completing the one-day DSHS Adult Family Home Orientation and the ability to pass an English and reading assessment. All training material is provided in class. Please Note: DSHS requires that all students must pass an approved English and reading assessment at an accredited college. The College Success English and Reading Assessment test or a similar test from another college will meet this requirement. Documented proof of placement in English 97 or higher is required to take this class. This is a non-credit class, which means that you do not need to be a Green River College student in order to enroll. You will receive a certificate after successful completion of the course. This certificate for the Adult Family Home Administrator Training currently does not expire. Fee: $699

Item: 35699 Sessions: 7 Th Sep 1 – Oct 13 Virtual Class Zoom

Item: 35788 Sessions: 7 Sa Sep 10 – Oct 22 Virtual Class Zoom

Item: 35790 Sessions: 8 Th Oct 20 – Dec 8 Virtual Class Zoom

Item: 35791 Sessions: 8 Sa Oct 29 – Dec 17 Virtual Class Zoom

“"This class helped me land an interview for a fantastic job that I started today!""

Lisa, HR Generalist Certificate Student

HR Generalist Certificate (8 Class Series)

HR Generalists are expected to be experts in every human resource function, including hiring, compensation, payroll, performance management, employment laws and more. Green River’s HR Generalist Certificate prepares you to effectively serve in the HR Generalist role and equips you with the knowledge and tools needed in today’s workplace.

The HR Generalist Certificate consists of eight required courses and can be completed in as little as one quarter. Earn the Certificate by taking the courses individually, or register for the Series and save.

Visit greenriver.edu/ceCertificates for course details.

HR Generalist Certificate (8 Class Series)

Page 7

Series includes Introduction to HR, Federal and State Employment Laws, Recruitment and Selection, Compensation and Benefits, Employee and Labor Relations, Training and Development, HR Administration and Health, Safety and Security. Visit greenriver.edu/ceCertificates for recommended textbook. Fee: $599

Item: 38400 Claudia Malone Online

Sessions: 12 M, W, F Sep 21 - Nov 2

Item: 38399 Claudia Malone In Person

Sessions: 12 Tu, Th, F Oct 6 - Nov 15 6 - 9pm

Introduction to HR

Take the HR Generalist Certificate (8 Class Series) at a discounted rate. This introductory course discover how HR functions within an organization, and learn about the specific role of the HR Generalist. Identify the typical duties HR Generalists are responsible for and how they can have a positive influence on an organization. You will also evaluate common scenarios HR professionals deal with and define the characteristics of successful HR Generalists. Fee: $699

Item: 38403 Claudia Malone Virtual Class Zoom

Sessions: 1 W Sep 21 6 – 9pm

Item: 38401 Claudia Malone Kent Campus KC 321

Sessions: 1 Th Oct 6 6 – 9pm
Federal and State Employment Laws
Legal compliance is a critical task for Human Resources. Learn the basics of the federal and state employment laws that HR Generalists must often deal with, including Title VII, ADA, ADEA, FLSA, FMLA, OSHA and more. You will also identify the steps HR Generalists can take to keep themselves and their organizations out of trouble. Other topics include identifying and preventing sexual harassment and the difference between compliance and risk management approaches to employment laws. Fee: $139

**Instructor Bio**

**Stephanie King**

Stephanie King, SPHR and SHRM-SCP, has over 20 years of experience in HR in both the private and public sectors. She is currently employed with the City of Kent as a Recruitment Analyst. Prior to moving to Washington, Stephanie worked for GKN Aerospace and the City of Auburn in Alabama. She taught SHRM certification classes through the East Alabama Society for Human Resources and college courses at Southern Union State Community College in Opelika, AL. Stephanie holds a bachelor's degree in Communications from the University of South Alabama and a master's degree in Human Resource Management from Troy University. In her spare time, Stephanie loves to read and travel.

Training and Development
Training and developing staff is an important function in the HR Generalist role. In this course you will identify how and why adults learn and discover tips for keeping employees engaged and interested in the learning process. Other topics include performing a needs assessment, selecting the appropriate intervention to meet the identified need and talent development strategies including succession planning. Fee: $69

**HR Administration**

The evolution of technology has changed the way that HR manages many of its functions, including payroll. In this course you will learn the basics of the payroll process, how using HR technology can save time and money for your organization and the growing demand and importance of HR metrics. You will also discover state and federal recordkeeping requirements, what to keep in a personnel file and important HR technology terminology. Fee: $69

Recruitment and Selection
Recruiting and selecting the best employees for your organization is one of the most important things you will do as an HR Generalist. Topics for this course include creating a job description; strategies for finding candidates; interviewing and selection techniques for determining the best candidate for the job; and keeping the hiring process legal and ethical. Fee: $139

Compensation and Benefits
Compensation and benefit programs are key factors in attracting and retaining the right talent for your organization. They are also one of the highest costs of doing business and offer an opportunity for HR to make a valuable contribution to the organization's bottom line. Learn about the different types of compensation systems, compliance with the FLSA and other employment laws, how to determine exempt versus non-exempt status and various benefits as part of a total compensation package. Fee: $139

Management Certificate
Discover the keys for effectively managing your employees. Create clear expectations, engage and motivate employees and increase effectiveness through the DISC personality profile. You'll also expand your management skills, and create a collaborative action plan for execution. Finally, discover what motivates each generation at work. Certificate includes three month-long courses. Fee $595

**Leadership and Supervision**

**Instructor Bio**

**Stephanie King**

Stephanie King, SPHR and SHRM-SCP, has over 20 years of experience in HR in both the private and public sectors. She is currently employed with the City of Kent as a Recruitment Analyst. Prior to moving to Washington, Stephanie worked for GKN Aerospace and the City of Auburn in Alabama. She taught SHRM certification classes through the East Alabama Society for Human Resources and college courses at Southern Union State Community College in Opelika, AL. Stephanie holds a bachelor's degree in Communications from the University of South Alabama and a master's degree in Human Resource Management from Troy University. In her spare time, Stephanie loves to read and travel.

**HR Administration**

The evolution of technology has changed the way that HR manages many of its functions, including payroll. In this course you will learn the basics of the payroll process, how using HR technology can save time and money for your organization and the growing demand and importance of HR metrics. You will also discover state and federal recordkeeping requirements, what to keep in a personnel file and important HR technology terminology. Fee: $69

**Recruitment and Selection**

Recruiting and selecting the best employees for your organization is one of the most important things you will do as an HR Generalist. Topics for this course include creating a job description; strategies for finding candidates; interviewing and selection techniques for determining the best candidate for the job; and keeping the hiring process legal and ethical. Fee: $139

**Compensation and Benefits**

Compensation and benefit programs are key factors in attracting and retaining the right talent for your organization. They are also one of the highest costs of doing business and offer an opportunity for HR to make a valuable contribution to the organization's bottom line. Learn about the different types of compensation systems, compliance with the FLSA and other employment laws, how to determine exempt versus non-exempt status and various benefits as part of a total compensation package. Fee: $139

**Leadership and Supervision**

**Instructor Bio**

**Stephanie King**

Stephanie King, SPHR and SHRM-SCP, has over 20 years of experience in HR in both the private and public sectors. She is currently employed with the City of Kent as a Recruitment Analyst. Prior to moving to Washington, Stephanie worked for GKN Aerospace and the City of Auburn in Alabama. She taught SHRM certification classes through the East Alabama Society for Human Resources and college courses at Southern Union State Community College in Opelika, AL. Stephanie holds a bachelor's degree in Communications from the University of South Alabama and a master's degree in Human Resource Management from Troy University. In her spare time, Stephanie loves to read and travel.
Supervision Certificate

Supervising others can be a challenging, yet rewarding, experience. Whether you are a new supervisor, or you want to brush up on your supervisory skills, Green River’s Supervision Certificate will give you the tools you need to oversee the productivity and progress of your employees and enable them to efficiently and effectively meet their goals.

The Supervision Certificate consists of six required courses, which can be completed in as little as one quarter. Earn the Certificate by taking the courses individually or register for the Series and save.

Supervision Certificate (6 Class Series) Page 9
Working with Difficult People Page 9
Developing Your Leadership Style Page 9
Getting the Most From Your Meetings Page 9
Motivating for Success Page 9
Working Smarter Page 10
Problem-Solving and Decision-Making Strategies Page 10

Visit greenriver.edu/ceCertificates for course details.

6 Class Series Supervisor Certificate

Develop your leadership, communication, motivation and problem-solving skills with the Supervision Certificate. Through a series of six courses, you will acquire the interpersonal skills needed to interact successfully in a supervisory role. Topics include turning negative situations into positive outcomes; identifying your leadership traits through personal assessment; leading effective meetings; providing feedback; establishing priorities; problem-solving techniques, and more! Earn the certificate by taking the courses individually or register for the series and save. Series includes (36 total hours): Working With Difficult People, Developing Your Leadership Style, Getting The Most From Your Meetings, Motivating For Success, Working Smarter, Problem Solving And Decision-Making Strategies. Program Completion: To receive the Supervision Certificate, you must attend 80 percent of the entire certificate program (calculated by total number of sessions.) Fee: $599

Item: 38325 Sara Johnson Zoom
Sessions: 14 M, W Oct 24 - Dec 7 6 - 9PM

"The thing I liked most about this course is it was very informative and taught me things that I will be able to use in my career."
Student of Supervision Certificate

Instructor Bio

Sara Johnson

Sara Johnson conducts business communication and leadership workshops for numerous companies in the Puget Sound area. In association with Green River Community College, she teaches two certificate programs, the Supervision Certificate and the Leadership Development Certificate, for potential, new, and existing levels of management in an organization. With a background in Psychology and Sociology from Oberlin College, and an MBA in Managerial Leadership and Small Group Dynamics from City University, Sara provides a wealth of knowledge to the participants of her interactive learning workshops.

Working with Difficult People

We all encounter difficult people. Whether you are a supervisor, a customer service professional, or you have a challenging coworker, it’s important to know how to rise above your initial emotional reaction and turn negative situations into positive outcomes. Topics include understanding why we label people as difficult; types of difficult people; tools and techniques for resolving issues; coping strategies for the effects of difficult people; conflict management strategies; and practical application. For more information, please refer to our website. This is the first course in the Supervision Certificate (6 Class Series). Fee: $139

Item: 38340 Sara Johnson Virtual Class Zoom
Sessions: 2 M, W Oct 24 – Oct 26 6 – 9PM

Developing Your Leadership Style

Learn how to capitalize on your personal leadership style to achieve workplace goals. In this course you will identify your leadership through personal assessment; learn the difference between leadership and management; recognize the “being” and “doing” of leadership; and develop the innate motivating techniques that transform employee attitudes and enhance cooperation and teamwork. Other topics include understanding the leadership management balance and SMART goal development. For more information, please refer to our course outline. This is the second course in the Supervision Certificate (6 Class Series). Fee: $139

Item: 38344 Sara Johnson Virtual Class Zoom
Sessions: 2 M, W Oct 31 – Nov 2 6 – 9PM

Getting the Most From Your Meetings

Discover why some meetings fail and learn proven techniques for making meetings more productive. Gain tips related to the four essentials of productive meetings: planning, participating, presenting and producing. Other topics include meeting formats and when to vary them, responding to conflict in a meeting and meeting follow-through. A key component of this course is utilizing effective communication strategies before, during and after your meetings. For more information, please refer to our website. This is the third course in the Supervision Certificate (6 Class Series). Fee: $139

Item: 38350 Sara Johnson Virtual Class Zoom
Sessions: 2 M, W Nov 7 – Nov 9 6 – 9PM

Motivating for Success

Want more creative, motivated employees who are eager to work hard and satisfy both internal and external customers? Good leaders empower their employees to feel confident, valued and motivated. In this course discover what motivates people, how to resuscitate motivation and how personality affects motivation. You will also learn how to give clear and motivating directions, set realistic and achievable standards and provide effective feedback, praising good results and correcting unsatisfactory performance. For more information, please refer to our website. This is the fourth course in the Supervision Certificate (6 Class Series). Fee: $139

Item: 38352 Sara Johnson Virtual Class Zoom
Sessions: 2 M, W Nov 14 – Nov 16 6 – 9PM
Professional Development

Working Smarter

Time is a valuable resource that can be costly to a company when wasted. In this course you will develop communication strategies to minimize time loss, evaluate personal and organizational time-wasters, learn to establish meaningful priorities and determine ways to deal with disruptions and unanticipated drains on time. Additional topics include schedule planning, prioritizing, delegation and large project completion. For more information, please refer to our website. This is the fifth course in the Supervision Certificate (6 Class Series). Fee: $139

Item: 38359  Sara Johnson  Virtual Class  Zoom
Sessions: 2 M, W  Nov 28 – Nov 30  6 – 9PM

Problem-Solving and Decision-Making Strategies

Creative problem-solving and effective decision-making skills are essential in today’s workplace. Through the use of real-life case studies, discover four primary problem-solving tools, learn a format for group problem-solving, methods for effective decision-making and techniques to minimize conflict and dissension. This course concludes with an interactive problem-solving group exercise. Concepts taught in this course can be applied to all facets of life. For more information, please refer to our website. This is the sixth and final course in the Supervision Certificate (6 Class Series) Fee: $139

Item: 38362  Sara Johnson  TBA
Sessions: 2 M, W  Dec 5 – Dec 7  6 – 9PM

Non-Profit Administration Certificate

In today’s market non-profits must operate like businesses. Effective revenue generation and program evaluation are essential. Discover how to build new revenue streams, expand existing services and effectively set prices. Improve evaluation planning and data collection, analysis, and use. Learn the challenges of conducting evaluations and reporting results to funders. By course end, you’ll have a program logic model and evaluation plan ready for implementation. Certificate includes two month-long courses. Fee: $595

Item: 38315  Sep 9 – Nov 26  ONLINE
Visit greenriver.edu/ceOnline for course details.

LEGAL

MARKETING, SALES AND SOCIAL MEDIA

Google Analytics Certificate

This course, aimed at non-technical users, will take you through all the key techniques of website analytics using the world-standard Google Analytics, a free online tool. Understand your visitor traffic better, learn how to calculate return on investment (ROI) for your online advertising, and learn how to get more conversions and sales from your website visitors. A must for anyone serious about leveraging more success from their website. Fee: $345

Item: 38316  Sep 6 – Nov 26  ONLINE
Visit greenriver.edu/ceOnline for course details.

Project Management Certificate

Acquire the skills to manage projects in a variety of industries. Our Project Management Certificate is designed for working professionals who are either starting out or moving up as project managers. Courses equip participants with skills that can immediately be applied in the workplace.

The Project Management Certificate consists of seven required courses (divided into two parts) and can be completed in as little as two quarters. Earn the certificate by taking the courses individually, or register for the Part 1 and Part 2 Series and save.

Project Management Certificate Information Session  Page 10
PM Certificate Part A (3 Class Series)  Page 10
Project Management Initiating the Project  Page 11
Project Planning and Scheduling Techniques  Page 11
Project Execution to Closing  Page 11

PM Certificate Part B (3 Class Series)  Winter 2023
Project Stakeholder and Communications Management  Winter 2023
Agile Project Management  Winter 2023
Project Management Certificate Capstone  Winter 2023

Green River College has been reviewed and approved as a provider of project management training by the Project Management Institute (PMI®). The PMI® Registered Education Provider logo is a registered mark of the Project Management Institute, Inc.

Visit greenriver.edu/ceCertificates for course details.

Project Management Certificate Information Session

Join us for a free information session, where our project management instructor will discuss the project management industry, the project management profession and Green River’s newly revised Project Management Certificate Program. Registration required. Fee: $0

Item: 38329  Daniel Yeomans  Virtual Class  Zoom
Sessions: 1 W  Sep 19  6 – 7PM

3 Class Series  Project Management Certificate Part A

Take the Project Management Certificate Part A (3 Class Series) at a discounted rate. Series includes three of the six required courses: Project Management Basics: Initiating the Project; Project Planning and Scheduling Essentials; and Project Execution to Closing. Visit greenriver.edu/ceCertificates for required and recommended textbooks. PDUs: 51. Fee: $969

Item: 38330  Daniel Yeomans  Virtual Class  Zoom
Sessions: 18 M, W  Oct 3 – Dec 7  6 – 9PM
**Project Management Basics: Initiating The Project**

Discover the science and art of effective project management. Summarize the five Process Groups, 10 Knowledge Areas and 49 processes recommended for application in the PMBOK Guide (Project Management Body of Knowledge). Learn about the Initiating Process Group, and discover how to develop a business case, create a Project Charter, identify and document stakeholders and effectively present a project to decision-makers. See website for required and recommended textbooks. PDUs: 15. Fee: $339

**Item: 38331**

**Daniel Yeomans**

**Virtual Class**

**Zoom**

**Sessions:** 5 M, W  
**Oct 3 – Oct 17**

**6 – 9pm**

**Project Planning and Scheduling Essentials**

If you fail to plan, you plan to fail. Discover the 24 key planning processes needed to plan and implement a successful project, and learn the order in which they should occur. Identify the key tools and techniques to plan for scope, schedule, cost, quality, human resources, communications, risk, procurements and stakeholder management. This course covers both predictive (Waterfall) and adaptive (Agile) planning techniques. Prerequisite: Project Management Basics. See website for required and recommended textbooks. PDUs: 21 Fee: $479

**Item: 38332**

**Daniel Yeomans**

**Virtual Class**

**Zoom**

**Sessions:** 7 M, W  
**Oct 19 – Nov 14**

**6 – 9pm**

**Project Execution to Closing**

Your Project Management Plan is approved and accepted. What’s next? This course shares best practices for implementing and controlling the project to success. Learn how to manage quality, develop and manage a project team, effectively communicate, manage risk and engage stakeholders. Key tools and techniques and valuable tips will be introduced, shared and applied so all to ensure that your project is successful. Prerequisite: Project Management Basics: Initiating The Project. See website for required and recommended textbooks. PDUs: 15. Fee: $339

**Item: 38333**

**Daniel Yeomans**

**Online**

**Online**

**Sessions:** 6 M, W  
**Nov 16 – Dec 7**

**6 – 9pm**

**Instructor Bio**

**Dan Yeomans**

Dan Yeomans, PMP brings more than thirty-five years of consulting and leadership experience to his client work. He is a highly proficient and an acknowledged expert as a senior project manager, process manager, business analyst and trainer. Dan has designed and implemented the majority of project management certification and application courses currently offered at Microsoft and has also developed their PM Certification Learning Module series.

Dan’s expertise has taken him through the doors of such companies as Microsoft, American Express, Nordstrom, AT&T Wireless, Western Wireless, US Air Force, and Lucent Technologies. An avid learner, Dan holds an MBA; a BA in Management; a Project Management Professional (PMP), Risk Management Professional (PMP), and Agile Certified Practitioner (ACP) certification from Project Management Institute. Most recently, Dan obtained Risk Management Certification from the Project Management Institute and authored two books.

**Real Estate Appraisal**

In this online non-credit class, Real Estate Appraisal gives you an overview of both the theoretical and practical aspects of the subject, with an emphasis on residential appraisal practices. Licensing Series-Fee: $489

**Item: 38676**

**Sep 2 – Dec 30**

**Online**

**Real Estate Law**

In this online, non-credit class, Real Estate Law offers an overview of the legal aspects of real estate. Licensing Series-Fee: $489

**Item: 38677**

**Sep 2 – Dec 30**

**Online**

**Real Estate Licensing Series**

In this online, non-credit class, the Washington State Department of Licensing requires 90 clock hours. This package combines Washington Fundamentals, Real Estate Practices, and the Broker’s Cram to provide you with the best pre-license education available. You must complete both Fundamentals and Practices before taking the Washington real estate license exam. This is no longer a credit course. Licensing Series-Fee: $489

**Item: 38671**

**Sep 2 – Dec 30**

**Online**

**Real Estate Property Management**

In this online non-credit class, Property Management is a comprehensive introduction to managing investment real estate, including residential properties (apartment buildings and single-family rental homes) and commercial properties (office, retail, and industrial space). Licensing Series-Fee: $489

**Item: 38674**

**Sep 2 – Dec 30**

**Online**

**REAL ESTATE**

**Financing Residential Real Estate**

In this online non-credit class, Financing Residential Real Estate gives you an overview of both the lending process and the guidelines used to qualify home-buyers for mortgage loans. Licensing Series-Fee: $489

**Item: 38673**

**Sep 2 – Dec 30**

**Online**

**SMALL BUSINESS DEVELOPMENT**

**4 Class Series**

**Start a Successful Business**

Learn the essential components for starting a profitable small business by taking the Start a Successful Business (4 Class Series). Series includes Business Start-Up and Management, Business Marketing, Business Financial Management and Developing a Business Plan at a discounted price. Fee: $139

**Item: 23559**

**Virtual Class**

**Zoom**

**Sessions:** 4 W  
**Sep 27 – Oct 6**

**5 – 7PM**
Technology

Computer Basics

Computer Fundamentals with Windows 10
Develop the skills you need to effectively use a computer. Start by exploring Windows 10, and discover the tools that aid your productivity, such as program controls, the Start menu, the taskbar, apps, basic word processing and email. Then, learn about file management, including how to create and save files and folders. Finally, get best practices for conducting Internet searches effectively while protecting yourself against threats. Some elements requiring a Microsoft account may be demonstrated but not practiced. Textbook included. Fee: $29

Item: 38300 Gayle Larson Kent Campus KC 225
Sessions: 4 Tu, Th Oct 4 – Oct 13 5:30 – 9PM

DATA SCIENCE

Data Analyst Certificate

Data Analysts help companies make informed decisions, improve efficiencies, increase profits and achieve organizational goals. In addition to analyzing and interpreting data, data analysts must also deliver their findings in easily digestible visuals.

Our Data Analyst Certificate consists of eight required courses (divided into three parts) and can be completed in as little as three quarters. Earn the Certificate by taking the courses individually, or register for the Part 1, Part 2 and Part 3 Series and save.

Data Analyst Certificate Information Session Page 12
Relational Database Concepts and Design Page 13
SQL Programming Level 1 Page 15
SQL Programming Level 2 Page 15
SQL Server Certificate Capstone Page 15

Data Analyst Certificate Part 2: Python for Data Analysis Winter 2023

Data Analyst Certificate Part 3: Exploratory Data Analysis (3 Class Series) Spring 2023
Data Mining Spring 2023
Data Visualization Spring 2023
Data Analyst Certificate Capstone Spring 2023

Visit greenriver.edu/ceCertificates for course details.

Data Analyst Certificate Information Session

As companies utilize big data concepts to stay competitive, the role of the data analyst is key. Since the amount of data to be analyzed is growing exponentially, the data analyst must use software and reporting tools to analyze and report the data patterns. In this free information session, learn how organizations are moving towards a quantifiable, data-driven decision-making approach, the data analyst profession and Green River’s new Data Analyst Certificate Registration required.

Item: 38961 Jim Parshall Virtual Class Zoom
Sessions: 1 Th Sep 29 6:30 PM

Professional Development/Technology

Introduction to Government Contracting
The Procurement Technical Assistance Center at Green River College will provide guidance and education on how to do business with Federal, State, and Local government agencies.

Item: 39411 Virtual Class Zoom
Sessions: 1 Nov 15 12:15 – 1:15PM

Small Business: How to Launch Successfully
Identify the steps to starting a new business as well as learn more about the resources the Small Business Development Center (SBDC) and Procurement Technical Assistance Center (PTAC) may be available to provide to you as a business owner. Fee: $0

Item: 38396 Virtual Class Zoom
Sessions: 1 Tu Sep 13 12 – 1:30PM

Business Start-Up and Management
This class will help you plan the start-up of a new business. Learn strategic and tactical keys to success such as assessing your resources, identifying your business personality, developing your concept, protecting your assets through proper business structure and understanding the necessary licenses and taxes. The entire process is built into a start-up map that you can follow step-by-step. Fee: $59

Item: 38387 Kevin Grossman Virtual Class Zoom
Sessions: 1 Tu Sep 27 5:30 – 7:30PM

Business Marketing
Learn the basics of making strategic marketing decisions and building an integrated marketing plan. Utilizing a practical and repeatable process, you will learn about important concepts such as pricing, distribution, messaging, message delivery and how to base all of those decisions on your customer profile, product advantages and competition. Fee: $0

Item: 38392 Kevin Grossman Virtual Class Zoom
Sessions: 1 Th Sep 29 5:30 – 6:30PM

Business Financial Management
Effective financial management is your key to small business success. Learn to read basic financial statements and concentrate on your key financial priorities. Understand how to use the cash-flow cycle to your business’ advantage and utilize important benchmarks for maximizing your daily results. This class is crucial to your small business education. Fee: $59

Item: 38396 Kevin Grossman Virtual Class Zoom
Sessions: 1 Tu Oct 4 5:30 – 7:30PM

Developing a Business Plan
This hands-on session is designed to help you create a working business plan for starting or managing your business. Through engaging writing exercises and group brainstorming, you will take your business ideas further than you thought possible. While traditional business plan formats will be discussed, the focus of this class is to help you develop and sharpen your own business ideas to give you the greatest chance of success. Fee: $0

Item: 38397 Kevin Grossman Virtual Class Zoom
Sessions: 1 Th Oct 6 5:30 – 7:30PM

Visit greenriver.edu/ceCertificates for course details.
Relational Database Concepts and Design

In today’s big data world, managing data efficiently requires analytical skills and the ability to use relational databases. This course introduces you to basic relational database concepts, terminology of relational databases and simple database design. Learn to design efficient relational databases using the principles of SQL. Topics include attaching and detaching a database, creating a database diagram and writing simple SQL statements. Prerequisites: Basic computer skills and Windows proficiency; Excel, Access or other database experience highly recommended. Recommended Textbook (available from Amazon): Beginning SQL Server for Developers, 4th Edition, ISBN: 978-1484202814. For more information, please refer to our website. This is the first required course in the SQL Server Certificate (4 Class Series) and the Data Analyst Certificate Capstone. Please bring a USB flash drive (minimum 2 GB) to class, so you can save your work. Fee: $249

Item: 38324  Jim Parshall
Sessions: 3 Tu, Th  Oct 4 – Oct 11 6 – 9PM

Instructor Bio

Jim Parshall

Jim Parshall has been teaching computer related topics professionally for over 25 years. His career in the computer industry began with Microsoft as one of the early Microsoft Certified Trainers specializing in both database systems and large scale architecture. Since then he has taught and worked in a wide variety of disciplines from cybersecurity to database tuning and performance, service and microservice architecture to programming and documentation. Jim has worked contracts for a wide variety of companies throughout his career as well as owned his own training company in Bellevue, WA, and a gaming store and mangakissa in the U-District of Seattle.

Microsoft

Microsoft Office 2019 Essentials Certificate

Discover the value of Microsoft Office 2019. Gain hands-on experience with Microsoft Office’s most popular applications, including Word for word processing; Outlook for email, calendaring and contacts; PowerPoint for presentations; and Excel spreadsheets.

The Microsoft Office 2019 Essentials Certificate consists of four courses and can be completed in as little as one quarter. Earn the Certificate by taking the courses individually, or register for the Series and save.

Microsoft Office 2019 Essentials Certificate (4 Class Series)  page 13
Microsoft Word 2019 Level 1  page 14
Microsoft Outlook 2019  page 14
Microsoft PowerPoint 2019  page 14
Microsoft Excel 2019 Level 1  page 14

Visit greenriver.edu/ceCertificates for course details.

4 Class Series  Microsoft Office 2019 Essentials Certificate

Take the Microsoft Office 2019 Essentials Certificate (4 Class Series) at a discounted rate. Series includes Word Level 1, Outlook, PowerPoint, and Excel Level 1. Visit greenriver.edu/ceCertificates for prerequisites. Four textbooks included. Fee: $429

Item: 38383  Gayle Larson  TBA
Sessions: 5 F  Oct 21 – Nov 18 8AM – 4PM

3 Class Series  Microsoft Excel 2019

Capture the power of Excel 2019 by taking the Excel Series. Series includes Levels 1, 2 and 3 at a discounted rate. Prerequisite: Basic computer skills including Microsoft Windows proficiency. Textbooks included. Fee: $369

Item: 38371  Gayle Larson  TBA
Sessions: 6 Tu, Th  Oct 25 – Nov 18 5:30 – 9PM

Item: 38376  Gayle Larson  TBA
Sessions: 3 F  Dec 2 – Dec 16 8AM – 4PM

Instructor Bio

Gayle Larson

Gayle consults and works with companies and users to utilize programs such as Microsoft Word and Excel for optimum results, targeting the features and methods that best suit the need. Solution-based training has included customizing Excel spreadsheets, tailoring features, linking worksheet data to automatically update, keyboard shortcuts, personalizing menus and toolbars, customizing workspace, sharing MS Office data, and using Excel as a database, to name a few.
Microsoft Excel 2019 Level 1
Excel can help you organize, calculate, analyze, revise, update and present your data. Learn the basic concepts and skills needed to start being productive with Excel 2019. Topics include creating and saving worksheets; entering, moving and manipulating data; using formulas and functions; formatting text, numbers and cells; creating charts; data entry shortcuts; and managing, printing and sharing workbooks. Prerequisite: Basic computer skills including Microsoft Windows proficiency. Textbook included. Fee: $149

Item: 38372  Gayle Larson  Kent Campus  KC 274
Sessions: 2 Tu, Th  Oct 25 – Oct 27  5:30 – 9PM

Item: 38389  Gayle Larson  Kent Campus  KC 255
Sessions: 1 F  Nov 18 – Nov 18  8AM – 4PM

Microsoft Excel 2019 Level 2
You already know how to use Excel to perform simple calculations and tasks, but Excel is capable of doing so much more. Build upon your foundational knowledge of Excel by learning more advanced tools for analysis and presentation of data. Topics include managing complex workbooks; building more complex functions; using data analysis tools like PivotTables and PivotCharts; making an impact with powerful chart and presentation features; and collaborating with other users. Prerequisite: Microsoft Excel Level 1. Textbook included. Fee: $149

Item: 38373  Gayle Larson  Kent Campus  KC 274
Sessions: 2 Tu, Th  Nov 1 – Nov 3  5:30 – 9PM

Item: 38382  Gayle Larson  Kent Campus  KC 274
Sessions: 1 F  Dec 9  8AM – 4PM

Microsoft Excel 2019 Level 3
Put the full power of Excel right at your fingertips, and get the answers you need from the vast amounts of data your organization generates. Topics include lookup and decision-making functions; auditing and error-handling; array functions; special functions such as date, time and text functions; importing and exporting; what-if-analysis; automating repetitive tasks by recording and running macros; and forms. Prerequisite: Microsoft Excel Level 2. Textbook included. Fee: $149

Item: 38374  Gayle Larson  Kent Campus  KC 274
Sessions: 2 Tu, Th  Nov 8 – Nov 10  5:30 – 9PM

Item: 38644  Gayle Larson  Kent Campus  KC 255
Sessions: 1 F  Dec 16  8AM – 4PM

Microsoft Outlook 2019
Email is one of the most widely used methods of personal and business communication. Microsoft Outlook is a mail management system that is utilized to accomplish basic workplace and personal tasks. Topics in this course include creating and sending email; adding signatures to email messages; managing contacts and using contact groups; scheduling appointments and meetings; using the calendar; and customizing Outlook. Prerequisite: Basic computer skills including Microsoft Windows proficiency. Textbook included. For more information, please refer to our website. Outlook 2019 training is also available through our Microsoft Office 2019 Essentials Certificate. Fee: $139

Item: 38385  Gayle Larson  TBA
Sessions: 1 F  Oct 28 – Oct 28  8AM – 4PM

Microsoft Powerpoint 2019
Today’s audiences are tech savvy and accustomed to high-impact multimedia content. Learn how to use the vast array of features in PowerPoint, so you can create engaging, dynamic multimedia presentations. Topics include creating presentations; creating and modifying slide content; working with slide masters and layouts; formatting slides and text; inserting shapes and images; working with charts and tables; and printing your presentation. Prerequisite: Basic computer skills including Microsoft Windows proficiency. Textbook included. Fee: $139

Item: 38388  Gayle Larson  Kent Campus  KC 255
Sessions: 1 F  Nov 4  8AM – 4PM

Microsoft Word 2019 Level 1
Word’s rich features and powerful tools can make creating professional documents easy and even fun. Topics include creating, formatting and proofreading documents; formatting characters and paragraphs; using Quick Styles; making lists; printing; using headers and footers; creating templates; inserting and formatting pictures; and creating and formatting tables. Prerequisite: Basic computer skills including Microsoft Windows proficiency. Textbook included. Fee: $139

Item: 38384  Gayle Larson  Kent Campus  KC 255
Sessions: 1 F  Oct 21  8AM – 4PM

Coding Certificate
Coding has become a core skill that can bolster your chances for becoming a higher value to organizations. In this online program, you’ll start by reviewing the fundamentals of computer programming and various programming languages. Then, you’ll learn the basics of HTML and CSS and understand the relationship between these two industry-standard web page coding languages. You’ll also practice the step-by-step process of hand coding and building web pages. Finally, you’ll learn how to use the advanced features of CSS. Includes three month-long courses. Fee: $595

Item: 38310  Sep 6 – Nov 26  ONLINE

Visit greenriver.edu/ceOnline for course details.

HTML and CSS Coding Certificate

SQL SERVER

4 Class Series  SQL Server Certificate
Take the SQL Server Certificate (4 Class Series) at a discounted rate. Series includes Relational Database Concepts and Design, SQL Programming Level 1, SQL Programming Level 2 and the new SQL Server Certificate Capstone. Visit greenriver.edu/ceCertificates for prerequisites and textbook information. Fee: $899

Item: 38323  Jim Parshall  Virtual Class  Zoom
Sessions: 15 Tu, Th  Oct 4 – Nov 22  6–9PM
SQL Programming Level 1

Microsoft SQL Server has evolved to become a true, enterprise information platform. In this course you’ll learn the fundamental elements of T-SQL, including the definition of DML, DDL, DCL and TCL; use control of flow statements like IF and WHILE; work with NULLs; practice T-SQL programming constructs to query and modify a database in SSMS; identify the different forms of the JOIN clause; filter data using logical queries; and define constraints to enforce data integrity. Prerequisites: Relational Database Concepts and Design. Recommended Textbook (available from Amazon): Beginning SQL Server for Developers, 4th Edition, ISBN: 978-1484202814. For more information, please refer to our website. This is the second required course in the SQL Server Certificate (4 Class Series) and the Data Analyst Certificate Part 1: SQL Server (4 Class Series). The SQL Server Certificate is a prerequisite for the Data Analyst Certificate. Note: Please bring a USB flash drive (minimum 2 GB) to class, so you can save your work. Fee: $309

Item: 38326  Jim Parshall  Virtual Class Zoom
Sessions: 5Tu, Th  Oct 13 – Oct 27  6 – 9PM

SQL Programming Level 2

Learn to streamline and extract relevant information and execute more advanced SQL features. Topics include implementing complex queries; utilizing sub queries and derived tables; designing views and inline functions; building stored procedures, user-defined functions, and triggers; implementing transactions, error handling and dynamic SQL; identifying locking and isolation levels; and creating indexes. Prerequisites: SQL Programming Level 1. Recommended Textbook (available from Amazon): Beginning SQL Server for Developers, 4th Edition, ISBN: 978-1484202814. For more information, please refer to our website. This is the third required course in the SQL Server Certificate (4 Class Series) and the Data Analyst Certificate Part 1: SQL Server (4 Class Series). The SQL Server Certificate is a prerequisite for the Data Analyst Certificate. Note: Please bring a USB flash drive (minimum 2 GB) to class, so you can save your work. Fee: $309

Item: 38327  Jim Parshall  Virtual Class Zoom
Sessions: 4 Tu, Th  Nov 1 – Nov 10  6 – 9PM

Instructor Bio

Jim Parshall

Jim Parshall has been teaching computer related topics professionally for over 25 years. His career in the computer industry began with Microsoft as one of the early Microsoft Certified Trainers specializing in both database systems and large scale architecture. Since then he has taught and worked in a wide variety of disciplines from cybersecurity to database tuning and performance, service and microservice architecture to programming and documentation. Jim has worked contracts for a wide variety of companies throughout his career as well as owned his own training company in Bellevue, WA, and a gaming store and mangakissa in the U-District of Seattle. He enjoys driving, both on-road racing and off-road overlanding, flying, hiking, math and physics and literature and mythology.

SQL Server Certificate Capstone

Demonstrate your SQL Server knowledge in this Capstone course. Use SQL Server Management Studio (SSMS) to build a database schema based on a “real-world” scenario. Then, develop a database solution that supports your proposed plan. Next, implement the solution, and test the results using SQL queries. Finally, you will submit your database .bak file to the instructor for review to ensure all fundamental SQL techniques are understood and implemented. Prerequisites: Relational Database Concepts and Design, SQL Programming Level 1 and SQL Programming Level 2. Recommended Textbook (Available from Amazon or any other online retailer): Beginning SQL Server for Developers, 4th Edition, ISBN: 978-1484202814. For more information, please refer to our website. This is the fourth required course in the SQL Server Certificate (4 Class Series) and the Data Analyst Certificate Part 1: SQL Server (4 Class Series). Note: Please bring a USB flash drive (minimum 2 GB) to class, so you can save your work. Fee: $249

Item: 38328  Jim Parshall  Virtual Class Zoom
Sessions: 3 Tu, Th  Nov 15 – Nov 22  6 – 9PM

WEB AND GRAPHIC DESIGN

Graphic Design Certificate

Green River’s new Graphic Design Certificate prepares you to create professional projects for the industry of your choice. It emphasizes design and creativity while providing the technical training to create captivating designs.

The Graphic Design Certificate consists of six required courses (divided into three parts) and can be completed in as little as three quarters. Earn the Certificate by taking the courses individually, or register for the Part 1, Part 2 and Part 3 Series and save.

Graphic Design Certificate Information Session  page 16
Graphic Design Certificate Part 1 (2 Class Series)  page 16
Graphic Design Fundamentals  page 16
Photoshop CC  page 16
Working Designer  Winter 2022
Illustrator CC  Winter 2022
Graphic Design Certificate Part 3 (2 Class Series)  Winter 2022
InDesign CC  Winter 2022
Graphic Design Certificate Capstone  Winter 2022

Visit greenriver.edu/ceCertificates for course details.
Graphic Design Certificate Information Session

Discover what it takes to put your talents to work as a Graphic Designer. Attend our free information session and learn about the graphic design profession, including employment rates, the type of work available and earning potential, as well as Green River’s new Graphic Design Certificate Program. Free. Registration required. Fee: $0

Item: 38319  Morgan Olson  Virtual Class  Zoom
Sessions: 1 W  Oct 12  6 – 7PM

Graphic Design Fundamentals

Being a successful Graphic Designer goes beyond knowing the software. You must understand the principles of design and how they will affect your projects for print and web. This course will provide you with a core set of skills needed to move forward in the field of Graphic Design. Course topics include color theory; typography; understanding design proportions; balancing space; discovering what patterns and repetition can do for your art; print production; and file format management. Some assignments will require a computer with internet access outside of the classroom. Prerequisites: basic computer skills and Windows proficiency. For more information, please refer to our website. Note: Please bring a USB flash drive (minimum 4GB) to class to save your work. This is the first of two courses in the Graphic Design Certificate Part 1 (2 Class Series) and the first of six required courses in the Graphic Design Certificate Program. Fee: $279

Item: 38320  Morgan Olson  Virtual Class  Zoom
Sessions: 4 M, W  Oct 17 – Oct 26  6 – 9PM

Photoshop CC

Photoshop is an industry standard tool for graphic designers, web designers and photographers. In this hands-on course, you will learn how to enhance, modify and improve photographs. Topics include using the Photoshop interface, including panels, options and personal customization; effectively selecting, correcting and layering your compositions; retouching and correcting images; improving photos with color corrections and image adjustments; and practicing tips, tricks and shortcuts to increase your Photoshop efficiency. Prerequisites: basic computer skills and Windows proficiency. For more information, please refer to our website. Recommended Textbook: Adobe Photoshop CC Classroom in a Book (2019 release); ISBN-13: 978-0135261781. Recommended Software: While software is provided in the classroom, we highly encourage participants to purchase a student version of Photoshop CC for home use to practice and reinforce the skills learned in class. Additional information on how to purchase a student version will be provided by the instructor in the first session. Notes: Expect 2-6 hours of work outside of class for Photoshop CC. Please bring a USB flash drive (minimum 4GB) to class to save your work. This is the second of two courses in the Graphic Design Certificate Part 1 (2 Class Series) and the second of six required courses in the Graphic Design Certificate Program. Fee: $469

Item: 38321  Morgan Olson  Virtual Class  Zoom
Sessions: 6 M, W  Nov 2 – Nov 21  6 – 9PM

Certificate in Entrepreneurship

This online certificate program introduces key issues in entrepreneurship for those looking to start a business on their own. Learn what it takes to build and grow a business from scratch and what personal characteristics are shared by successful entrepreneurs. This certificate is designed for new business owners, as well as anyone considering the challenges of entrepreneurship.

Certificate in Digital Marketing

Aligned with the Online Marketing Certified Associate (OMCA) credential, this certificate covers the strategic issues, marketing methods and tactics, industry terminology, and best practices. Each of the nine courses in this suite offer examples, videos from industry-leading practitioners, interactive games, and review questions to ensure proficiency in the material.

QuickBooks® Desktop Pro Basics (2021 Windows)

QuickBooks® Desktop Pro Basics (2021 Windows) is an introductory-level course designed to build a foundation of essential skills in QuickBooks®. In this course, learners will develop a greater understanding of the basic bookkeeping and accounting functions that the software enables.

A Manager’s Guide to Artificial Intelligence

The emergence of this innovative technology promises to bring unprecedented efficiencies for organizations and enhance business performance. This course introduces learners to basic artificial intelligence concepts and trends.

Ace Your Job Search!

This introductory-level course will teach you how to craft a resume that is targeted, elegant, and effective. It will cover interviewing skills, focusing on preparation and the five stages of the interview process. Finally, you will learn how to formulate winning answers to difficult interview questions.

Banking Today

Financial institutions are unlike any other business. They play a key role in maintaining thriving communities and economies. In this course, you will examine types of banking, customer groups, the business of banking, and the important role banks play in the community.

To view the entire catalog or to register, visit: greenriver.edu/ce-mindedge
<table>
<thead>
<tr>
<th>ed2go Fundamentals</th>
<th>ed2go Advanced Career Training</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Gain skills for professional and personal development</strong></td>
<td><strong>Prepare for a new career, certification or advancement</strong></td>
</tr>
</tbody>
</table>

**INSTRUCTOR-LED COURSES**

Courses are fun, convenient and highly interactive. They include lessons, quizzes, hands-on assignments and more.

Courses may be completed 24/7 from any location with internet access.

**Program Features:**
- Expert instruction
- Online discussions
- 6-week format
- Start monthly
- Non-credit

**Accounting Fundamentals**

Gain hands-on experience with handling accounts receivable, accounts payable, payroll procedures, sales taxes and more. This course will give you a solid foundation in financial matters.

**Administrative Assistant Fundamentals**

This course will help you master essential job responsibilities, implement solutions, and increase productivity.

**Certificate in Nutrition, Chronic Disease and Health Promotion**

Learn about the impact of foodborne diseases, genetically engineered food, malnutrition and chronic diseases.

**Administrative Assistant Applications**

Gain the skills and knowledge you’ll need to prepare for the Certified Administrative Professional exam, and begin a rewarding career as an administrative assistant.

**Get Assertive!**

Learn specific techniques to become more assertive in all types of situations, with all types of people, and in all aspects of your life.

**To view the entire catalog or to register, visit:**

greenriver.edu/ce-ed2go

---

**SELF-PACED COURSES**

Prepare for employment in some of today’s hottest careers with a comprehensive, affordable Career Training Program.

Courses may be completed 24/7 from any location with internet access.

**Program Features:**
- Instructor mentor access
- Materials and books included
- 6-12 months to complete
- Start anytime
- Non-credit

**Business Operations Specialist**

Learn the fundamentals of business management and operational planning with a veteran supply chain manager

**Career Counselor and Life Coach**

Learn all aspects of career counseling and life coaching, from working with clients to establishing a business. Learn career development stages, planning fundamentals, and how to work with diverse audiences. Gain the industry-recognized skills needed to establish a successful coaching business as a career counselor and certified life coach.

**Certificate in Family Mediation**

Experience comprehensive training in the InAccord model of mediation with a special focus on a wide range of family disputes.

**Front-End Web Developer**

Learn the core skills needed to build websites. In this online web development course you will learn how to use HTML, CSS and JavaScript.

**Full Stack Software Developer**

Become an industry-ready software developer by learning different coding languages and intuitive technologies to create web applications that allow people to achieve specific tasks on a computer or another device.

**Information Security Training**

This online cybersecurity training course will prepare you for three globally recognized certifications. This course offers enrollment with or without vouchers. Proctor fees may apply, which are not included.

**Salesforce: Power User**

Salesforce is the most popular CRM in the world. Having a strong knowledge base in Salesforce not only enhances your marketability but gives you skills to be more efficient in day to day use.

**Medical Billing and Coding (Voucher Included)**

Train for an in-demand healthcare career in medical billing and coding. This course will help you prepare for industry certification.

**Procurement and Purchasing Management**

Learn the basics of the supply chain process, purchasing, and contracting issues to provide you with the skills needed for a successful career.

**To view the entire catalog or to register, visit:**

greenriver.edu/ce-careertraining
DRAWING FOR BEGINNERS

Astound yourself at your hidden ability to draw from life! Learn the essentials to making a mark that looks like what you see. Through various exercises, PD Jensen shows how to see like an artist; the drawings then become the record of what you see. Learn the importance of Line, Value, Contrast and Edge, and the paradox of shape. Supply List: Spiral-bound, hard cover sketchbook, about 9 x 12 in size; Drawing pencils: H, HB, B, 2B, 4B, 6B; Kneaded eraser. Fee: $149

Item: 36457  Phil Jensen  Auburn Campus  WB 108

Sessions: 6 Tu, Th  Sep 12-Dec 29  6 – 9PM

Instructor Bio

Phil Jensen

Phil Jensen has an almost obsessive passion for painting—creating illusions by means of composition, value, color and contrast that tell a story or that speak to something within. At the event horizon of the canvas, where the paint is no longer paint, but a different reality, he seeks continual connection with himself and others through his own art and his own individuality.

His approach to teaching drawing, painting in various media and in sculpting is first to see the world in terms of the light, shadow and color that the media offer to the artist. Phil holds the space within the student for the learning, the insights and the creativity to manifest uniquely for each student. He insists that being tuned into the moment of the experience is more important than the end result, and that humility in practice offers the greatest and surest path toward proficiency and understanding.

FUSED GLASS ORNAMENTS AND TILES

Celebrate the holidays by creating your own fused glass ornaments or tiles! This fun, 4-hour workshop is a great way for beginners to learn the basics of glass fusing. Students will learn to cut, design, and fire up to 4 colorful glass ornaments to decorate the tree or tiles to give as gifts. A $125.00 material/firing fee per section paid to instructor in class. Project pick-up on Sunday. Class held off-campus at Blue Dog Glass Art Studio. Fee: $79

Item: 33874  Diana Wendt  Blue Dog Glass

Sessions: 1 Sa  Oct 8  9AM – 1PM

Item: 33876  Diana Wendt  Blue Dog Glass

Sessions: 1 Sa  Nov 5  9AM – 1PM

Item: 33880  Diana Wendt  Blue Dog Glass

Sessions: 1 Sa  Dec 3  9AM – 1PM

Instructor Bio

Diana Wendt

Diana is an accomplished studio artist with 15 years experience in creating kiln-fired glass art. Her work has sold in galleries and art shows throughout the Northwest, and is included in private collections from Seattle to New York to Japan. She has studied with nationally known artists Roger Nachman and Michael Dupille and international masters Cappy Thompson, Mark Eckstrnad and Susan Plum.

Diana was a glass instructor at Pratt Fine Arts Center in Seattle for four years before developing a fused glass program for Green River Community College. Diana’s popular hands-on classes are taught at her Blue Dog Glass Art studio in Covington.

CELL PHONE PHOTOGRAPHY 1: GETTING STARTED

This class is designed to help students improve their photography with cell phones. Whether wanting to take better photos and selfies, use photos to communicate, or use them as an artist uses a sketch pad, you can benefit from this class. Along with a few fundamentals of photography, the class will cover cell phone camera handling techniques, composition, lighting and ideas that will make you a better smart phone photographer. Be sure to bring your phone with a fully charged battery. Fee: $39

Item: 36400  Gary McCutcheon  Auburn Campus  CH-214

Sessions: 1 Tu  Oct 18  6:30 – 8:30PM

Cell Phone Photography 2: Editing & Composition

Get a better understanding of your Cell Phone’s editing program. Be presented with ways to crop, control color and tone, correct exposure, sharpen, and other in camera editing features. Compositional guidelines will be studied to help avoid unbalanced and awkward photo design. Tools to Bring: Fully Charged Cell Phone and Charging cord, Pen and Paper. Fee: $39

Item: 36653  Gary McCutcheon  Auburn Campus  CH-214

Sessions: 1 Th  Oct 20 – Oct 21  6:30 – 8:30PM

Instructor Bio

Diana Wendt

Diana is an accomplished studio artist with 15 years experience in creating kiln-fired glass art. Her work has sold in galleries and art shows throughout the Northwest, and is included in private collections from Seattle to New York to Japan. She has studied with nationally known artists Roger Nachman and Michael Dupille and international masters Cappy Thompson, Mark Eckstrnad and Susan Plum.

Diana was a glass instructor at Pratt Fine Arts Center in Seattle for four years before developing a fused glass program for Green River Community College. Diana’s popular hands-on classes are taught at her Blue Dog Glass Art studio in Covington.
Manual Photography and the Fundamentals
This class presents the fundamentals of photography and manual mode will be used to give students complete control and the creative freedom that digital photography can produce. In addition, the automated settings will then be more understandable. Assignments will be given that further help students to understand principles and functions of the camera. This class includes handouts. Tools: Digital camera with manual settings, lens or lenses, charged batteries and charger, camera manual with index, a tripod will be useful.
Fee: $119
Item: 36460 Gary McCutcheon Auburn Campus, CH-214
Sessions: 4 Tu, Th Nov 1 – Nov 10 6:30 – 8:30pm

Digital Photography 1
Move beyond the auto mode of your digital camera and take great photos in any situation! Through this basic hands-on course, you will explore modern photography in simple, real-world terms. You will learn about exposure, shutter speed, focus, flash, aperture, depth of field, ISO, and much more. Please bring a digital camera with full manual control and a complete owner’s manual.
Recommended Supplies: Digital camera, with user guide, that is capable of full manual control. Fee: $135
Item: 39343 Roger Young Enumclaw Campus ENM 15
Sessions: 6 Tu Oct 4 – Nov 15 6:30 – 9:30pm

Digital Photography 2
Learn to work with RAW images, advanced camera controls, when to use manual controls, shooting for HDR, retouching images and composition. Three outdoor shooting labs included Fee: $135
Item: 39344 Roger Young Enumclaw Campus ENM 15
Sessions: 7 W Nov 16 – Dec 28 6:30 – 9:30pm

Instructor Bio
Roger Young
Roger Young took up photography as a hobby in 1975, sold his first photo in 1977, and shot his first wedding in 1983. He has taken photography courses at Montana State University the University of Great Falls and Green River Community College.
Roger specializes in portrait, wedding, real estate, hobby, landscape, and nature photography and has won several awards in Photography including at the Washington State Fair. Roger also had a private show at the Enumclaw City Hall in 2012.
He has judged several photography contests including the 2013 Washington State Fair (International Photographers Exhibit), and the 2013 Puyallup Spring Fair. Roger is also the Technical Director of the Rainier Hills Photography club in Buckley/Bonney Lake, WA.

Beginning Oil Painting Without Solvents
Learn the easiest, luscious and most versatile medium of all without toxic solvents! With the fewest of supplies and most limited palette, begin to paint in oil, and build at your own pace from your own discoveries. Learn the handling of the medium, the mixing of colors, and the importance and principles of drawing which are included in the course. A $5 supply fee paid to the instructor at the first class. Supply list: Sketchbook, drawing pencils and kneaded eraser, #6 Round, #6 Flat, #8 Flat, Mixing palette knife (metal, with offset handle), Mixing palette board, Titanium White, Ivory Blackout, 1.5 to 3 oz sealable glass jar, Primed canvas pad (Larger is best, from which smaller ones can be cut), Paper towels, Clip board or other suitable board to place canvas, $5 supply fee paid to instructor at first class.
Item: 36415 Phil Jensen Auburn Campus WT-16
Sessions: 6 T & Th Sep 13 – Sep 29 6 – 9pm

Introduction to Floral Design
Get a unique, creative and modern approach to designing arrangements while learning the basics of floral design. Class will include the care and handling of flowers, flower varieties and fundamental concepts of floral arrangements and styles. Gain a basic foundation for personal use or for entry level employment in the industry. Fee: $79
Item: 35863 Sara Koelsch Auburn Campus WT-16
Sessions: 1 Th Sep 8 6 – 8pm
Item: 35864 Sara Koelsch Auburn Campus WT-16
Sessions: 1 Th Oct 6 6 – 8pm
### Personal Interest

#### Floral Design: Decorative Holiday Wreaths
Learn to make a warm inviting holiday wreaths to brighten your door, mantle, or give away as gifts. You will get to take home your own beautiful creation at the close of class. Fee: $79

**Item:** 35865  
**Sara Koelsch**  
**Auburn Campus**  
**Sessions:** 1 Tu  
**Dec 6**  
**6 – 8PM**

### Instructor Bio

**John Fiskum**
John takes great pleasure in introducing anglers to new techniques, skills, and destinations. He has spent the last 20 years sharing his passion for fly fishing with students both in the classroom and on the water. Through his company “Fiskum Fly Fishing Enterprises” he guides, instructs, and ties custom flies. He has escorted angling adventure tours to Alaska, British Columbia, Mexico, the Rockies, and around the Pacific Northwest.

#### A Journey Into Wine Country: The Harvest
The grapes have ripened, the vines have transformed flowers to fruit and everywhere you look you are taking in rich colors and unctuous fragrance. The crush is upon us. Join Roland Viera, a 3rd generation winemaker, to discover the essential elements of good grape farming, harvest decisions, fermentation, and the final stages of winemaking.

This class is the part of our Journey into Wine Country program. The wine program includes three consecutive classes offered in Spring, Summer and Fall terms. Each segment can be taken individually and in any order. Those who choose to complete all three classes will be eligible for a Certificate of Completion. This series is best suited for an audience of 21 or older. Fee: $99

**Item:** 38631  
**Roland Viera**  
**Virtual Class**  
**Zoom**  
**Sessions:** 5 Tu  
**Sep 27 – Oct 25**  
**6 – 8PM**

#### DIY Yakima River Fly Fishing: Classroom
The Yakima River is a heavily guided watershed but in the know DIYs anglers can have good success once you unlock its secrets. In this classroom session we will discuss this complex waterway and its seasonal river conditions, insect hatches, fly patterns and strategies for success. Class will include a resource guide with information about access for both wade fishing and floating the river. After the classroom session there will be 2 optional outings for hands on instruction and fishing. Rod, reel and line set ups available to Rent from instructor for $10 Fee: $39

**Item:** 35891  
**John Fiskum**  
**Enumclaw Campus**  
** Sessions:** 1 Tu  
**Sep 20**  
**6:30 – 8:30PM**

**Item:** 35912  
**John Fiskum**  
**Yakima River**  
**Sessions:** 1 Sa  
**Sep 24**  
**10AM – 3PM**

**Item:** 35913  
**John Fiskum**  
**Yakima River**  
**Sessions:** 1 Sa  
**Oct 8**  
**8AM – 4PM**

#### Fly Fishing for Sea Run Cutthroat Trout
Come and learn about this unique regional fishery and the local opportunities. Coastal Cutthroat are available in Puget Sound year round and provide an exciting river fishery in the fall. Class will include a resource guide with information about where to fish, hot fly patterns and strategies for success. After the classroom session there will be an optional outing to a local river for hands on instruction and fishing. *Classroom session is a prerequisite for the outing. Rod, Reel and line set ups can be rented from instructor for $10. Fee: $39

**Item:** 35886  
**John Fiskum**  
**Auburn Campus**  
**Sessions:** 1 Tu  
**Sep 6**  
**6:30 – 8:30PM**

**Item:** 35889  
**John Fiskum**  
**Arranged**  
**Sessions:** 1 Sa  
**Sep 10**  
**7 – 10AM**
PERSONAL INTEREST

Intro to Trout Spey Casting
Spey fishing for trout is trending as the fastest growing segment of fly fishing and for good reason. It’s really fun! This is an on-the-water, hands-on fly casting and fishing experience. We’ll spend the first 2 hours learning about the specialized equipment and how to cast. The second 2 hours will be spent trying to catch a trout on Trout Spey Tackle. * Trout Spey Outfits can be rented from instructor for $15 or bring your own. Equipment list & logistics will be sent upon registration. Fee: $69

Item: 36018  John Fiskum  Arranged
Sessions: 1 Sa  Sep 17  7 – 11 AM

River Salmon Strategies (Conventional Tackle)
Fall is an exciting time in the Northwest as our annual runs of fall Salmon ascend the rivers. River salmon can be tricky to catch so the angler needs to have a wide variety strategies at his/her disposal. In the classroom session we will discuss tackle, equipment, rivers, run timing, and 5 different strategies for success. After the classroom session there will be 2 different optional outings for hands on instruction and fishing. * Outings are subject to Seasonal Regulations. Fee: $69

Item: 36019  John Fiskum  Enumclaw Campus  ENM-14
Sessions: 1 Th  Sep 29  6:30 – 8:30 PM

Item: 36020  John Fiskum  Skykomish River
Sessions: 1 Sa  Oct 1  7 – 11 AM

Item: 36021  John Fiskum  Green River
Sessions: 1 Sa  Oct 29  7 – 11 AM

Bank and Wade Fishing for Winter Steelhead
A lot of NW Winter Steelhead fishing is about racing around in power boats on crowded rivers. In this class get back to the basics of the sport! Learn how to set up tackle to fish three effective methods for the shore bound angler – drift fishing, float fishing, and spoon fishing. We will discuss productive bank fishing areas on local and regional rivers and how to time your visits for success. Class includes a resource notebook. Optional Saturday outing to a local river for hands on instruction and fishing. Rod and reel set-ups available from instructor for rental fee of $10. Fee: $39

Item: 36170  John Fiskum  Auburn Campus  CH-214
Sessions: 1 W  Nov 30 – Nov 30  6:30 – 8:30 PM

Item: 36172  John Fiskum  Snoqualmie River
Sessions: 1 Sa  Dec 3 – Dec 3  7 – 11 AM

Fish Smoking
Learn how to make delectable smoked fish! We’ll focus on Pacific NW favorites like salmon, steelhead and trout. You’ll be a hit at all your parties and events with your own custom-made smoked appetizers. Class will include step-by-step instruction, demonstration, recipes and sample tasting. Fee: $39

Item: 36166  John Fiskum  Auburn Campus  CH-214
Sessions: 1 Tu  Nov 15 – Nov 15  6:30 – 8:30 PM

INSTRUCTORS WANTED

We are looking for instructors to assist in all programs. If you are interested in teaching, please contact us at ce@greenriver.edu. You will receive a 10% discount on a future class.

LANGUAGE AND CULTURE

French I
This language course emphasizes conversation but also includes reading, writing, speaking and understanding the language. Course is geared toward the adult student seeking control of a language for practical application such as travel. Cultural, historical and social points of interest are also presented to provide a well-rounded, informative language program. Recommended Textbook (available online and at the campus Papertree Bookstore): French in 10 Minutes a Day by Kristine K. Kershul (ISBN #1931873291) Fee: $155

Item: 35860  Arthur Morris  Auburn Campus  WB-106
Sessions: 8 W  Sep 7 – Oct 26  6:30 – 8:30 PM

Spanish I
This language course emphasizes conversation but also includes reading, writing, speaking and understanding the language. Course is geared toward the adult student seeking control of a language for practical application such as travel. Cultural, historical and social points of interest are also presented to provide a well-rounded, informative language program. Recommended Textbook (available online): Spanish in 10 Minutes a Day by Kristine K. Kershul (ISBN #1931873305). Fee: $155

Item: 35718  Arthur Morris  Auburn Campus  WB-106
Sessions: 8 Tu  Sep 6 – Oct 25  6:30 – 8:30 PM

Instructor Bio

Arthur Walter Morris, Jr.
Completed undergraduate work at the University of Washington as a Spanish major in 1972 and finished his masters in Romance Languages in 1973. Arthur received his first teaching assignment in September of 1974 in the Seattle Public Schools where he primarily taught Spanish, French, and Language Arts. Also, he taught Spanish and French at Hampton University in Virginia. Arthur has traveled extensively overseas to enhance his language skills; he was president and vice president of the American Association of Teachers of French for Washington and Alaska, and he has been affiliated with language organizations such as WAFLE, the Alliance Francaise, and the American Association of Teachers of Spanish and Portuguese.
**Personal Interest**

**Adult CSI Lecture**
Do you enjoy watching CSI programs/mysteries? Then this class is for you. This 3-hour presentation will contain some photos and information that might be considered graphic/offensive. Learn behind the scenes facts of several crimes such as homicides, robberies, staged crime scenes, and more. Fee: $35

**Item:** 33914  Lynne Dean  Auburn Center  AC-160
**Sessions:** 1  **Sa Oc 1**  **9AM – 12PM**

**Item:** 33927  Lynne Dean  Virtual Class  Zoom
**Sessions:** 1  **Tu Sep 25**  **6 – 19:00PM**

**Money Matters**

**Medicare Made Clear**
Learn about the different Medicare options in this seminar. We will discuss Medicare Part A & B as well as Medicare advantage health plans, prescription drug health plans, supplemental insurance and more! Fee: Free

**Item #** 40694  Joyce Joneschiet  Virtual Class  Zoom
**Session:** 1  **Tu Sept 13**  **6:30 – 8:30PM**

**Item #** 40695  Joyce Joneschiet  Virtual Class  Zoom
**Session:** 1  **Tu Oct 17**  **6:30 – 8:30PM**

**Item #** 40696  Joyce Joneschiet  Virtual Class  Zoom
**Session:** 1  **Tu Nov 10**  **6:30 – 8:30PM**

**Item #** 40697  Joyce Joneschiet  Virtual Class  Zoom
**Session:** 1  **Tu Dec 6**  **6:30 – 8:30PM**

**Rules of the Road - The Foundations of Investing**
There are rules you can follow to work toward your goals. Learn the fundamental concepts of investing and potential strategies to help build wealth. We’ll discuss the most common investing mistakes and how to avoid them, investing strategies to help reach your long-term goals and what you can do now to prepare for retirement. Fee: $39

**Item:** 35713  John Schneider  Arranged
**Sessions:** 1  **Tu Oct 11**  **7:30 – 8:30PM**

**Retirement Strategies 101**
Regardless of age, you can learn to create a plan to make the most of your retirement dollars. Will you be able to retire early? How long must your money last? What strategies can you use to save money on your taxes? A Certified Financial Planner will answer these and other essential planning questions. Topics include retirement needs and expenses, social security maximizations, income sources, IRA distributions, investments and more! Fee: $50. Spouse attends for $20; call CE to register. Textbook included.

**Item:** 39543  Tom Bowman  Auburn Center  AC 230
**Sessions:** 2  **Sa Oct 8 – Oct 15**  **9AM – 12PM**

**Item:** 39545  Tom Bowman  Arranged
**Sessions:** 3  **Tu Oct 4 – Oct 18**  **6:30 – 8:30PM**

**Retirement Planning Workshop**
The investment world is awash with information and starving for wisdom. Come join us for a night of cutting through the clutter to focus on what really matters in constructing a portfolio of investments designed to last through retirement.

In this class we are going to address the most common mistakes people make that lead them to poor investment performance in retirement and teach you how to avoid them. We will also be discussing what to consider when building a portfolio through the lens of academic data. Fee: $39

**Item:** 41085  Scott Beusch  Virtual Class  Zoom
**Session:** 1  **M Oct 10**  **6 – 8:30PM**

**Item:** 41089  Scott Beusch  Auburn Campus  CH-214
**Session:** 1  **W Nov. 9**  **6 – 8:30PM**

**Music and Voice**

**Beginning Ukulele**
Start strumming and learn to play in a relaxed and fun atmosphere. Curriculum includes arrangements for all levels from beginner to pro. Focus will be on learning basic strums and chords set to new songs each week. Bring your own ukulele and start making music! Fee: $200

**Item:** 38632  Auburn Campus  CH 214
**Sessions:** 8  **Tu Sep 27 – Nov 15**  **5:30 – 6:20PM**

**Campfire Guitar Class**
Learn online or in person with an end-of-session meet-up at Green River College’s outdoor campfire area. This class will teach you all the fundamentals you need to know to become a campground or backyard troubadour, wandering minstrel, balladeer, and/or person who strums guitars because it’s fun - your choice. Chords, chord charts, rhythms, rhythmic notation. Most of your favorite songs are probably easier than you think they are. You must own your own guitar for this class. Fee: $200

**Item:** 38634  Auburn Campus  CH 214
**Sessions:** 8  **Tu Sep 27 – Nov 15**  **6:30 – 7:20PM**

**Guitar, Beginning/Continued**
Develop guitar skills while learning songs you like. Beginning guitar students learn chords, strumming, finger-picking, and other basic skills. Fee: $99

**Item:** 36892  Charles Buser  Auburn Campus  CH 208
**Sessions:** 11  **M Sep 26 – Dec 5**  **6:30 – 7:30PM**

**An Introduction to Voiceovers (Getting Started in Voice Acting) One-On-One Video Conference Class**
Wow, you have a great voice! Have you heard that more times than you can count? Explore the voiceover industry with your instructor, a professional, working voice actor from the voice acting training company, Voices For All, in a one-on-one, personalized, video chat. In this one-time, 90-minute, introductory class, you’ll also learn about the different types of voiceovers and the tools you’ll need to find success. Fee: $39

**Item:** 33891  Virtual Class Zoom
**Sessions:** 0  **Virtual Class Zoom**
**Session:** 1  **Sep 1 – Dec 8**  **12 – 12AM**

---

[greenriver.edu/ce • 253-333-6030]
PERSONAL INTEREST

WRITING

Instructor Bio

Tiffany Doer Guerzon

Although I mainly write essays and articles, I’ve also delved into fiction. I’ve written three picture books, one of which, Loud Lani, won second place in the Pacific Northwest Writers Association Literary Contest in 2010. I’ve also written a middle-grade novel called Adeline’s Mirror, a ghost story set in Seattle’s Queen Anne neighborhood. Adeline’s Mirror was a finalist in the 2012 Pacific Northwest Writers Association Literary Contest.

Celebrate Your Story: Writing Creative Nonfiction

Everyone has a story to tell; what’s yours? This class focuses on the basic skills needed to write your own short memoir, personal essays or any other form of creative writing. This class is structured for repeat registration with different themes and focuses each month, while maintaining curriculum perfect for those interested in single term attendance. Instructor offers customized support for all forms of writing in collaborative learning environment. Whether you are beginner or an expert, this class will take your writing to the next level. Repeat students welcome. Fee: $99

Avoid Writing Mistakes Even Best-selling Authors Make

Literary agents don’t need more manuscripts in their slush pile. What they need are well-crafted, well-written and polished stories they can’t put down. Don’t be the one they toss just because of some sloppy mistakes. Be prepared to write. Fee: $39

Crafting The Story: Short Story and Novel Writing

Have you always wanted to write a short story or novel? Maybe you have a great idea, but don’t know how to begin. In this class, you will learn how to take your best-selling idea and build it block by block into a compelling storyline with engaging and memorable characters. Instructor has seven novels published on Amazon. Come to class ready to write and to share your idea with others. Students will finish the workshop with a fully fleshed-out outline. Fee: $119

INTRODUCTION TO SNOWSHOEING, WINTER QUARTER

Come and learn how to get started in the fasted growing winter sport in the country. Winter quarter we will have a classroom session and cover equipment, clothing, safety and destinations for this lifetime winter sport. Following the class there will be 2 optional group Snowshoe Outings up in the Cascades.

Email us at CE@greenriver.edu if you would like us to contact you with more information.
Join us on Sept. 14th for a Prime Time presentation by Northwest author, media personality and humorist, Dorothy Wilhelm.

11 am - 1 pm, Free

Kent Campus
417 Ramsay Way, Suite 112
Kent, WA

How can we stay comparatively sane in these high anxiety, high tension days? Dorothy Wilhelm shares her secret - a handful of practical, workable, and frequently funny strategies. At 88, Dorothy is having the time of her life, starting a new business and learning new skills. She’ll share her Secret Five things to remember when the world turns upside down.

Prime Time is a program for active seniors at Green River College. It is a part of the Continuing Education program.

See page 4 for more information.

Register at ce@greenriver.edu
GREEN RIVER COLLEGE LOCATIONS

Main Auburn Campus
Continuing Education (WT Building)
12401 SE 320th St., Auburn, WA 98092
253-833-9111, ext. 2535

Auburn Center
1221 D Street NE, Auburn, WA 98002
253-288-3455

Enumclaw Campus
1414 Griffin Avenue, Enumclaw, WA 98022
253-288-3400

Kent Campus
417 Ramsay Way, Suite 112, Kent, WA 98032
253-520-6290

Off-Campus Locations

Blue Dog Glass Art
29304 168th Ave. SE, Kent
Covington City Hall
16720 SE 271st St, Covington
Covington Library
27100 164th Ave. SE, Covington
Kentwood High School
25800 164th Ave. SE, Covington
Master Carving School
10722 151st Ave. SE, Renton
NorthWest Handling
1100 SW 7th St, Renton
Tahoma Learning Center
27500 228th Ave. SE, Maple Valley
Renton Technical College
3000 NE 4th St., Renton

Call 253-520-6283 or visit greenriver.edu/ce
1 MAIN AUBURN CAMPUS – 12401 SE 320TH STREET

SOUTHBOUND
1. Take Highway 167 South toward Kent/Auburn.
2. Take the 15th St. NW exit. Turn left onto 15th St. NW.
   (15th Street NW becomes Harvey Road.)
3. Turn left onto 8th St. NE.
4. Turn right onto 105th Pl. SE. Drive to top of hill to SE 320th.

NORTHBOUND
1. Take Highway 18 East toward Auburn/North Bend.
2. Take the SE 304th St. exit toward SE 312th St.
3. Turn right onto SE 304th St. (SE 304th St. becomes 132nd Ave. SE.)
4. Continue to 132nd Way SE. (132nd Way SE becomes SE 312th St.)
5. Turn left onto 124th Avenue SE.
6. Turn left onto SE 320th Street.

2 AUBURN CENTER – 1221 D STREET NE
1. Take Highway 167.
2. Take the 15th Street exit.
3. Turn right on D Street NE.

3 KENT CAMPUS – 417 RAMSAY WAY, SUITE 112

SOUTHBOUND
1. From Highway 167, take the Willis St. exit. Turn left onto Willis St.
2. Drive east on Willis St., turn left (north) onto 4th Ave S.
3. Turn right onto Ramsay Way, then turn right into the parking lot.

NORTHBOUND
1. From Highway 167, take the Willis St. exit.
   Turn right onto Willis St.
2. Drive east on Willis St., turn left (north) on 4th Ave. S.
3. Turn right onto Ramsay Way, then right again, into the parking lot.

4 ENUMCLAW CAMPUS – 1414 GRIFFIN AVENUE

SOUTHBOUND
1. From Highway 18 East, take the Auburn/Enumclaw exit onto Auburn Way S.
2. Turn left onto Auburn Way (Highway 164). Travel about 12 miles
   (Highway 164 becomes Griffin Avenue.)
A skilled workforce is a force multiplier and a key factor to economic success.

Whether it’s upgrading the skills of current employees or training new employees, Green River College Corporate Training can help!

We work with your business to develop a training program that meets your specific goals.

» Business Skills

» Information Technology

» Workplace Skills

» Organization Performance

Training can be delivered at your business location or at one of the following locations: Auburn Campus, Kent Campus, Auburn Center or Enumclaw Campus.

ARRANGE A NO-COST TRAINING CONSULTATION TODAY

Call 253-520-6283 or visit greenriver.edu/ce
NEW CLASSES IN ALL AREAS!

See Inside for Floral Design!

Register at ce@greenriver.edu