

Get in. Get out. Get a job!

TMCC Workforce Development and Continuing Education courses

Enhance your earning potential!

Two course guides in one: See Community Education on the other side.

- **Fluent in another language? Become an interpreter,** page E
- **Master public speaking,** page M
- **Become a WordPress webmaster,** page H
- **Create long-term growth for your business,** page L
- **Achieve your writing dreams with the TMCC Writers' Conference,** page N



wdce.tmcc.edu 775-829-9010

January through April 2015 classes
facebook.com/tmccwdce

Check out Community Education's fun classes on the other side of this publication.

TMCC's Workforce Development and Continuing Education Department

Aspire.

Prosper.

Thrive.

Succeed.



Table of Contents

Career Certificates

Apartment Maintenance.....A
 Floral Industry.....A
 Grant Writing.....B
 Health Careers.....C, D
 Herbal Studies.....D, E
 Languages Certificates.....E, F

Massage Therapy.....F,G
 Online Career Certificates.....I
 Professional Advancement.....H, I
 Property Management.....I
 Administrative Professional (degree or academic certificate).....L

Business Skills

Computers and Software.....J-L
 Management.....L
 Marketing.....L
 Professional Skills.....L, M
 Writers' Conference.....N
 Registration and Policies....27, 28
 WCSD Community Education Courses.....1-26

Career Certificates

Apartment Maintenance Certificate

HOT!

Apartment Maintenance Technician

Create an environment that makes people feel right at home. Gain the skills you need to become an apartment maintenance technician during this comprehensive certificate program. Build a solid foundation in basic repair tasks including plumbing, drywall patching, electrical wiring, prepping and painting. You'll also learn how to repair and re-key locks, as well as finish carpentry installation techniques. The U.S. Department of Labor Statistics projects 11 percent job growth in this career field through 2020, with average pay starting at \$16 an hour. \$50 materials fee

3/25-5/13 **W** **6 - 9 p.m.**
 Shumway
 TMCC/IGT Applied Technology Center **\$499**

Floral Industry Certificate



Florist Fundamentals

In just two weeks, get the training you need for a career as a floral handling or design assistant at a retail florist shop. Learn how to identify, care for and handle flowers. In addition, gain hands-on experience creating vase and basket arrangements, boutonnieres, corsages and more. Taught by an experienced floral designer at a floral design center, this class will give you a realistic feel for this profession. \$25 materials fee

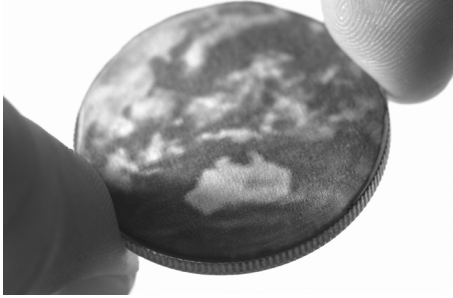
3/2-3/13 **M-F** **1 - 4 p.m.**
 Fiannaca
 Sparks Florist Design Center **\$299**

"I learned so much about flower design and care, as well as a ton of business information."
 -Heather J., florist student

View the video on our floral fundamentals class!
<http://bit.ly/floraltraining>

Grant Writing and Non-Profit Management

Earn your certificate in as little as one week! Or brush up on your skills by taking a specific topic. Visit wdce.tmcc.edu and click on "Programs We Offer" then "Grant Writing."



NEW!

Grant Writing Certificate

Secure funding for your favorite charity by earning a grant writing certificate in only 32 hours. Create a persuasive proposal that will attract foundation, government and corporate money.

Using the nine components of a grant, identify critical data that will produce a successful grant application. Find free funding sources that will save you money, and understand the importance of effectively managing the money after your organization receives it. You must complete the National Career Readiness Certificate exam with at least a silver level to qualify for this program (exam included in the certificate's tuition). No internship provided.

2/6-2/27 F 8 a.m. - 5 p.m. OR
4/20-4/23 M-TH 8 a.m. - 5 p.m.

French
TMCC Meadowood Center S315 \$899

Project Management

Maximize your chances of securing future grant money and building long-term sustainability for your non-profit agency. Learn how crucial it is to plan for and efficiently manage grant funding, to collect and analyze data that quantifies your success, and to follow through with those who have funded your project.

3/28 S 9 a.m. - 5 p.m.

French
TMCC Meadowood Center S324 \$159

Designing Grant Budgets

Tell the story of your grant request convincingly through budgets and accompanying narratives. Learn the most commonly used budget formats and feel comfortable with concepts and terminology.

3/7 S 9 a.m. - 5 p.m.

French
TMCC Meadowood Center S315 \$159

Grant Writing Basics

Help your favorite charity while you increase your job skills by learning to write grants. Find out how to tell your story and create a persuasive proposal to secure foundation, government and corporate money. Learn key components and critique samples, then write a mock proposal. In addition to the two Saturday lectures, 15 hours of outside work are required.

2/7-2/21 S 9 a.m. - 5 p.m.

French
TMCC Meadowood Center S315 \$259

Finding Funding Sources

Don't buy expensive subscriptions when you can use the web to find free sources of funding for your grant. Learn how to interpret your research, so you have all the information you need to submit a proposal. You must have basic computer skills to take this class.

2/28 S 9 a.m. - 5 p.m.

French
TMCC Meadowood Center S115 \$159

Outcomes and Evaluations

Every grants project demands evaluation and tweaking. Learn the importance that deliverables, measurables, goals, objectives and activities mean to your grant process. By learning what these terms mean, you can design and explain your goals and objectives, make your program results measurable, and effectively evaluate your program for those who will provide the money.

3/21 S 9 a.m. - 5 p.m.

French
TMCC Meadowood Center S315 \$159

Why take grant writing?

Grant writing is ripe with opportunities for those willing to learn. It can enrich your wallet, improve your personal life and give you independence, according to Entrepreneur.com.

Refining Grant Writing Skills

Put your grant writing skills on steroids. Learn the extras that make your grant request more competitive. You'll polish the basic grant components and your current proposals so they shine.

4/18-4/25 S 9 a.m. - 5 p.m.

French
TMCC Meadowood Center S315 \$259

"She really knows the subject and has a great way of teaching it."

-Victoria C., Refining Grant Writing Skills student

Earn your grant writing certificate in as little as one week!

Our new, accelerated grant writing program covers the nine essential components of grant writing in a week-long or one-month format.

You'll learn:

- the most practical approaches to grant writing,
- the art and technology of grant writing,
- about different sources of funding and
- how to keep your grants for subsequent years.

For details, see class listed on this page.



Health Career Certificates



Pharmacy Technician

In just 50 hours, gain the training you need to take the Pharmacy Technician Certification Board's Exam and be well on your way to a new career. The U.S. Department of Labor Statistics predicts job growth in this field at 32 percent through 2020, with starting pay averaging \$14 an hour. Work under the supervision of a registered pharmacist in hospitals, home infusion pharmacies, pharmacies and other health care settings. Learn medical terminology specific to your new occupation, reading and interpreting prescriptions and defining drugs by generic and brand names. Find out how to calculate dosages, IV flow rates, drug compounding, dose conversions, dispensing of prescriptions, inventory control, billing and reimbursement. Internship not provided.

3/10-5/5 T,TH 5:30 - 9 p.m.

Chan

TMCC Meadowood Center S324 \$1199

EKG Technician

Train for a new health care career in just 50 hours of instruction. This career field is projected by the U.S. Bureau of Labor Statistics to grow 70 percent through 2020, with starting pay averaging \$23 an hour. Acquire the skills you need to prepare for the ASPT-Electrocardiograph Technician Exam, other national certification exams and to serve as an EKG Technician. Learn about the heart's fascinating anatomy, physiology, medical disease processes, medical terminology, medical ethics, legal aspects of patient contact, laboratory assisting, electrocardiography and echocardiography. Gain experience practicing with equipment and getting hands-on time in labs working with an EKG machine, the normal anatomy of the chest wall for proper lead placement, 12-lead placement and other clinical practices. No internship provided.

3/9-5/4 M,W 5:30 - 9 p.m.

Pearson

TMCC Meadowood Center S324 \$999

HOT!

Clinical Medical Assistant

Train for this in-demand position that is predicted to grow by 31 percent through 2020 and has an average starting pay of \$13 an hour. Gain skills to work in a private medical practice, hospital, clinic or other medical facility. Find out how to assist physicians by performing functions related to the clinical aspects of a medical office. Learn about preparing patients for examination and treatment, routine lab procedures, diagnostic testing, phlebotomy and the cardiac life cycle. Review important topics including pharmacology, the proper use and administration of medications, taking and documenting vital signs and placing cardiology leads. Also discuss professional behavior, ethics and the legal aspects of healthcare. This comprehensive program includes 140 hours of classroom lecture, hands-on labs and a clinical externship opportunity at a local healthcare provider. To be eligible for the clinical rotation, you must successfully complete this program, submit to a thorough background check and drug screening, and meet other requirements. Upon successful completion, you are eligible to sit for the National Health Career Association Certified Clinical Medical Assistant national examination.

3/3-6/11 T,TH 5:30 - 9 p.m.
S 9 a.m. - 4:30 p.m.

TMCC Meadowood Center S315 \$2599

Why become a medical assistant?

This career path is projected to be one of the top ten fastest-growing professions that do not require a college degree, according to the U.S. Bureau of Labor Statistics.

HOT!

Community Health Worker

Become a non-medical health provider who makes a difference in your community by facilitating access to housing, food, education, employment, civil rights and healthcare resources. Learn how to evaluate a client's needs and create a plan to address them, and explore HIPAA guidelines for client rights and confidentiality, required documentation and reporting, and safe boundaries for interpersonal relationships. Discover your advocacy role, how to develop community resources and partnerships, how to be sensitive to ethnic, cultural, religious and gender diversity, and case management strategies that will best serve your clients. Find out how to navigate the Nevada healthcare system and promote healthy living through nutrition and disease prevention. Understand the importance of time management and how to manage your own self-care with coping skills that reduce the stress of emotional attachment and help you debrief difficult cases. No internship provided.

2/21-4/25 S 8 a.m. - 4:30 p.m.

Kolar

TMCC Meadowood Center 306 \$799

Why train for a health career?

The Nevada Department of Employment, Training and Rehabilitation reports the health sector remains a strong creator of new jobs, generating about 3,600 jobs the past year alone.

Medical Administrative Assistant

Gain a well-rounded introduction to medical administration. This 50-hour course prepares you to function effectively in many of the administrative and clerical positions in the health care industry. Medical administrative assistants, secretaries and records clerks are all positions in great demand. The U.S. Department of Labor Statistics predicts job growth in this field to be 20 percent through 2020, with starting pay averaging \$14 an hour. Delve into aspects of the medical assisting profession, interpersonal skills, ethics and law, terminology, basics of insurance billing and coding, telephone techniques, scheduling appointments, records management and management of practice finances. This program does not include state or national certification or an internship.

3/9-5/4 **M,W** **6-9 p.m.**
Stinson
TMCC Meadowood Center S300 **\$999**

"I loved the class and learned so much. It was fun and educational."

—Jennifer A., Medical Administrative Assistant student

Work at Home as a Medical Transcriptionist

Medical transcription is a \$12 billion industry per year in the U.S. Make good money, work from home and transcribe fascinating information. Find out what it takes to start a medical transcription business from the ground up and enjoy being your own boss, having flexible hours and earning a great salary. \$20 materials fee

2/7 **S** **10 a.m. - 1 p.m.**
Burns
TMCC Meadowood Center **\$49**

Medical Billing and Coding

Every medical establishment needs qualified coding experts. Gain the skills you need to solve insurance billing problems, manually file claims using the CPT and ICD-9 manual, complete common insurance forms, trace delinquent claims, appeal denied claims and use generic forms to streamline billing procedures. Become familiar with the guidelines, evaluations and management of CPT; specialty fields such as surgery, radiology and labs, ICD-9 guidelines and basic claims processes. Learn how to locate the service and codes using CPT, ICD-9 and HCPCS manuals. After completing this course and obtaining six months to two years of practical work experience, you will qualify to take the American Academy of Professional Coders Certified Professional Coder Exam, the American Health Information Association Certified Coding Associate Exam and other national certification tests. No internship provided.

3/3-5/14 **T,TH** **6-9:30 p.m.**
S **9 a.m. - 3 p.m.**
TMCC Meadowood Center S117 **\$1899**

Dialysis Technician

Enter this growing health care field that helps others enjoy a better quality of life. The U.S. Bureau of Labor Statistics projects this field to grow 13 percent through 2020, with an average starting pay of \$15 an hour. This 50-hour program provides you with the knowledge and skills to successfully enter this field. Under the supervision of physicians and registered nurses, technicians operate kidney dialysis machines, prepare dialyzer reprocessing and delivery systems, and maintain and repair equipment. Furthermore, technicians work with patients during dialysis procedures and monitor and record vital signs as well as administer local anesthetics and drugs as needed. You may also be involved in the training of patients for at-home dialysis treatment. This program does not include a national or state certification as part of its overall objectives. There is no student internship or clinical rotation offered as part of this program.

3/9-5/4 **M,W** **6-9:30 p.m.**
Schultz
TMCC Meadowood Center S203 **\$999**

Register 24/7 at wdce.tmcc.edu

Herbal Studies

Take one class for fun or earn your certificate to complement your existing health care career, work in a natural foods store or build a foundation toward becoming an herbalist. See wdce.tmcc.edu and click on "Programs We Offer" for certificate requirements.



Medicinal Plants: A Systems Approach

Establish a strong foundation in herbal studies by discovering more than 40 important medicinal plants and how their uses promote overall well-being. Learn how plants interact with the body's physiological systems, such as cardiovascular and digestive systems. Learn their appropriate uses, while touching and smelling both fresh and dried plant materials. Book required. \$20 materials fee

1/27-3/24 **T** **6-9 p.m.**
Broderick/Powers
TMCC Meadowood Center S103 **\$215**

View the video on our herbal studies program!

<http://bit.ly/herbalstudies>

The West's Healing Tree: Balsam Poplar

Learn to identify the Balsam Poplar tree in its native habitat and how to ethically harvest the usable parts while out in the field. In the lab, steep the Balsam buds into an oil and then transform it into a therapeutic salve. \$10 materials fee

1/24 S 9 a.m. - 5 p.m.
 Broderick/Powers
 Reno \$79

"It was practical and hands-on. I will use what I learned at home."

-Honey T., balsam student

Herbs for Women's Health

Take your health back into your own hands and learn to prevent many health issues by using simple herbs and natural healing methods to achieve and maintain balance. Explore the best forms of herbal preparation and the best ways to apply them internally and externally. \$15 materials fee

2/21 S 9 a.m. - 5 p.m.
 Powers
 TMCC Meadowood Center S103 \$79

Chinese Herbology

Delve into an ancient herbal art through in-depth teachings of Chinese medical theory and practical uses of herbs native to China. Experience smelling, tasting and preparing these medicinal herbs as part of a daily diet. \$15 materials fee

1/29-3/26 TH 6 - 9 p.m.
 Rueckl
 TMCC Meadowood Center S210 \$215

Herbal Formulations

Make better-informed herbal purchases by learning how to analyze products and become a more objective consumer. Find out how and why certain herbs are blended together, while discussing how formulations might be altered or improved. Discover how to reformulate a remedy based on an existing commercial product. \$10 materials fee

4/2-5/14 TH 6 - 9 p.m.
 Powers
 TMCC Meadowood Center \$189

HOT!

Practical Herbology II

Engage every sense as you learn the basics of producing botanical medicines. In this hands-on lab prepare salves, decoctions, tinctures and more. While this lab complements the class Medicinal Plants, you can take it independently. Book required. \$35 materials fee

Lecture: 3/31-5/12 T 6 - 9 p.m.
 Field Trip: 4/25 S 9 a.m. - 5 p.m.
 Broderick/Powers
 TMCC Meadowood Center S103 \$225

Success Story:

High Quality Organics, Inc. sends their employees to WDCE

The Herbal Studies program has "helped us build a more knowledgeable staff, has spurred innovation in uses and applications for our products, and increased our value to our customers," explained Dawn Wykoff, director of research and development, and Dr. Tom Jondiko, food scientist, of High Quality Organics, Inc.

Make an Herbal First-Aid Kit

Discover how to select fresh and dried herbs to make teas, tonics, tinctures, medicated oils and salves while creating a practical and usable first-aid kit. Gain hands-on experience grinding, powdering, basic salve making, and how to measure and pour herbal extracts and essential oils. Become familiar with the 15 common herbs that can have a positive effect on health and well-being. Know the advantages and disadvantages of an herbal first-aid kit. \$30 materials fee

3/28 S 9 a.m. - 5 p.m.
 Broderick/Powers
 TMCC Meadowood Center S103 \$79

Language Certificates

Professional ESL

In this highly advanced class, build upon your English skills so you can succeed in a multitude of personal and professional settings. Incorporating the National College and Career Readiness Standards, you will have the ability to segue confidently into the professional arena. In addition, enjoy listening to guest speakers who will address specific professional issues.

1/28-3/18 W 9 a.m. - 12 p.m.
 Donohue
 TMCC Meadowood Center S300 \$69

"Great class to prepare you for a future career."

-Carlos M., professional ESL student

New!

Interpreting for Speakers of All Languages

Gain practical experience in the art of interpretation, regardless of your native language. Learn to interpret accurately using several techniques including simultaneous, consecutive and sight modes. Increase your speed and precision and address challenges you'll face as an interpreter. This is the only Northern Nevada course that is not limited to Spanish-English translation. You can apply these skills in any career field you choose.

2/3-3/10 T 6 - 8 p.m.
 Sefchick
 TMCC Meadowood Center S324 \$279



Spanish-English Legal Interpreting

Get closer to becoming a certified court interpreter by preparing for the federal or state exams. Court interpreters are in high demand. This field is projected to grow by 42 percent through 2020 with an average starting salary of \$20 an hour, according to the U.S. Department of Labor. You must have native fluency in Spanish and English to register for this course. Internship not provided. \$10 materials fee

1/26-6/1 M 6 - 8 p.m.

Sefchick

TMCC Meadowood Center 306 \$599

Forensics for Court Interpreters

Become a more effective interpreter by better understanding English and Spanish forensic terminology. Increase your knowledge about fingerprinting, DNA analysis, weapons and ballistics. Practice simultaneous and sight interpretation skills while preparing for state and federal certification. 10 CEUs through Supreme Court of Nevada. Internship not provided.

4/17-4/18 F,S 8:30 a.m. - 4 p.m.

Sefchick

TMCC Meadowood Center S324 \$259

Bilingual Office Assistant

If you speak both Spanish and English, advance your career by learning office and computer skills. Become comfortable using different software programs, learn business writing and gain time management tips. The U.S. Department of Labor Statistics predicts 12 percent job growth in this field through 2020, with average pay starting at \$15 an hour. Internship not provided. Book suggested.

1/26-3/2 M,T 6 - 8 p.m.

Hirsch

TMCC Meadowood Center S321 \$499

Massage Therapy and LMT CEUs

For details, visit wdce.tmcc.edu and click on "Programs We Offer."



Massage Therapy, An Introduction

Have all your questions answered regarding a possible career in massage. Learn about TMCC's massage certification program, career opportunities available to licensed massage therapists and licensing procedures in Nevada.

1/24 S 9 a.m. - 4:30 p.m.

Grubaug

TMCC Meadowood Center S217 \$79

**View the video on our
Massage Therapy program!**

<http://bit.ly/massagecertification>

Why train to become an LMT?

Massage therapists help their clients achieve better health. According to researchers at Cedars-Sinai Medical Center, one session of deep tissue work can increase immunity-boosting white blood cells and lower the amount of the stress hormone cortisol in the body.

HOT!

Massage Therapy Fundamentals

Prerequisite or co-requisite: MASG 200C, BIOL 141B or BIOL 223. Discover the art and science of professional therapeutic massage. Learn basic strokes and how to organize a massage suited to individuals' needs. Gain insight into ethics. Learn scope of practice, contraindications, draping, law and more.

1/27-5/14 T,TH 12 - 3 p.m.

Grubaug

TMCC Meadowood Center S217 \$549

Anatomy and Physiology I

Prerequisite: TMCC massage or personal trainer students, LMTs or personal trainers. Learn the structure and function of the body's systems and relate them to your chosen field. This course fulfills requirements for state and national licensure.

1/26-5/13 M,W 9 - 11 a.m.

Broderick

TMCC Meadowood Center S217 \$359

Anatomy and Physiology II

Prerequisite: TMCC massage or personal trainer program students or LMTs or personal trainers. Learn the structure/function relationship of musculoskeletal anatomy and kinesiology by utilizing and enhancing palpation skills. Create a solid three-dimensional anatomical image of the body and its movement patterns. This course fulfills the requirement for state and national licensure.

1/27-5/14 T,TH 9 - 11 a.m.

Broderick

TMCC Meadowood Center S217 \$359

Medical Terminology for Massage Professionals

Co-requisite: MASG 202C. Become comfortable by demystifying medical terminology. Develop the knowledge and skills to decode, decipher and uncover the meaning of virtually any scientific term. Learn how to connect seemingly foreign terms to words we use in everyday speech.

1/28-5/13 W 11:30 a.m. - 12:30 p.m.

Broderick

TMCC Meadowood Center S217 \$199

Pathology for Massage

Prerequisite: currently enrolled massage students or LMTs. Review body systems and learn conditions within those systems as related to pathology. Find out which conditions or pathologies are indicated and contraindicated. This course fulfills state and national licensure requirements.

1/28-5/13 W 5:30 - 8:30 p.m.
Megason
 TMCC Meadowood Center S217 \$279

Kinesiology for Massage

Prerequisite: LMT or BIOL 141B, BIOL 223. Take part in this systematic, hands-on study of human kinesiology and palpatory anatomy. Once successfully completed, you'll have partially fulfilled the new Nevada licensure requirements for massage therapists.

1/28-5/13 W 2 - 5 p.m.
Broderick
 TMCC Meadowood Center S217 \$279

Oriental Massage

Relieve stress and related problems with hands-on reflexology, Shiatsu and soft tissue manipulation. Herbal oils will be used. This class qualifies for state board CEUs and license renewal.

1/26-3/23 M 6 - 8 p.m.
Eddy
 TMCC Meadowood Center S217 \$159

Meridians of Oriental Massage

Become familiar with the guiding principles, history and theory of Acupuncture. Learn about each of the 14 major meridians and how the five elements relate to these meridians, the organs and Yin and Yang. You'll also learn how Oriental massage is used to find a diagnosis. This class qualifies for state board CEUs and license renewal.

3/30-5/11 M 6 - 8 p.m.
Eddy
 TMCC Meadowood Center S217 \$159

Reiki

Learn the story and benefits of working with the universal life force known as Reiki through hand positions, philosophy and a general understanding of light work. Attunements are available by appointment after completing this one-day workshop. This class qualifies for state board CEUs and license renewal.

2/28 S 8 a.m. - 4:30 p.m.
Anderson
 TMCC Meadowood Center S217 \$99

Integrated Massage

Prerequisite: TMCC massage program student. Discover body rhythm and flow in massage. Work on the nine basic massage strokes to create your own routine. Learn defined touch, confidence and proper massage ethics. Gain a superior edge on becoming a knowledgeable and capable massage therapist.

2/2-4/20 M 1:30 - 3 p.m.
Horwitz
 TMCC Meadowood Center S217 \$159

Facilitated Stretching and Muscle Energy Techniques

Discover how you can enhance your clients' active and passive range of motion with facilitated stretching, muscle energy techniques and proprioceptive neuromuscular facilitation. Practice what you've learned through hands-on exercises. This class qualifies for state board CEUs and license renewal.

3/27-3/28 F,S 9 a.m. - 5 p.m.
Grubaugh
 TMCC Meadowood Center S217 \$159

Prenatal Massage

Prerequisite: TMCC Massage Certification student or currently licensed LMT. Become familiar with the unique physical and physiological changes that occur during pregnancy, as well as the many benefits prenatal massage offers both mother and baby. Gain confidence by practice positioning, draping and massage techniques specific to the prenatal client. This class qualifies for state board CEUs and license renewal.

4/10-4/11 F,S 8 a.m. - 5 p.m.
 TMCC Meadowood Center S217 \$159

Sports Massage

Learn the basic techniques, strokes and stretching used in sports settings. Wear sport type or comfortable clothing. This class qualifies for state board CEUs and license renewal.

4/24-4/25 F,S 9 a.m. - 5 p.m.
Grubaugh
 TMCC Meadowood Center S217 \$159

Business/Marketing for Massage Professionals

Ensure that your business succeeds by learning how to set up and market your service. You'll learn about bookkeeping systems, time management, customer services practices, client rescheduling techniques, target markets and business plan formation, among others.

2/7-4/4 S 8 a.m. - 4:30 p.m.
Fontana
 TMCC Meadowood Center S210 \$279

It's never been easier to enroll in a massage training class

Forget the college application. You can now enroll in our massage therapy training program by visiting www.tmcc.edu/wdce/programs/massage-therapy.

TMCC is an EEO/AA (equal opportunity/affirmative action) institution and does not discriminate on the basis of sex, age, race, color, religion, disability, national origin or sexual orientation in the programs or activities which it operates. Qualified students with physical or documented learning disabilities have the right to free accommodation to ensure equal access to educational opportunities at TMCC. For additional information regarding accommodations, contact the Disability Resource Center (775) 673-7277; www.tmcc.edu/drc.

Professional Advancement Certificates



Train-the-Trainer

Become a confident, respected trainer by understanding the characteristics of effective trainers and training programs. Learn methods of instructional design, identify learning styles for both the trainer and learner, cover logistics and various ways to deliver your message, be able to effectively facilitate training activities, and practice successful presentation techniques. You'll understand the differences among training, presenting and facilitating, complete and score three self-assessments, and select a training topic for a 10-minute training activity. You'll learn the key presentation elements of content and delivery, the four levels of training evaluation, and the ABCs of being accurate, brief and clear. You'll also cover adult learning theory, group dynamics and development, the three message components of words, tone and body language, and how to manage the dynamics of question and answer sessions.

1/29-3/19 **TH** **6 - 9 p.m.**
Frenkel
TMCC Meadowood Center S203 **\$599**

NEW!

WordPress Webmaster

WordPress is one of the most popular website tools online because it empowers anybody to post products and services on the web. Learn how to create your own website from selecting a domain name and a hosting company to installing the program and creating pages. Get your website up and running quickly and discover the correct way to install, administer, customize and market it. Become proficient at inserting images and multimedia, creating a user-friendly navigation system and taking advantage of add-on features called plug-ins. When you're finished, you will have a professional-looking website you'll be proud to share with the world.

1/27-3/31 **T** **6 - 9 p.m.**
Paine
TMCC Meadowood Center S115 **\$599**

Certified Associate Project Management

Gain the skills you need to lead a successful project and meet its goals, budget and timeline. Northern Nevada businesses need qualified professionals, and with the Project Management Institute's Certified Associate in Project Management credential you can show your knowledge, skills and abilities in this area. Learn to process groups and estimate costs and timelines. Become knowledgeable about the project management framework, the importance of ethics and professionalism, and how to communicate effectively with project sponsors and stakeholders.

1/28-3/25 **W** **6 - 9 p.m.**
Paine
TMCC Meadowood Center 306 **\$799**

Why train for a new career?

Almost a third (29%) of pre-retirees plan to change careers in the next five years, a new survey reveals. Their top reasons for making a switch: less stress and more work-life balance, according to a survey commissioned by Life Reimagined and *USA TODAY*.

3D Printing

3D printing has revolutionized the way businesses and people manufacture goods. Discover what 3D printing is, how it can increase your business's efficiency and modernize your professional skills. Learn two different modeling software programs, one open-source and one commercial, that will take you from a scribbled-on-paper idea to a basic 3D file ready for printing. Create complex shapes, get introduced to the engineering principles behind 3D modeling, and become comfortable with the mechanics and maintenance of this cutting-edge tool. Then print one item up to \$20 in value from your own idea. Basic computing skills are required.

2/3-3/10 **T** **6 - 9 p.m.**
Radniecki/Boyko
TMCC Meadowood Center S115 **\$499**

View a video on our 3D Printing class at

<http://bit.ly/3dprintvideo>

Emotional Intelligence

Boost your managerial and professional proficiencies by developing your emotional intelligence, one of the top predictors of career success. Using the same curriculum as most Fortune 500 companies, find out how to improve your performance, sales, customer service and ability to navigate organizational change and growth. Discover how to spot emotions that get in your way, handle your reactions to trigger situations, accurately read other people and manage key relationships by resolving conflict. Identify negative self-talk patterns and the role of emotions in your job, increase your awareness of others and learn to listen to them effectively. Take an appraisal at the beginning and end of the course to chart your progress.

4/7-4/28 **T** **5:30 - 9:30 p.m.**
Norris
TMCC Meadowood Center S300 **\$399**

HOT!

Special Events Management

Quality festivals and events increase tourism, create powerful and memorable branding and imaging opportunities, foster community pride and enhance economic impact. Event management requires experience, creativity, planning and leadership. Event management is a skill with new demands, challenges and expectations every day from attendees, participants, sponsors, host communities and many other partners. Event management skills are important whether you're looking to fortify your resume with project management experience or you're planning to present an event for your business or nonprofit. This class is not for students seeking guidance on wedding planning or other private events. This class is for students to learn how to produce public events for nonprofits, festivals, sporting events, parades and other themed public events. Internship required.

2/5-4/2 TH 6-9 p.m.
 Hill
 TMCC Meadowood Center 306 \$499

"I got an event coordinator job at a local nonprofit. I'm so excited!!! I wanted to say thank you, I've learned so much in your class and it really helped me to find my passion for events in our community."

—Laura E., events management student

Property Management



Property Management: 30 Years in 24 Hours

Take this state-approved, 24-hour pre-licensing course to obtain the Nevada Property Management Permit. The U.S. Bureau of Labor Statistics predicts 6 percent growth in this career field through 2020, with starting pay averaging \$24 an hour. Explore related laws, as well as the daily practice of the profession. Instructor Judy Cook has worked as a Nevada property manager since the 1970s. Prior to taking the property management test, you must have a valid Nevada real estate license.


2/25-2/27 W-F 8 a.m. - 5 p.m. OR
 4/22-4/24 W-F 8 a.m. - 5 p.m.
 Cook
 TMCC Meadowood Center S315 \$499


"I learned a lot even though I've been in the business."

—Camala H., Property Management: 30 Years in 24 Hours student

REGISTER NOW

FOR WINTER SESSION AND
SPRING SEMESTER CLASSES

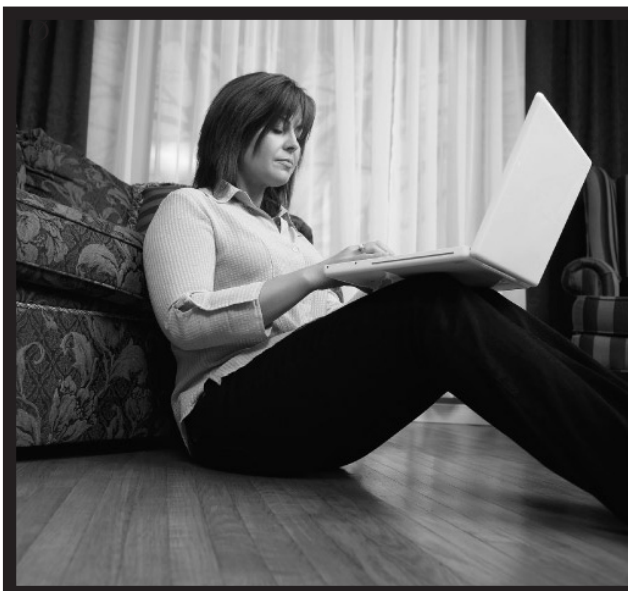




START YOUR FUTURE TODAY!

» WWW.TMCC.EDU

TMCC is an EEO/AA institution.



Earn your career certificates from the comfort of your home.

These online programs allow you the flexibility to learn at your convenience. All of these programs, which range from two to three months long, start Feb. 2.

- **Entrepreneurship Certificate** ~ \$495
- **Management Certificate** ~ \$595
- **Managing Social Media Platforms** ~ \$495
- **Social Media for Business** ~ \$495
- **Supervisory and Leadership** ~ \$395

Business Skills

Computers and Software



QuickBooks

Streamline your accounting procedures with this popular program. Learn the basics and how to create invoices and billing statements. Work with bank accounts to learn how to enter and pay bills by using a QuickBooks check, and gain skills in using the program for accounts payable.

2/2-2/11 M,W 2-4 p.m.
Lenga
TMCC Meadowood Center S322 \$159

NEW!

QuickBooks Online

Grow your business with the world's premier web-based software system. The advantages of using this online version is it is accessible via the Internet from anywhere, it has a fast integration with online banking and features an easy set-up for accountants. Automate and organize payments and payroll for your small or medium-sized business while keeping the information up-to-date and accessible from multiple electronic devices. Learn how to report and troubleshoot common financial errors.

4/13-4/16 M-TH 1-4 p.m.
Lenga
TMCC Meadowood Center S322 \$169

Clean Your Hard Drive

Give your hard drive a spring cleaning. In this lecture course, discover how to clean off unwanted and unnecessary items from your hard drive to get your computer running at optimal speed. Find out about spyware which downloads without your knowledge and learn to protect your computer from viruses.

3/17 T 6-8:30 p.m.
Lenga
TMCC Meadowood Center S322 \$49

Technology Certificates

3D Printing

3D printing has revolutionized the way businesses and people manufacture goods. Discover what 3D printing is, how it can increase your business's efficiency and modernize your professional skills. Learn two different modeling software programs, one open-source and one commercial, that will take you from a scribbled-on-paper idea to a basic 3D file ready for printing. Create complex shapes, get introduced to the engineering principles behind 3D modeling, and become comfortable with the mechanics and maintenance of this cutting-edge tool. Then print one item up to \$20 in value from your own idea. Basic computing skills are required.

2/3-3/10 T 6-9 p.m.
Radniecki/Boyko
TMCC Meadowood Center S115 \$499

**View a video on our 3D
 Printing class at**

<http://bit.ly/3dprintvideo>

NEW!

WordPress Webmaster

WordPress is one of the most popular website tools online because it empowers anybody to post products and services on the web. Learn how to create your own website from selecting a domain name and a hosting company to installing the program and creating pages. Get your website up and running quickly and discover the correct way to install, administer, customize and market it. Become proficient at inserting images and multimedia, creating a user-friendly navigation system and taking advantage of add-on features called plug-ins. When you're finished, you will have a professional-looking website you'll be proud to share with the world.

1/27-3/31 T 6-9 p.m.
Paine
TMCC Meadowood Center S115 \$599

Microsoft

Word Essentials I

Typing letters and reports has never been easier. Learn tabs, groups and commands as you move and copy your text, set margins and spruce up your work with different fonts and colors. Discover how to check your spelling and grammar, create bulleted lists, customize envelopes and mailing labels for letters, and save and print your work.

2/24-2/26 T,TH 6-9 p.m.
Jakus
TMCC Meadowood Center S321 \$119

Excel Essentials I

Get rid of that calculator. Become familiar with Excel's most popular features and you'll wonder how you ever got through a work day without them. Start off learning the basics such as entering text and numbers into spreadsheets and continue building your skills by learning formatting and formulas.

3/3-3/5 T,TH 6-9 p.m.
Jakus
TMCC Meadowood Center S321 \$119

Access Essentials

Database development is not just for programmers. With today's graphical tools and the right training, you can build easy-to-use front-end interfaces that access relational tables. Learn field and table creation, data entry editing, form creation and use, queries and simple reporting.

1/27-1/29 T,TH 1-5 p.m.
Lenga
TMCC Meadowood Center S322 \$129

Access Essentials II

Showcase your efficiency by easily retrieving relevant data and eliminating repetitious information. Increase your mastery by learning how to design relational databases and run more efficient queries. Create powerful reports through specialized forms that build on tables and queries, along with forms that create calculations. Take part in exercises that will build your confidence.

3/23-3/25 M,W 1-5 p.m.
Lenga
TMCC Meadowood Center S322 \$129

Tablets

iPad Essentials

Tap into the vast potential of this convenient tool. Learn what gesturing is and how to type and add content to your device, download and manage apps, e-books and pictures, and configure email accounts. Discover how to use your iPad camera and how to access social media. Bring your own iPad to class.

1/27-1/29 T,TH 6-8 p.m.
Lenga
TMCC Meadowood Center S315 \$69

Internet

Google Analytics

Find out the visitor metrics you need to gauge the success of your website and web-based campaigns. Discover your most popular pages, how long people visit each page and how visitors find you. Generate detailed marketing statistics about a website's traffic and traffic sources, and measure conversions and sales with the world's most widely used website analytical service. Discover in detail who is visiting your site by tracking visitors from all referrals including search engines and social media.

2/11 W 6-9 p.m.
Lenga
TMCC Meadowood Center S322 \$49

Instagram for Your Business

Forty-three percent of the 18- to 29-year-old demographic uses Instagram. If your business serves this technologically savvy group, learn how to increase your business productivity with this online photo- and video-sharing and social networking service. Shoot pictures and videos, apply digital filters to them, and share them on social media like Facebook, Twitter, Tumblr and Flickr.

2/18 W 6-9 p.m.
Lenga
TMCC Meadowood Center S322 \$49

Internet Blogging and Promotion

Establish yourself as an expert, promote your product and gain a following by writing a blog. Learn what blogging is, how to connect your blog to social media networks and how to automatically update your sites. Find out how to compose articles in advance and schedule them to automatically upload to your website. In addition, learn about various apps that can be used in conjunction with your blog to turn your blog into a money making machine.

3/10 T 5:30-9:30 p.m.
Lenga
TMCC Meadowood Center S322 \$59

HOT!

eBay I: The Basics of Selling on eBay

Learn the tips and tricks that lead to success in all your eBay dealings. Sell more effectively by developing procedures on how to set up a seller account, create listings and set up credit card payments. Streamline packing and shipping procedures, monitor listings and upload great pictures. Sign up for both eBay courses at the same time and save \$15.

4/15 W 6-9 p.m.
Boyd
TMCC Meadowood Center S315 \$49

"These eBay classes provided me with enough information to set up my own business. It's been exciting, fun and profitable thanks to the instructor."

- Bob U., eBay student

eBay II: Advanced Selling Strategies

Learn the insider strategies that will draw the most bids, maximize sales and beat your competition. Discover how to find a profitable niche, what to sell, what to avoid and how to use drop shippers to minimize inventory costs. Gain valuable tips from an award-winning eBay instructor about eBay research, marketing and photography, eBay stores and how to easily import and sell products direct from 1,500 manufacturers in China. Sign up for both eBay courses at the same time and save \$15.

4/16 TH 6-9 p.m.
Boyd
TMCC Meadowood Center S306 \$59

Teach for us!

Share your expertise with others. We're always looking for new topics to offer. Visit wdce.tmcc.edu and click on "Teach for Us."

Create a Website for Fun, Profit and Business

Discover easy-to-use, drag-and-drop design tools that can build your website in 60 minutes. Then get traffic immediately using pay-per-click ads on Google, MSN, Yahoo! and Facebook. Learn social media marketing, how to optimize your site for smartphones, how to get ranked by the three major search engines and for website design. Create money-generating affiliate websites and find reputable suppliers and drop shippers. No programming is required.

4/18 S 9 a.m. - 3 p.m.

Boyd

TMCC Meadowood Center S117 \$99

Photography Software

Digital Camera and Your Computer

You've taken your photos, now learn how your computer can help you store, print and share your memories. Discover how to save your pictures onto your computer, flash drive or burn a CD. Create computer folders to organize them, and explore online printing services and photo album hosting sites. Enjoy your pictures as a computer slide show or e-mail them to friends and family.

4/7-4/9 T,TH 6 - 9 p.m.

Welch

TMCC Meadowood Center S115 \$119

Veterans: Prepare for Your Success



TMCC's Veterans Upward Bound offers programs to help you succeed in college and in your career. Call us today at 829-9007.

Management



Strategic Leadership

Become a more effective and respected leader by learning to listen, resolve co-worker conflicts and sharpen your awareness of cultural nuances. Find out how to maximize employee retention and minimize turnover. Become the boss whose employees feel appreciated and part of your team.

1/20 T 6 - 9 p.m.

Gaulden

TMCC Meadowood Center S300 \$49

Best Practices of Exceptional Leaders

Become an exceptional leader by mastering cutting-edge methods of personal development. Learn the transformational practices of the most successful leaders in the world. Discover how to create more engaged teams, and create an environment where creativity, innovation and progress are encouraged and rewarded. Become an agent of change and lead your team to success and fulfillment.

3/3-3/12 T,TH 6 - 9 p.m.

Ciccotti

TMCC Meadowood Center S208 \$249

Marketing

NEW!

Captivating Content Marketing

Learn how to write clear, concise copy that will sell just about anything. Explore the essentials of writing killer copy, introductions and headlines that demand attention and stir the reader's call-to-action reflex while you learn the lingo of copywriters. \$12 materials fee

3/30-5/18 M 6 - 8 p.m.

Castleman

TMCC Meadowood Center S320 \$129

Professional Skills

NEW!

Six Steps to the Top

Create long-term growth for your business using the key elements of mastery, niche, leverage, team, synergy and results. Learn strategic ways to increase profits through leads, transactions and profit margins, and turn your marketing budget from an expense to an investment with quantifiable return-on-investment.

2/2-2/5 M-TH 5:30 - 7:30 p.m.

Stegmeir

TMCC Meadowood Center S315 \$89

Become an indispensable administrative professional

Today's workplace relies on professionals skilled in the latest technology, management principles and customer relations. Whether you're seeking to be an office manager or an executive assistant, you'll find our Administrative Professionals certificate and degree will give you a competitive edge for the position you are seeking.

"I've become a more valuable employee with each class in the TMCC Administrative Professionals degree program," said student Cindy S.

Learn more at wdce.tmcc.edu by clicking on "Programs We Offer" or call 775-829-9010.

NEW!

Effective Communication and Self Empowerment

Change your life by changing your thinking. Learn how communication, your belief system, reprogramming your thinking and the power of cooperation contribute to self-empowerment. Raise your self-image, and you'll raise your success. Book required.

2/24-3/5 T,TH 6-9 p.m.
Giampapa
TMCC Meadowood Center S300 \$99

NEW!

Public Speaking Made Easy

Through gaining confidence with public speaking, you'll learn to think on your feet while opening doors for greater success in your life. Discover tips to becoming an effective speaker including how to deal with nervousness, that it's about the message and not you, and making eye contact. Find out why picturing the audience naked is a flawed strategy from the instructor who worked for 35 years in the film and television industries.

4/6-4/27 M 6-9 p.m.
Giampapa
TMCC Meadowood Center S315 \$99

How to Make It in Voiceovers

Break into the voiceover industry and join talented artists like James Earl Jones, Linda Hunt and Donald Sutherland. Get an introduction to the business from a Tony Award-nominated composer and producer and learn how you can turn voiceovers into a thriving full- or part-time career.

1/24 S 9-11 a.m.
4/25 S 9-11 a.m.
Foster
TMCC Meadowood Center S324 \$49

"Made me feel comfortable. She is very informative and knowledgeable and made the class fun."

-Carole H., voiceover student

Entrepreneurship Jumpstart

Fulfill your dreams of starting your own business. Gain a point of entry into the Northern Nevada Virtual Incubator, a new entrepreneurial support community being developed by UNR, TMCC and the Entrepreneur's Assembly. Network with other business people and establish an ongoing mentorship. Gain a valuable understanding of the key characteristics successful entrepreneurs tend to possess. Learn about entrepreneurial basics, competitive edge and your own capacities. Receive insights into your business ideas and what it takes to move toward launching a business. Understand sustainable profitability, practice presenting business ideas to potential supporters and get feedback from experienced entrepreneurs. Books required.

1/9-1/18 F 5:30-10 p.m.
S,SU 9 a.m.-6 p.m.
Hosilyk/Westfield \$252

Why become an entrepreneur?

Nevada is ranked among the most business policy friendly states in the nation, according to the Small Business and Entrepreneurship Council.

NEW!

Job Transition Skills Boot Camp

Get on top of the job search game with an intensive training session that will give you the edge to land the position you want. Start by tailoring your job search to the industry and job you're seeking. Learn to craft an effective job transition strategy and create a winning resume that cuts through the computerized applicant screening system and reaches the person who can hire you. Then master essential interview techniques that will improve your confidence and convince an employer that you are the best person for the job.

4/28-4/30 T,TH 6-9 p.m.
Evans/Bonar
TMCC Meadowood Center S115 \$99

Your Power to Negotiate

Increase your confidence and effectiveness whether you're negotiating the salary for a new job, a raise at your current job or the price of a car you want to buy. Determine what can be negotiated, discover your negotiation style and how to apply it in different situations, and learn to say no and mean it.

2/17 T 6-9 p.m.
Gaulden
TMCC Meadowood Center S300 \$49

Writing


NEW!

Captivating Content Marketing

Learn how to write clear, concise copy that will sell just about anything. Explore the essentials of writing killer copy, introductions and headlines that demand attention and stir the reader's call-to-action reflex while you learn the lingo of copywriters. \$12 materials fee

3/30-5/18 M 6-8 p.m.
Castleman
TMCC Meadowood Center S320 \$129

See TMCC Writers' Conference next page.



TO REGISTER FOR THE FOLLOWING CLASSES, VISIT WWW.TMCC.EDU

NEW!

TMCC Writers' Conference

Meet outstanding creative leaders who will help you hone your craft, better market your work and explore your publishing options. David Kranes, novelist and artistic director of the Sundance Playwrights Lab, will share how to create realistic and compelling dialogue. Self-publishing phenom Kristen James, who's sold more than 100,000 books in less than three years, will discuss the tactics she's used to become an Amazon bestseller. Create a strong author platform with advice from Brooke Warner. Polish your work with rewriting tips from memoirist Robert Leonard Reid and strengthen your story through point-of-view from Eric Neuenfeldt. Discover how to stand out from the crowd with Bona Fide Books publisher Kim Wyatt and ask questions of literary agents Gordon Warnock and Elizabeth Kracht. Meet your peers and get to know our speakers in this intimate atmosphere that encourages interaction. Meet one-on-one for an optional private meeting with one of our speakers or agents for an additional \$32. Bring your lunch or purchase one from the conference for \$12 and dine with the speaker of your choice. Increase your motivation to move those creative projects forward and pursue your writing dreams. Save \$15 when you register by March 10.

4/18 S 8:40 a.m. - 4:25 p.m.
TMCC Sierra Bldg. 108 \$119

"I've taught at more than 90 conferences and the TMCC event holds up as one of the finest. It's large enough to pull in quality presenters who can help writers get the best instruction, but not so large to feel like a cattle call. At the event, it feels personal. The organizers recognize it's the little things that matter—i.e. the connections, the pitching and the instruction people need."

— Writers' Digest Books Editor Chuck Sambuchino

Personal Trainer 674-7974

Train for a career where you can help others be physically active and healthy. For program details, visit wdce.tmcc.edu and click on "Programs We Offer." These courses are for those enrolled in the TMCC Personal Trainer Certificate program.

PT 120C Techniques of Teaching Weight Training

1 Unit 1001 20634 W 8:30 - 9:45 a.m.

1/28-5/13 TMCC Red Mountain 101 Simone-Call

Gain knowledge of weight training and how to teach proper lifting and safety. Find out how to present and demonstrate information. Learn to critique and provide corrective feedback to your client for improved performance. \$199

PT 202C Anatomy and Physiology for Fitness Professionals I

4 Units 1001 20641 M,W 9 - 11 a.m.

1/26-5/13 TMCC Meadowood Center S217 Broderick

Learn the structure and function of the body systems and relate them to their chosen field. This course fulfills the requirement for state and national licensure. \$359

PT 205C Fitness Analysis & Application

3 Units 1001 20635 T 11:30 a.m. - 2 p.m.

1/27-5/12 TMCC Vista 206 Simone-Call

Learn to measure a client's overall fitness, then formulate an exercise program for that individual. Also learn how to assist the client throughout the workout. \$249

PT 208C Anatomy and Physiology for Fitness Professionals II

4 Units 1001 20638 T,Th 9 - 11 a.m.

1/27-5/14 TMCC Meadowood Center S217 Broderick

Learn the structure/function relationship of musculoskeletal anatomy and kinesiology by utilizing and enhancing palpation skills. Create a solid three-dimensional anatomical image of the body and its movement patterns. This course fulfills the requirement for state and national licensure. \$359

Computer and Office Technology 824-3830

Gain the training you need to manage an office or serve as an executive assistant by earning a certificate or associate degree as an Administrative Professional. Visit wdce.tmcc.edu and click on "Programs We Offer."

COT 101 Computer Keyboarding I

COT 110 Business Machines

COT 217 Office Publications

BUS 112 Customer Service

You may qualify for State of Nevada tuition assistance

If you are underemployed or unemployed, you may qualify for tuition assistance.

Approved Programs

These classes are on Nevada's Eligible Trainer Provider List (ETPL):

- Apartment Maintenance Technician
- Associate Project Management
- Clinical Medical Assistant
- Community Health Worker
- Massage Therapist
- Medical Administrative Assistant
- Medical Billing and Coding
- Pharmacy Technician
- Spanish/English Legal Interpreting
- Special Events Management
- Train-the-Trainer

Pending Program Approval

- 3D Printing
- Access Essentials I
- Best Practices of Exceptional Leaders
- Dialysis Technician
- Emotional Intelligence
- Excel Essentials I
- Google Analytics
- Instagram for Business
- Word Essentials I
- WordPress Webmaster
- Quickbooks

For information on courses that are on the ETPL list, call us at 829-9010. To learn if you qualify for tuition assistance, call JOIN at 336-4450 or the Community Services Agency at 786-6023.

Train for a new career today!

WDCE offers more than 24 certificate programs that, in most cases, get you trained and ready for a job in a matter of months.

Whether you seek to change careers, earn a promotion or become self-employed, TMCC's WDCE offers a wide range of programs to help you meet your professional goals. We offer accelerated programs to prepare you for careers in industries such as health care, floral, grant writing, translation/interpreting, property management, herbal studies and more, plus comprehensive training in the massage therapy, personal trainer and administrative professional fields.



Interested in earning a college degree?

Visit tmcc.edu for a complete list of degree programs or call 673-7111.

Outsource your employee development to TMCC WDCE

A well-trained workforce is critical to business success. WDCE offers multiple opportunities to help you attain the expertise you require of your employees.

- Send your workers to our regularly scheduled, public courses.
- Allow us to create training specific to your unique needs with WDCE's customized training. We can assess employee skills and hold classes at your business or at TMCC any day of the week.
- Work with us to create a new public training program to help you recruit employees from a trained pool of candidates.

Find out how WDCE can meet your workforce needs. For information about our public classes, call 829-9010 and for customized business solutions, call 824-3811.

Tuition assistance available to the unemployed and underemployed

Financial support may be available for TMCC WDCE's professional courses and certificate programs through JOIN and Community Services Agency. See the ad on page N for complete details.

Check out our most popular professional courses

- Community Health Worker
- Special Events Management
- TMCC Writers' Conference
- Practical Herbology II
- Clinical Medical Assistant
- Sports Massage

Register today at wdce.tmcc.edu to reserve your seat!