Virtual Classes
We’re Online
this Summer!

LIVE STREAMING ONLINE
GREAT CLASSES WITH YOUR
FAVORITE INSTRUCTORS!

www.sierracommunityed.org
Sierra College Community Education is offering a Kaleidoscope of personal and professional enrichment classes live and online this summer!

- **NEW Summer session classes straight to your home**

- **LIVE ONLINE CLASS MEETINGS** Your instructor will lecture, lead discussions, answer questions and share material as if you’re in the same room

- **HEAR, SEE AND CONNECT** with your instructor and fellow students in real time from your computer or smart phone using online meeting software!

Our Summer 2020 virtual classes will be held on Zoom or similar platforms. Participating online is easy! For the best experience you will need a tablet or computer/laptop that can access the internet, play video and has sound.

You can test that your device and sound will work with Zoom here: https://zoom.us/test

You do not need a Zoom account of your own to participate in a Zoom class.

Register today for Summer 2020!

**online** 24 hours a day
Register at our secure website with a MasterCard or VISA.

Go to www.sierracommunityed.org.

**Office Info**
Sierra College Community Education
Monday–Thursday 8:00am–4:30pm
Closed Fridays
(916) 781–6280
www.sierracommunityed.org

Summer 2020 College Holidays
May 25 .............. Memorial Day
July 2 .............. Independence Day
business+finance

**Smart Social Security Planning**
Discover unique factors to help maximize your Social Security income and reduce taxes. Learn how much you can expect to receive, when to start and how to avoid costly or permanent mistakes. Understand claiming strategies for spouses, widows and divorcées. Also, explore best filing strategies and tips. A free personalized Social Security maximization report is also included.

*Online Instructor-led*

**6/9 Tuesday 6-8pm**
#2329e Rob Mitzi $20

**Medicare—Planning Now for the High Cost of Healthcare in Retirement**
Medicare is complicated and the wrong choices can penalize you for life. Health care costs in retirement are much higher than you may expect. Join us for information on how to plan now, well before you turn age 65, to have a successful retirement. We'll discuss how Medicare works, what your choices are and how to choose the right options for you. We'll also cover Long Term Care and Medicare Advantage plans.

*Online Instructor-led*

**6/23 Tuesday 6-8pm**
#2515e Rob Mitzi $20

**Medicare**

Discover unique factors to help maximize your Social Security income and reduce taxes. Learn how much you can expect to receive, when to start and how to avoid costly or permanent mistakes. Understand claiming strategies for spouses, widows and divorcées. Also, explore best filing strategies and tips. A free personalized Social Security maximization report is also included.

*Online Instructor-led*

**6/9 Tuesday 6-8pm**
#2329e Rob Mitzi $20

**DIY Social Media Marketing**
Social media marketing is a must for generating exposure for your product, service or organization. Apply what you learn with this project-based, hands-on training. Don’t have a business to promote? No worries, you will be set-up with an online publication to apply your learning. Class concludes with a final one-on-one session, scheduled by appointment. **Required text:** DIY Marketing for Beginners; ISBN-13 978-1733036610.

*Online Instructor-led*

**7/9–8/6 Thursday 6-7pm**
#2546e Mickie Giacomini $89

**You’re on the Air: How to Really Make it in Voice-Overs!**
With such notable talents as James Earl Jones, Glenn Close and Alec Baldwin lending their voices to commercials, films and videos, one would think it’s next to impossible to break into the field. Not so! You’ll learn how to get around the competition and actually turn voice-overs into a thriving business. Explore the business as a whole, the work opportunities, income potential and the all-important demo and how to have it produced. Class includes a private script reading/feedback session with the instructor.

*Online Instructor-led*

**6/17 Wednesday 6:30–8pm**
#8081e Such A Voice $49

**Medical Insurance Billing Certificate Program**
Prepare for a rewarding career as a medical billing and coding professional in the fast-growing healthcare field. Learn basic medical terminology, coding and insurance claim processing, billing management, HIPAA/patient privacy laws and more. Topics include CPT, ICD-10 and HCPCS coding as well as Workers’ Compensation/personal injury billing and computerized billing software. Basic computer proficiency recommended. Materials: $295 purchased through the instructor via PayPal. **Online orientation required.**

*Online Instructor-led*

**6/20, Saturday (Orientation) 10–11am**
#2256e Kris G. Patterson $150

**6/23–7/14 Tuesday–Thursday 6:30–8:30pm**
#2256e Kris G. Patterson $150

**career**

**Work from Home**
Discover strategies to adapt and improve your "work from home" lifestyle. Whether you’re a newbie or have been a home-based worker for a while, you’ll learn the essentials of technology, as well as how to deal with the workplace, personal and social aspects of working from home. Information is included for supervisors and employers to help manage a home-based workforce.

*Online Instructor-led*

**6/9 Tuesday 6-7:30pm**
#2753e Bob Cohen $29

**Medical Insurance Billing Certificate Program**
Prepare for a rewarding career as a medical billing and coding professional in the fast-growing healthcare field. Learn basic medical terminology, coding and insurance claim processing, billing management, HIPAA/patient privacy laws and more. Topics include CPT, ICD-10 and HCPCS coding as well as Workers’ Compensation/personal injury billing and computerized billing software. Basic computer proficiency recommended. Materials: $295 purchased through the instructor via PayPal. **Online orientation required.**

*Online Instructor-led*

**6/20, Saturday (Orientation) 10–11am**
#2256e Kris G. Patterson $150

**6/23–7/14 Tuesday–Thursday 6:30–8:30pm**
#2256e Kris G. Patterson $150
Medical Front Office
Become an integral part of a medical office team as a medical front office/medical receptionist/intake coordinator. You’ll learn basic medical benefit terms and plans; eligibility and insurance benefit verification; appointment scheduling; telephone skills; handling medical/office forms; HIPAA/patient privacy; medical terminology (specific to the front office) and more. Basic computer proficiency recommended. Materials: $89 purchased through instructor via PayPal. Online orientation required.

**Online Instructor-led**
6/20 & 7/15 Mon/Tue 3:00–5:30pm
#8057e Notary Public Seminars Staff $99

Starting Your Own Medical Insurance Billing Business
Medical billing services are in demand. Learn how to obtain clients, set fees and market your services, where to obtain HIPAA-compliant software, what billing organizations you can join and more. Basic computer proficiency recommended. Materials: $29 purchased through instructor via PayPal. Online orientation required.

**Online Instructor-led**
6/20 & 7/18 Saturday 10am-12pm
#8057e Kris G. Patterson $25

Notary Education Live Online
Skip the classroom and become a notary online! Successful notaries provide a valuable service to their company, friends and private clients. Livestream with a notary expert for three sessions and you will be ready to take the official notary exam and practice as a safe and effective notary. Students are eligible to access our private Facebook page to ask questions, watch webinars and receive updates. All you need is a smartphone to join. Must be at least 18 years of age. A serious conviction may disqualify an applicant. After taking the course, you’ll be eligible to take the official notary exam. Register for the exam 15 days in advance or be a walk-in candidate. [https://www.cpshr.us/notary/exam_registration.php](https://www.cpshr.us/notary/exam_registration.php). Next date is June 13 in Rancho Cordova.

**Online Instructor-led**
6/8, 9 & 11 Mon/Tue/Thu 6:00-8:15pm
#8420e Notary Public Seminars Staff $99

Renewing Notaries Live Online
You are eligible to take our 3-hour class (first 1.5 sessions of the full class) if your commission has not expired. Note: You are welcome to join us for all 3 sessions.

**Online Instructor-led**
6/8 & 9 Mon/Tue 6:00-8:15pm
#8158e Notary Public Seminars Staff $50
Refunds
If you request to withdraw from a class and the request is received by the Community Ed Office three (3) business days prior to the starting date, a refund will be granted, less a $15 processing fee.

Cancellations
If the College cancels a class for any reason, those pre-registered will be notified by phone or email (provided you have given us a daytime number) and payment will be refunded. We also reserve the right to substitute instructors or reschedule class times if necessary.

Confirmation will be sent. We will contact you by phone or email if the class is canceled or if there are any problems with your registration.

Equal Employment Opportunity Statement: The District and each individual who represents the District, shall provide access to its services, classes and programs without regard to national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because he/she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics. Concerns should be addressed to the Sierra College Equal Employment Opportunity Officer (916) 660–7006.

Class Details

 language+writing
Conversational Italian—Level 1
La Dolce Vita! Everyone has a special love for something Italian: fashion, sports, cars, Renaissance art, country villas and wine. Learn basic Italian vocabulary and grammar, everyday conversational phrases and useful travel dialogue.

Online Instructor-led
6/2-18 Tuesday/Wednesday 6-8pm
#8666e Alba Boyer $89

Everyday Spanish—Part 1
Acquire Spanish language skills to enhance your travels, conduct simple business matters, challenge your brain cells, or just enrich your life. We create a fun and supportive environment in which you will feel encouraged to practice your new language skills. Designed for beginning students as well as those returning to Spanish. Emphasis is on conversational skills, including speaking, listening and everyday vocabulary. Required text: Spanish in Ten Minutes a Day; ISBN 978-1–931873-11-6.

Online Instructor-led
6/23-7/9 Tuesday/Thursday 6-8pm
#8501e Sayda Postiglione $89

photography
The Art of Photography
Discover your artistic vision and take your camera to the next level. Learn how to see light and how to set your camera on manual to get off the automatic settings! Capture people, children and pets and create a visual story with your digital images.

Online Instructor-led
6/3-7/8 Wednesday 6-8pm
#2663e Patti Garcia $89

Introduction to Digital Photography for Beginners
Get up to speed on the ins and outs of photography basics, including digital cameras. Learn about types of equipment, the photography process, terminology and camera basics. We’ll discuss your camera’s menu settings, helpful hints and easy instructions for taking great photos. It is not necessary to own your own camera to take this class, but if you do, keep it and the manual handy for the first class.

Online Instructor-led
6/9-30 Tuesday 6:30–8:30pm
#8613e Jeff Burkholder $89

You’re invited to a Free Preview of our 2020 Escorted Vacations
Enjoy viewing interesting and colorful slides of our travel destinations with our experienced guide. Learn about costs, itineraries and details about each trip. These trips could be exactly what you are looking for! This trip preview webinar will be provided by Collette Travel and hosted by our favorite traveler, Jay Fehan!

Online Instructor-led
6/15 Monday 1–2pm
#7412e Jay Fehan Free

Digital Photography with Photoshop for Beginners
This class is an extension of Introduction to Digital Photography and takes your exploration of photography to the next level. We’ll cover transferring files, storage, back-ups, basic digital retouching, color correction and image enhancements using Photoshop CC. Setting up your files for printing and outside lab resources will also be discussed. You will need Adobe Photoshop (subscription) on your computer.

Online Instructor-led
7/7-8/11 Tuesday 6:30–8:30pm
#8997e Jeff Burkholder $89
live, online classes

Learn directly from your instructor!

more online options! With more than 300 courses to choose from, you are sure to find something new to learn:

career
Start a Pet Sitting Business

creative arts
Drawing for the Absolute Beginner
Introduction to Digital Scrapbooking

food
Luscious, Low-Fat, Lightning-Quick Meals

general interest
Marriage and Relationships: Keys to Success
Genealogy Basics

health/wellness
Lose Weight and Keep it Off
Certificate in Meditation
Certificate in Food, Nutrition and Health
Happy and Healthy Pregnancy

language/writing
Speed Spanish
Instant Italian
Discover Sign Language
Mystery Writing

music
Introduction to Guitar
Music Made Easy

photography
Travel Photography for the Digital Photographer
Photographing People with Your Digital Camera

www.ed2go.com/sierra