

Fall 2017

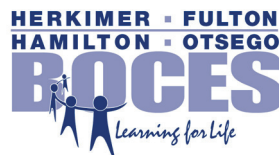
# Herkimer College

Non-Credit Courses  
and Activities

[www.herkimer.edu/ce](http://www.herkimer.edu/ce)  
315.574.4003



**Herkimer**  
THE STATE UNIVERSITY OF NEW YORK



# Community Education Health and Wellness

## Gentle Yoga

Instructor: Marchell Scarano

Enjoy the healthful benefits of nurturing physical postures, stretches and restorative movements to help relieve stress, tight muscles and restrictive physical health.

*\*Please bring a non-slip mat. Blanket and pillow are recommended.*

### A - 9/7/17 - 10/12/17

4:30 - 5:45 PM      Thursdays  
\$54      Sessions: 6

### B - 10/26/17 - 12/14/17

4:30 - 5:45 PM      Thursdays  
\$54      Sessions: 6

\*No Class 11/23 & 11/30

## Yoga For All

Instructor: Marchell Scarano

This yoga class offers an introduction to pranayama (breathing technique), asanas (postures and poses) and savasana (meditative relaxation).

*\*Please bring a non-slip mat. Blanket and pillow are recommended.*

### A - 09/05/17 - 10/10/17

6:15 - 7:30 PM      Tuesdays  
\$54      Sessions: 6

### B - 10/24/17 - 12/12/17

6:15 - 7:30 PM      Tuesdays  
\$54      Sessions: 6

\* No class 11/21 & 11/28

## Interval Training

Instructor: Dawn Zitoli

Burn calories with this step, kick and tabata workout! Intervals of kickboxing, step and arm, core exercise, easy to follow, no complicated patterns, just basic work. Results? Yes!

### A - 9/11/2017 - 10/23/17

6:00 - 7:00 PM      Mondays  
\$36      Sessions: 6

### B - 11/6/17 - 12/11/17

6:00 - 7:00 PM      Mondays  
\$30      Sessions: 5

\*No Class 11/20

## Chisel

Instructor: Dawn Zitoli

Get strong results with this proven weight room-style exercise program incorporating the use of dumbbells, benches and mats for core-targeted exercise. This workout targets legs, arms, shoulders, gluts and abs!

### A - 9/6/17 - 10/11/17

6:00 - 7:00 PM      Wednesdays  
\$36      Sessions: 6

### B - 10/25/17 - 12/6/17

6:00 - 7:00 PM      Wednesdays  
\$36      Sessions: 6

\*No Class 11/22

## Gentle Yoga Morning Edition

Instructor: Marchell Scarano

Enjoy the healthful benefits of nurturing physical postures, stretches and restorative movements to help relieve stress, tight muscles and restrictive physical health. The class will use chairs and blocks to help participants gain strength and flexibility.

*\*Please bring a non-slip mat. Blanket and pillow are recommended.*

### A - 9/11/17 - 10/23/17

9:00 - 10:15 AM      Mondays  
\$54      Sessions: 6

### B - 11/6/17 - 12/18/17

9:00 - 10:15 AM      Mondays  
\$45      Sessions: 5

\*No Class 11/13 & 11/20

**Register Online**

Visit [Herkimer.edu/pay-ce](http://Herkimer.edu/pay-ce) to register for Community Education courses and memberships

Herkimer College, Community Education: Call **315-574-4003** to register today!

# Community Education

## Pilates

Instructor: Brenda Abrams

These exercises strengthen and tone muscles and provide flexibility and balance. Pilates was developed to create a healthy body, mind and life for all ages of individuals of all shapes and sizes.

### A - 9/11/2017 - 10/23/17

12:00 - 12:45 PM      Mondays  
\$39      Sessions: 6

### B - 9/6/17 - 10/11/17

12:00 - 12:45 PM      Wednesdays  
\$39      Sessions: 6

### C - 11/6/17 - 12/11/17

12:00 - 12:45 PM      Mondays  
\$39      Sessions: 6

\* No class 11/20

### D - 10/25/17 - 12/6/17

12:00 - 12:45 PM      Wednesdays  
\$33      Sessions: 5

\* No class 11/22

## The Magic of Self

Instructor: Erick Price

In this fun and insightful program you will learn to gain all the advantages you need in life by learning the powerful art of self talk. Crazy people don't talk to themselves, but the rich, successful, powerful people do! Learn the hidden power and secrets of masterful self talk dialogues as used by the most successful people in the world!

### 12/7/17

6:00 - 8:00 PM      Thursday  
\$25      Sessions: 1

## Tap Away The Pain

Instructor: Eric Price

An easy to follow step by step program to reduce and even eliminate pain and chronic pain. Here is your drug free solution to pain reduction even if you have tried everything else from medication to surgery and injections. Utilizing just your fingertips, we will tap on various points of your face and body and almost like magic you can experience the reduction, even the elimination of pain regardless of how long it has plagued you.

### 9/21/17 - 10/12/17

6:00 - 7:30 PM      Thursdays  
\$39      Sessions: 4

## Smoking Cessation: Better Health Through Hypnosis

Instructor: Eric Price

Become a permanent non-smoker quicker and easier than you ever thought possible. You will do so with less withdrawal and cravings than you have ever imagined. In addition to all of this, you will have less negativity and stress and more self-esteem and self-confidence. No relying on willpower, which usually fails, no feelings of self-denial and frustration. Instead, you will feel a sense of accomplishment and self-respect.

### 12/12/17

6:00 - 8:00 PM      Tuesday  
\$19      Sessions: 1

## Hypnosis for Weight loss

Instructor: Eric Price

Real weight loss begins and ends with eating properly. Learn the principles of being able to respond to your appetite properly and to put an end to overeating forever. Experience a light trance state and the power of focused concentration and relaxation.

### 12/13/17

6:00 - 8:00 PM      Wednesday  
\$19      Sessions: 1

Register online: [www.herkimer.edu/pay-ce](http://www.herkimer.edu/pay-ce) (All major credit cards accepted)

# Community Education Professional Development

## Notary Public Seminar

Instructor: Victor Bujanow

This seminar prepares you for the New York State Notary Public Test and will provide you with a comprehensive view of the Notary Public Office. Confusing laws, concepts and procedures will be clearly explained and clarified. Topics include conflict of interest, maintaining professional ethics, charging proper fees, special situations, when to defer to an attorney and minimizing legal liability.

**12/15/17**

1:00 - 5:00 PM

Friday

\$50

Sessions: 1

## Microsoft Word

Instructor: Pam Gauthier

Learn the basics of one of the most common applications and how to use it in the workplace or at home. Students will be able to create, edit and save their own documents utilizing features like font styles, clip art and pictures, text boxes, formatting, mailings and much more!

**9/26/17 - 10/5/17**

3:00 - 5:00 PM

Tuesdays/Thursdays

\$69

Sessions: 4

## Intermediate Microsoft Excel

Instructor: Pam Gauthier

Format workbook text and data through the use of conditional formatting and learn to calculate data with formulas and functions and understand when to use relative, absolute and mixed references.

**10/10/17 - 10/19/17**

3:00 - 5:00 PM

Tuesdays/Thursdays

\$69

Sessions: 4

## Basic Computer Fundamentals Levels I, II and III

Instructor: Pam Gauthier

This is an introductory series for beginning computer users. Level I is designed for those who have little or no prior knowledge of PC equipment or software. Level II is for those who have basic computer experience or who have taken Level I. Level III will enhance your computer skills by accessing drives, creating files and folders, and downloading information.

**I - 10/24/17**

3:00 - 5:00 PM

Tuesday

\$19

Sessions: 1

**II - 10/26/17**

3:00 - 5:00 PM

Thursday

\$19

Sessions: 1

**III - 10/31/17**

3:00 - 5:00 PM

Tuesday

\$19

Sessions: 1

## Intro to QuickBooks 2017

Learn to manage the financial aspects of your small business quickly and efficiently with this powerful accounting software program. QuickBooks is designed especially for the small to mid-sized business owner who enjoys QuickBooks' ease of use but prefers a more traditional approach to accounting.

**Online**

\$89

New classes start each month

Are you interested in taking or teaching a course that is not offered?

**Contact us with your  
Suggestions!  
315-574-4003**

Herkimer College, Community Education: Call **315-574-4003** to register today!

# Community Education Professional Development

## Dynamic Public Speaking

Instructor: Paul Boehlert

Now more than ever, business professionals need to be effective speakers and interview subjects. This course will share techniques for mastering this vital skill. Topics covered in this course include eliminating destructive nervousness, organizing and writing your speech for maximum effectiveness, vocal tips and tricks, use of pauses and pacing to enhance retention, making learning styles work for you, building trust with your voice, non-verbal communication (including facial expression, body language and gesture) and many others.

**10/4/17 - 11/8/17**

6:00 - 8:00 PM

Wednesdays

\$59

Sessions: 6

## Lead Renovator Initial

Instructor: Gene Allen

For home improvement contractors, property management firms, handymen or others compensated for renovations that disturb more than 6 sq. ft. (interior) and/or 20 sq. ft. (exterior) of paint or surface coating in pre-1978 housing where a child resides or is expected to reside. Includes background, health effects, regulations, safe work practices, paint testing and cleaning verification.

**A - 9/30/17**

8:15 AM - 5:15 PM

Saturday

\$195

Sessions: 1

**B - 10/28/17**

8:15 AM - 5:15 PM

Saturday

\$195

Sessions: 1

**C - 12/2/17**

8:15 AM - 5:15 PM

Saturday

\$195

Sessions: 1

## LeeAnne Krusemark Workshops October 17, 2017

LeeAnne is an author, business owner, and adjunct professor at more than 200 colleges from Maine to Hawaii, including Purdue, and an online instructor at more than 1,000 facilities worldwide, including Harvard. For full descriptions & pricing of each workshop please visit our website at [www.herkimer.edu/ce](http://www.herkimer.edu/ce)

### AT HOME STUDY:

#### Medical Terminology

9:00 - 10:00 AM

\$19

#### Seven Simple Secrets to Financial Freedom

11:00 AM - 1:00 PM

\$29

#### Self Publishing vs. Traditional Publishing: Which is best for you?

1:00 - 2:00 PM

\$19

#### Beginners Guide to Getting Published

2:00 - 4:00 PM

\$29

#### Meet the Publisher— Get Your Manuscript Critiqued

4:00 - 5:00 PM

\$19

#### Earn Extra Money with a Mystery Shopping Business

5:00 - 6:00 PM

\$19

#### Cash in with a Successful Home-Based Business

6:00 - 8:00 PM

\$29

#### Make Money With a Typing/WP Business

8:00 - 9:00 PM

\$19

Register online: [www.herkimer.edu/pay-ce](http://www.herkimer.edu/pay-ce) (All major credit cards accepted)

# Community Education Professional Development

## Basic Welding

Instructor: Adam Spatto

This introductory course will teach you safety, oxyacetylene (Brazing & Gas) welding and cutting, and how to repair ferrous and non-ferrous metals. Also learn the basics of stick welding (shield metal arc). Students must provide their own helmet, safety glasses and leather work boots. No sneakers are allowed in class. All other materials and supplies included in fee.

**10/23/17 - 12/11/17**

5:30 - 8:30 PM

Mondays

\$199

Sessions: 8

## Digital Marketing Suite

Find out how to market your business on the Internet, even if you have little or no money to spend! In this practical, hands-on course, you'll discover proven methods that will help you establish an Internet presence and build an online brand identity. You'll learn how search engine optimization (SEO) works and how to track your site's performance using Web analytics. You'll understand how to use online advertising, email marketing, and social media (including blogs) to drive business to your Web site. Finally, you'll learn how to keep your visitors coming back again and again!

**Online**

\$261

New classes start each month

## SAT/ACT Preparation - Part 1

Both the ACT and the SAT contain verbal and math question types. SAT/ACT Preparation Part I will give you all the information you need to do well on the verbal questions of the ACT and the new SAT. The ACT verbal sections are called the Reading Test, the English Test, and the Science Test.

**Online**

\$89

New classes start each month

## First Aid / CPR/ AED

Instructor: Kyle Roepnack

The Adult First Aid/CPR/AED course incorporates the latest science and teaches students to recognize and care for a variety of first aid emergencies such as burns, cuts, scrapes, sudden illnesses, head, neck, back injuries, heat and cold emergencies and how to respond to breathing and cardiac emergencies for victims about 12 years and older. Successful students will receive a certificate for Adult First Aid/CPR/AED.

**11/4/17**

9:00 AM - 4:00 PM

Saturday

\$80

Sessions: 1

## Licensed Practical Nurse Program

The Licensed Practical Nurse Program is a certificate program designed to prepare individuals to take the NYS Licensing Examination for Practical Nurses. Classes are offered on a full-time or part-time days/evenings and weekend basis. Students must supply books, uniforms, shoes, watch, etc. Financial aid is available to most students. Individuals are accepted for these programs via an application, qualifying exam and interview, for which there is a nonrefundable \$50 application fee. Call Boces for (315) 867-2210 for details!

## Secrets of Better Photography

Master your digital camera and learn the secrets behind outstanding photos! You will learn how to use it the way you want to in this hands-on course! You'll see how to choose the best photographic equipment for you and how to compose images with style. Exposure topics like aperture, shutter speed, metering, and ISO settings will all make sense as we break them down into simple concepts

**Online**

\$89

New classes start each month

**Herkimer College, Community Education: Call 315-574-4003 to register today!**

# Community Education Personal Interest

## What Is Probate? How and Why to Avoid It!

Instructor: D. Victor Pelligrino

This course will explain the probate process and the needless costs and time delays of probate and planning a client's legal and financial affairs to avoid probate. Topics discussed will be: Why just having a will does not protect your assets from probate, the duties of an executor/executrix, what assets must go through probate, how to avoid your assets, including IRA's, Annuities and Life Insurance from going through probate and the negative asset protection consequences and loss of income tax benefits of those assets going through probate, how to avoid probate through the use of forms of asset ownership, Powers of Attorney, Revocable Trusts, Irrevocable Trusts and Supplemental Needs Trusts for children with special needs.

**9/7/17 - 10/12/17**

6:30 - 8:00 PM

Thursdays

FREE!!

Sessions: 6

## Wilderness Navigation

Instructor: Michael Quinn

Learn basic wilderness navigation skills using a map and compass to find your way. These classes will teach you how to pinpoint your location through triangulation and then navigate to new locations by following bearing. Maps and compasses are provided, but you can bring your own if you prefer.

**9/19/17**

Tuesday

6:00 - 9:00 PM

**9/21/17**

Thursday

6:00 - 9:00 PM

**9/23/17**

Saturday

9:00 AM - 12:00 PM

\$39

Sessions: 3

## Outdoor Skills Workshop

Instructor: Michael Quinn

Are you looking to hone your outdoor skills or learn more about what it takes to plan a backcountry hike or camping trip? We'll cover everything from planning a trip to reading a map to backcountry cooking. Topics will include how to plan and prepare for a trip, fire craft, managing risk, equipment needs, leave no trace principles, campsite selection and shelters, and survival and wilderness first aid.

**10/14/17**

9:00 AM - 3:30 PM

Saturday

\$39

Sessions: 1

## Introduction to Amateur Radio

Instructor: Chris Bouck

The Fort Herkimer Amateur Radio Association, will be teaching an amateur radio entry level technician licensing course. The course will prepare students to take the licensing test. The licensing test will be given at the end of the course. The test fee is \$15 and is not included in the course fee. Each student that completes the course and test, will receive a free one year membership in the Fort Herkimer Radio Association, Inc. The course registration will include the book "The Ham Radio License Manual— All you need to become an Amateur Radio Operator, 3rd edition. The class will meet at the Town of German Flatts Hall.

**9/12/17 - 12/12/17**

6:00 - 9:00 PM

Tuesdays

\$40

Sessions: 13

Register online: [www.herkimer.edu/pay-ce](http://www.herkimer.edu/pay-ce) (All major credit cards accepted)

## Protect your Assets From Nursing Home and Uncovered Medical Expenses

Instructor: D. Victor Pelligrino

The course will cover planning a clients legal, tax and financial affairs in case a client has to enter nursing home. Topics discussed will be: Medicaid eligibility rules and how to arrange your financial and legal affairs to qualify for Medicaid to avoid your life savings and home from being wiped out to pay for nursing home costs and uncovered medical expenses, how to protect your assets though the use of: the legal transfer of assets, Durable Powers of Attorney, Health care proxies. Living Wills, Revocable Trusts, Life Insurance Trusts, Supplemental Needs Trusts, as well as how to protect IRAS and annuities while avoiding the needless cost and delay of probate. Each class will cover a different section of the given topic. Attend any or all of the classes.

**10/17/17 - 11/21/17**

6:30 - 8:00 PM

FREE!!

Tuesdays

Sessions: 6

## Chasing Shadows

Instructor: NY Shadow Chasers

Join the New York Shadow Chasers and learn how to investigate the paranormal. You'll learn up-to-date investigative technology, history, ethics, and experience paranormal investigations. The class will participate in a paranormal investigation.

**9/15/17 - 11/3/17**

6:00 - 8:00 PM

\$89

Fridays

Sessions: 8

## Understanding Student Loans

Instructor: Laura Courage

This practical course is designed to help attendees create a real-life plan for dealing with their student loans. The class will cover general information about federal and private student loans and the basic differences between them, and more importantly, how to understand one's own loans and find routes toward reasonable payments and a resolution of problems. With a focus on areas of specific concern to attendees, the class will cover the information gathering critical to knowing one's loans, what repayment plans and types of discharges and loan forgiveness programs might be available, and what to watch out for and avoid.

**10/4/17**

7:00 - 8:30 PM

\$15

Wednesday

Sessions: 1

## Self Healing Spa

Instructor: Erick Price

Through a series of deeply relaxing meditations, we will release and activate the amazing abilities of your body, brain and mind to work in harmony with each other to allow you to relieve stress and tap into your body's incredible healing potential. This seminar will help you to overcome obstacles and burdens that have held you down and achieve a new sense of health and wellness.

**12/14/17**

6:00 - 9:00 PM

\$30

Thursday

Sessions: 1



**Basics of Alzheimer's Disease and Dementia**

If you or someone you know is affected by Alzheimer's disease or dementia, it's time to learn the facts. This program provides information on detection, causes, and risk factors, stages of the disease, treatment and much more. This interactive workshop features video clips of people with Alzheimer's disease and their families sharing their stories.

**09/25/17**

5:00 - 6:00 PM

Monday

FREE!!

Sessions: 1

**Effective Communication Strategies**

Individuals living with dementia often experience changes in behavior that can be confusing to friends and family. For caregivers, learning to decode messages through attitude, tone of voice, facial expressions and body language can help both parties to connect and communicate in meaningful ways. Effective Communication Strategies explores how communication takes place when someone has Alzheimer's disease. This interactive presentation explains the communication changes that take place throughout the course of the disease, offers tips on decoding the verbal and behavioral messages delivered by someone with dementia and respond in ways that are helpful to the person, and how to identify strategies to connect and communicate at each stage of the disease.

**10/30/17**

5:00 - 6:00 PM

Monday

FREE!!

Sessions: 1

**Healthy Habits for a Healthier You**

At any age, there are lifestyle habits we can adopt to help maintain or even potentially improve our health. These habits may also help to keep our brains healthy as we age and possibly delay the onset of cognitive decline. Healthy Habits for a Healthier You is designed for individuals of any age who are looking for information on ways to age as well as possible. This workshop covers four areas of lifestyle habits that are associated with healthy aging: cognitive activity, physical health and exercise, diet and nutrition, and social engagement.

**11/13/17**

5:00 - 6:00 PM

Monday

FREE!!

Sessions: 1

**An Introduction to Voiceovers (Getting Started in Voice Acting)**

This fun and empowering 90 minute, one-on-one introductory workshop covers the different types of voiceovers and what tools are needed to find success. You'll be coached as you read a script, and be recorded so you can receive a professional voice evaluation later. You'll have the knowledge necessary to help you decide if this is something you'd like to pursue.

Check out the video at:

<http://www.voicesforall.com/ooo> to get a better sense of how the class works.

Taught by a professional voice actor from the Voice Acting Training Company, Voices For All.

One-on-one Online Class

\$49

Classes start monthly



Learn More

Hundreds of online courses with expert instructors!  
All can be taken from the convenience of your home or office.  
New classes start each month.  
[www.ed2go.com/herkimer](http://www.ed2go.com/herkimer)

### **Cisco® CCNA® Certification Training with voucher**

The Cisco CCNA Online Training Program will give you the essential knowledge to install, configure, operate, and troubleshoot medium-size routed and switched networks while preparing you for the 100-101 ICND1 and 200-101 ICND2 Cisco exams or the single 200-120 CCNA exam.

<b>Classes Start Monthly</b>	Online
\$2,195	150 hours

### **CompTIA A+, Network+, Security+ Certification Training with vouchers**

CompTIA™ Certification Training: A+, Network+, Security+ provides a comprehensive foundation for IT professionals, incorporating CompTIA™ A+, CompTIA™ Network+, and CompTIA™ Security+ specific training, and prepares you for the corresponding industry exams that are desirable for IT professionals.

<b>Classes Start Monthly</b>	Online
\$3,995	420 hours

### **CBCS Administrative Medical Specialist with Medical Billing and Coding + Medical Terminology Voucher Included**

This nationally recognized program combines the Administrative Medical Specialist program with training in medical billing and coding and medical terminology to give you a competitive edge in the healthcare field.

<b>Classes Start Monthly</b>	Online
\$2,495	360 hours

### **CBCS Medical Billing and Coding + Medical Terminology with voucher**

This nationally recognized program combines the Medical Billing and Coding program with 60 hours of medical terminology training to give you a competitive edge in the healthcare field.

<b>Classes Start Monthly</b>	Online
\$1,995	300 hours

### **CPC Administrative Medical Specialist with Medical Billing and Coding + Medical Terminology**

This Administrative Medical Specialist program with training in medical billing and coding will give you a competitive edge in the healthcare field.

<b>Classes Start Monthly</b>	Online
\$2,995	360 hours

Herkimer College, Community Education: Call **315-574-4003** to register today!



## Herkimer College Fall Open Houses

**Saturday, October 14**  
**Saturday, November 3**

Prospective students and families will have the opportunity to meet the faculty, tour campus, and learn about academic programs, support services, athletics, financial aid, on-campus housing and campus life. Find more details at

[www.Herkimer.edu/openhouse](http://www.Herkimer.edu/openhouse)

### Cristman Pool Open Swim

Monday - Friday 8:00 AM - 10:00 AM  
Tuesdays & Thursdays 12:30 PM - 1:30 PM  
Monday - Thursday 6:30 PM - 8:00 PM

Hours are subject to change

### Pool Membership Fees

10 visits	\$20
6 months	\$50
Annual	\$100

*Closed on holidays and subject to*

#### Register Today! Contact Information:

Name \_\_\_\_\_ Home Phone ( ) \_\_\_\_\_  
Address \_\_\_\_\_ Cell Phone ( ) \_\_\_\_\_  
City \_\_\_\_\_ Zip \_\_\_\_\_ Email \_\_\_\_\_

#### Course Information:

Course Name \_\_\_\_\_ Section (if applicable) \_\_\_\_\_ Fee \$ \_\_\_\_\_

#### Payment Information:

Check: Number \_\_\_\_\_ Total Amount of Check \$ \_\_\_\_\_  
Charge:  MasterCard  Visa  Amex  Discover Total Amount to Charge Credit Card \$ \_\_\_\_\_  
Credit Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

Signature for Credit Card Only \_\_\_\_\_

*\*Make checks payable to Herkimer College*

Herkimer College Community Education - 100 Reservoir Rd., Herkimer, NY 13350

#### Important Information

The Office of Community Education classes are self-supporting, therefore, we count on registration fees to pay our instructors, supplies and equipment. If necessary, we will issue a full refund up to the advertised pre-registration deadline. After that point, we are unable to offer any refunds. Requests can be made directly to the Office of Community Education by contacting: (315) 574-4003. Please note that we will charge \$25 for any returned check.

*Herkimer College reserves the right to change any information within this catalog without notice.*

*Herkimer College does not advocate any particular point of view presented in the courses offered in this brochure.*

*Herkimer College does not discriminate on the basis of race, color, gender, age, creed, religion, national origin, marital status, disability, or any other characteristic protected by federal or state law in admissions, employment, or in any aspect regarding the conduct of College business.*

*Herkimer College requests that before you participate in any activity requiring physical exertion, that you consult with a physician.*

**Register online: [www.herkimer.edu/pay-ce](http://www.herkimer.edu/pay-ce) (All major credit cards accepted)**

Herkimer College  
Community Education  
100 Reservoir Road  
Herkimer, NY 13350

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