

NON-CREDIT COURSES SPRING 2012

COMPUTERS

Introduction to Computers \$75

This class is for the true beginner. Students will be introduced to starting the computer, the different parts of a computer, computer terminology, and how to use a mouse and keyboard in addition to other topics. At the completion of this course students will be more familiar with each part of the computer and more knowledgeable of how to use a computer with comfort and ease.

January 9–January 12	M, T, W, R	8:00 a.m.–10:00 a.m.
February 21–February 24	T, W, R, F	1:00 p.m.–3:00 p.m.
March 10–March 31	Saturdays	9:00 a.m.–11:00 a.m.

Windows 7 Operating System \$75

Learn disk and file management, customizing your desktop, installing, deleting and running programs, and keeping your system running at its peak.

Introduction to Computers recommended.

January 17–January 20	T, W, R, F	8:00 a.m.–10:00 a.m.
April 14–May 5	Saturdays	9:00 a.m.–11:00 a.m.

Introduction to Internet and E-Mail \$75

Learn about Internet Explorer, the Internet and how to browse the Web. Learn how to use an email account, send and receive emails, and how to send, receive and open file attachments.

Introduction to Computers recommended.

January 23–January 26	M, T, W, R	8:00 a.m.–10:00 a.m.
February 27–March 1	M, T, W, R	1:00 p.m.–3:00 p.m.

Introduction to Microsoft Office 2010 \$75

Microsoft Office 2010 is a suite of application programs, which includes Word (word processing), Excel (spreadsheets), Powerpoint (presentations), and Publisher (desktop publishing). We will complete a project a day in each of the above listed programs. This class offers you a chance to see what programs are available.

Introduction to Computers and Windows 7 Operating System recommended.

January 30–February 2	M, T, W, R	8:00 a.m.–10:00 a.m.
March 26–March 29	M, T, W, R	1:00 p.m.–3:00 p.m.

File Management \$75

Ever lose a document you saved on your computer? This class is designed to help you gain a better understanding of how the file management system works on your computer. You will learn about the hierarchical file system as well as how to organize and keep track of files.

Introduction to Computers and Windows Operating Systems recommended.

February 6–February 9	M, T, W, R	8:00 a.m.–10:00 a.m.
March 5–March 8	M, T, W, R	1:00 p.m.–3:00 p.m.

Introduction to Word \$75

Learn to create and modify documents using this word processing software.

Introduction to computers is strongly suggested.

February 13–February 16	M, T, W, R	8:00 a.m.–10:00 a.m.
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Intermediate Word \$75

This is a continuation of the Introduction to Word class using more complex tools.

Introduction to Word is strongly suggested.

February 21–February 24	T, W, R, F	8:00 a.m.–10:00 a.m.
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GET STARTED NOW! Send in the registration form on the outside of this booklet.

Introduction to Excel \$75

Learn how to open, enter, navigate, edit and save information in a worksheet.

Basic knowledge of Windows and keyboarding is necessary.

January 23–January 26 M, T, W, R 1:00 p.m.–3:00 p.m.

Intermediate Excel \$75

Learn to list the database functions; pivot tables, goal seeking, & “what if” analysis.

Introduction to Excel or knowledge of Excel is necessary.

January 30–February 2 M, T, W, R 1:00 p.m.–3:00 p.m.

Quick Books Pro 2010 \$85

This course is designed for the small to mid-sized business. Students will learn how to reconcile checking accounts, create and print invoices, receipts and statements, track payables, inventory and receivables, and generate reports.

Basic knowledge of computers is required.

March 12–March 15 M, T, W, R 8:00 a.m.–10:00 a.m.

Intermediate Quick Books Pro 2010 \$85

This course will expand on the knowledge gained in Quick Books Pro. This course will cover payroll and reports.

Quick Books Pro is required.

March 19–March 22 M, T, W, R 8:00 a.m.–10:00 a.m.

Quicken Deluxe 2010 \$85

This software is used for managing personal finances (banking, investing, household expenses, taxes, planning, etc).

March 26–March 29 M, T, W, R 8:00 a.m.–10:00 a.m.

Desk Top Publishing \$75

Microsoft Publisher 2007 is the program that will be taught in this Desktop Publishing class. This is a beginner’s course and is a project based course. You will learn how to make a flyer, a newsletter and a brochure. DTP software provides additional tools that are unavailable in word processing software.

April 2–April 5 M, T, W, R 8:00 a.m.–10:00 a.m.

Powerpoint \$75

Learn the basics of creating, editing, and printing presentations using Powerpoint.

Basic knowledge of Windows and keyboarding are necessary.

March 5–March 8 M, T, W, R 8:00 a.m.–10:00 a.m.

Goggle Documents \$75

This class is an introduction to Google’s Free online file management, word processing and spreadsheet software.

March 19–March 22 M, T, W, R 1:00 p.m.–3:00 p.m.

Learning the Basics of Your iPad \$85

This class will explore the ipad from the basics (such as using the buttons, connecting to your computer, and getting online) to using the programs (apps) that come with the ipad, through how to set the settings and adding new programs (apps). Learn to surf the web, create a music or photo library, send emails. When the class has finished you will feel much more comfortable with your new ipad!

January 28–February 18 Saturday 1:00 p.m.–3:00 p.m.

Introduction to Mac \$85

New to MACs? Learn to find your way around the anatomy of a Mac, locate your files, locate your programs, and how to customize your new Mac to work best for you.

This class uses the Apple Macintosh OS X Lion operating system.

February 2–February 23 Thursdays 6:00 p.m.–8:00 p.m.
April 14–April 28 Saturdays 1:00 p.m.–4:00 p.m.

MAC’s iLife \$85

Apple’s iLife suite includes iPhoto, GarageBand, iDVD, iWeb, and iMovie applications. iLife now comes free on all new MACs. Discover what the excitement is about, and explore these applications.

This class uses the Apple Macintosh OS X Lion operating system.

Prerequisites: Introduction to MAC course or a working knowledge of MAC OS X.

March 6–March 27 Tuesdays 6:00 p.m.–8:00 p.m.
May 5–May 19 Saturdays 1:00 p.m.–4:00 p.m.

CAMERA AND PHOTO RELATED TOPICS

Learning the Basics of Your Digital Point and Shoot Camera \$75

The goal of this class is to introduce digital cameras to the participants. Please bring a digital camera, memory card, camera batteries, instruction manual, and USB cable to class.

Introduction to Computers and Getting to Know Your Digital Camera are recommended.

January 9–January 12 M, T, W, R 1:00 p.m.–3:00 p.m.
April 16–April 19 M, T, W, R 1:00 p.m.–3:00 p.m.

Utilizing Your Digital Photos on the Internet \$75

In this class you will learn how to send and receive pictures in email, upload, edit and share photos on Google’s Picasa and Wal-Mart.

January 17–January 20 T, W, R, F 1:00 p.m.–3:00 p.m.

Photo Composition

\$75

Take your photos to the next level by learning the tricks the pros use. Techniques such as leading lines, rules of thirds, color harmony, and basic camera functions, will be covered.

January 27–February 17 Fridays 1:00 p.m.–3:00 p.m.

Introduction to Photoshop Elements 10

\$85

Elements is an affordable version of Adobe's Creative Suite 2. This basic class will teach you how to get your images from your camera into the program, cropping, straightening, copy and paste, fixing blemishes, filters, and much more.

Basic computer knowledge is necessary.

January 27–February 17 Fridays 10:00 a.m.–12:00 p.m.

March 2–March 23 Fridays 1:00 p.m.–3:00 p.m.

Continuing Photoshop Elements 10

\$85

This more advanced class will take an in depth look at the tools of the program. Students will learn about layers, blend modes, image corrections, and much more.

Introduction to Photoshop Elements 10 is required.

March 2–March 23 Fridays 10:00 a.m.–12:00 p.m.

April 20–May 11 Fridays 10:00 a.m.–12:00 p.m.

Mastering Camera RAW

\$85

Adobe Camera RAW is a free program that comes with Photoshop. Learn how to take advantage of all your digital camera has to offer by using the RAW file format. From exploring the RAW format in camera to importing and using the Adobe Camera Raw program in Photoshop, you will learn how to get the most out of every image.

April 20–May 11 Fridays 1:00 p.m.–3:00 p.m.

ART

Students are strongly encouraged to register early, as space is limited.

Drawing Fundamentals

\$85

Learn the basics of drawing, including materials, process and practice. Students will begin with how to hold a pencil, and progress to drawing using a grid.

January 5–January 26 Thursdays 6:00 p.m.–8:00 p.m.

Drawing Beyond the Basics

\$85

Students will learn the key to good composition. Applying perspective to your drawings will be discussed and practiced.

March 8–March 29 Thursdays 6:00 p.m.–8:00 p.m.

Beginning Watercolor

Materials, Techniques, and Process

\$85

Students will learn the basics of watercolor, including materials, and experimentation with application of watercolor techniques.

January 7–January 28 Saturdays 1:00 p.m.–3:00 p.m.

Continuing Watercolor: Composition and Process

\$85

Combine good composition and individual subject matter by choosing items from your own personal collection to paint in watercolor.

March 10–March 31 Saturdays 1:00 p.m.–3:00 p.m.

Pen and Ink Techniques and Applications

\$85

Explore pen and ink drawing techniques to create value in pen and ink compositions of still life, landscape, and portrait studies.

April 19 - May 10 Thursdays 6:00 p.m.–8:00 p.m.

Principle of Design and Composition

\$100

Improve your paintings and your appreciation of art by learning how the artist uses the elements of art (line, form, shape, value, color, etc.) and the principles of composition (rhythm, balance, emphasis, harmony, etc.) to create works that visually please and convey the artist's vision.

January 10–January 31 Tuesdays 1:00 p.m.–4:00 p.m.

Painting Problem Subjects in Oil and Acrylics

\$85

Every painter has subjects that give them more difficulty than others. This course focuses on resolving these painterly roadblocks and supplies techniques for tackling such traditionally difficult topics as reflections, glass, water, trees, clouds, fog, shadows. The class relies heavily on demos and student practice and is designed for the intermediate level painter.

February 7–February 28 Tuesdays 1:00 p.m.–4:00 p.m.

Portrait Painting for Acrylic or Oil Painters

\$85

This class is for the intermediate level painter who would like to learn the fundamentals of painting a portrait (from photographs) including posing the subject, basic facial anatomy, expression and capturing a likeness. This class relies heavily on student practice and one-on-one instruction, therefore the class size is limited.

March 6–March 27 Tuesdays 1:00 p.m.–4:00 p.m.

Photoshop for the Fine Artist

\$85

This class uses an Apple Macintosh computer.

Pre-requisites: Completion of a basic painting class and some familiarity with Photoshop or Photoshop Elements.

April 17–May 8 Tuesdays 1:00 p.m.–4:00 p.m.

M = Monday

T = Tuesday

W = Wednesday

R = Thursday

F = Friday

Studio \$170

This course is not for beginners. This course is for experienced artists seeking critique and individualized instruction on paintings recently completed or in progress, regardless of medium (acrylic, pastel, watercolor or drawing) Students must show their work prior to gaining admittance.

January 10–February 28	Tuesdays	9:00 a.m.–12:00 p.m.
January 12–March 1	Thursdays	9:00 a.m.–12:00 p.m.
January 13–March 2	Fridays	9:00 a.m.–12:00 p.m.

Studio \$170

This course is not for beginners. This course is for experienced artists seeking critique and individualized instruction on paintings recently completed or in progress, regardless of medium (acrylic, pastel, watercolor or drawing) Students must show their work prior to gaining admittance.

March 6–May 1	Tuesdays	9:00 a.m.–12:00 p.m.
No class April 10		
March 8–May 3	Thursdays	9:00 a.m.–12:00 p.m.
No class April 12		
March 9–May 4	Fridays	9:00 a.m.–12:00 p.m.
No class April 13		

One Stroke Painting \$85

Come and enjoy learning the basics of One Stroke Painting. This course is taught by a certified One Stroke Instructor. Please call the office for a list of supplies.

February 2–February 23	Thursdays	1:00 p.m.–4:00 p.m.
April 19–May 10	Thursdays	1:00 p.m.–4:00 p.m.

LANGUAGES

Enjoy a fun, new approach to learning language basics. Gain knowledge of culture and history in a fun and exciting environment. Books used for class are an additional cost.

American Sign Language \$85

This course will focus on vocabulary specific to every day communication. Students will learn finger spelling, numbers and signed hand shapes. They will also gain knowledge of the deaf culture in a fun and relaxed learning environment.

January 11–February 15	Wednesdays	6:00 p.m.–8:00 p.m.
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American Sign Language Continued: \$85

This continuation of American Sign Language will expand on vocabulary, grammatical structure and conversational sign. Students will gain personal insight into deaf culture and strong sign language communication.

February 22–March 28	Wednesdays	6:00 p.m.–8:00 p.m.
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Introductory Italian \$85

Discover the basic skills of language learning: pronunciation, speaking, listening, reading and writing. This course is designed for true beginners.

January 11–February 15	Wednesdays	5:30 p.m.–7:30 p.m.
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Continuing Italian \$85

This course is geared for those who already have a limited introduction to Italian and who are interested in learning some grammar. This course is perfect for students who have successfully completed the Introductory Italian course or who have studied the language.

February 22–March 28	Wednesdays	5:30 p.m.–7:30 p.m.
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Introductory Spanish \$85

This course is perfect for a true beginner of Spanish whose objective is to learn just enough Spanish to get by in a Spanish-speaking environment. Participants will experience a “hands-on” fun approach that includes greetings and leave-takings, numbers and the alphabet, asking for and following directions, telling time, describing clothing, and ordering from a menu. The goal is enough knowledge to survive in a Spanish culture.

January 11–February 15	Wednesdays	5:30 p.m.–7:30 p.m.
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Continuing Spanish \$85

This course is geared for those who already have a limited introduction to Spanish and who are interested in learning some grammar. Specifically, present tense and simple past tense (the preterite) will be taught in order to advance communication techniques. This course is perfect for students who have successfully completed the Introductory Spanish course or who have studied the language.

February 21–March 27	Tuesdays	5:30 p.m.–7:30pm
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Introductory French \$85

This course is perfect for a true beginner of French whose objective is to learn just enough French to get by in a French-speaking environment. Participants will experience a “hands-on” fun approach that includes greetings and leave-takings, numbers and the alphabet, asking for and following directions, telling time, describing clothing, and ordering from a menu. The goal is enough knowledge to survive in a French culture.

January 12–February 16	Thursdays	6:00 p.m.–8:00 p.m.
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Continuing French \$85

This course is geared for those who already have a limited introduction to French and who are interested in learning some grammar. Specifically, present tense and simple past tense will be taught in order to advance communication techniques. This course is perfect for students who have successfully completed the Introductory French course or who have studied the language.

February 23–March 29	Thursdays	6:00 p.m.–8:00 p.m.
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TOPICS OF INTEREST

An Introduction to Delaware and the Chesapeake Bay Watershed \$85

Choose clean water. This course will cover the Chesapeake Bay, from the pristine conditions described by John Smith in the early 1600's to the current application of a "pollution diet" designed to improve water quality throughout the Chesapeake Bay Watershed.

February 3–February 24 Fridays 1:00 p.m.–3:00 p.m.

Film Appreciation Series: The Golden Age of Hollywood \$85

In this four week course, you will be viewing some of Hollywood's classics. The films that will be viewed and discussed are Gilda, Notorious, The Philadelphia Story and Sunset Boulevard. Learn to recognize cinematic techniques, sharpen your powers of observation, view more critically and enhance your enjoyment of all types of film.

February 4–February 25 Saturdays 1:00 p.m.–4:00 p.m.

Learning the Basics of iTunes \$85

Learn how to import music from CDs into your iTunes library, organize and create playlists of your favorite songs. Time will be spent exploring what can be downloaded from the iTunes website for free, including podcasts and university courses. Learn how to use iTunes to manage an iPod, and transfer music to and from the iPod. This course will be taught using Windows Operating System

January 14–February 4 Saturdays 9:00 a.m.–11:00 a.m.

Selling on eBay \$75

This course is designed to teach the basics of selling on eBay. You will learn to set up an account with both eBay and PayPal. Bring a small item you wish to sell with a detailed description of that item. You will also need to bring your checkbook, credit card, e-mail address, and password. If you do not have a password, we will set one up for you. We will take a picture of the item in class and then follow the listing for three days. You will learn the process of sending an invoice, collecting payment, and shipping the item to the highest bidder.

[Introduction to Computers recommended.](#)

February 27–March 1 M, T, W, R 8:00 a.m.–10:00 a.m.
March 10–March 31 Saturdays 1:00 p.m.–3:00 p.m.

Calligraphy For Fun and Profit \$85

Students will study the basic and advanced lettering styles that relate to the art of calligraphy and how hand calligraphy can be executed versus computer generated calligraphy styles of lettering.

March 1–April 5 Thursdays 1:00 p.m.–3:00 p.m.

Introduction to Jewelry Making \$85

In this course students will learn about the basic tools and techniques used in the jewelry making process. Each class will build on the knowledge gained from the previous class. Topics covered will include beading wire, crimps, split rings/jump rings and clasps. Supply List for each project will be discussed at the first class.

March 7–March 28 Wednesdays 1:00 p.m.–4:00 p.m.

Introduction to Jewelry Making II \$85

This class takes jewelry making to the next level. Learn basic soldering, grinding, and drilling to make jewelry like a pro.

April 18–May 9 Wednesdays 1:00 p.m.–4:00 p.m.

Jigs and Gizmos \$85

Explore the possibilities of wire jewelry created with the use of jigs and gizmos. Create earrings, pendants, bracelets and more.

[Please call the office for a list of supplies.](#)

March 9–March 30 Fridays 1:00 p.m.–4:00 p.m.

Knots, Beads and More \$85

Learn and practice basic knotting techniques with leather, silk and nylon cord; combine with beads, to create beautiful, stylish, and unique bracelets, and more.

April 20–May 11 Fridays 1:00 p.m.–4:00 p.m.

Writing Your Memoirs \$85

Every memoir is based on fact but filtered through memory and emotion to read more like fiction than biography. In this course, you will tap into those mental snapshots and start to put "your story" to the page!

January 11–February 1 Wednesdays 10:00 a.m.–12:00 p.m.

Writing Short Fiction \$85

This course will help students create believable characters, and bring these characters to a moment of decision through plot elements of conflict and resolution. Elements of dialogue, setting, scene vs. summary, and objective correlative will be studied.

February 8–February 29 Wednesdays 10:00 a.m.–12:00 p.m.

Writing Creative Nonfiction \$85

Creative Nonfiction is the art of writing about real events with a special emphasis on language that blends elements of story-telling with journalism. CNF includes the personal essay, literary or social analysis, the memoir, feature articles, reportage of any event. Together we'll explore several of these categories.

April 18–May 9 Wednesdays 10:00 a.m.–12:00 p.m.

Working with Fondant

\$75

This is a more advanced technique than basic cake decorating, but is open to all interested students. Learn to mold and create a variety of life like sugar art flowers. Make and work with rolled fondant to cover a cake and make exciting sculpted designs.

March 10–March 31

Saturdays

1:00 p.m.–3:00 p.m.

WORKSHOPS

Grieving the Death of a Loved One

No Charge

This workshop is designed to provide support for bereaved individuals and to help them develop coping skills for the healing process.

April 28

Saturday

10:00 a.m.–12:30 p.m.

April 28

Saturday

1:00 p.m.–2:30 p.m.

Introduction to Facebook

\$40

In this two day workshop students will create a Facebook account, upload pictures, set security, and post information.

February 7–February 8

T, W

1:00 p.m.–3:00 p.m.

April 3–April 4

T, W

1:00 p.m.–3:00 p.m.

Jewelry Basics

\$25

Additional supply cost of approximately \$10.00

This one day workshop will demonstrate basic wire shapes and how to link them to create a wire and bead necklace. Clasp making will also be demonstrated.

January 7

Saturday

9:00 a.m.–12:00 p.m.

Creating a Chain Maille Necklace

\$25

Students will learn how to create a chain maille necklace using wire jump rings.

Please call the office for a list of supplies.

January 14

Saturday

9:00 a.m.–12:00 p.m.

Beading on the Loom

\$25

In this workshop students will create a bracelet using a simple bead loom and size 10 beads. Students will use the color and design of their choice. Bead loom will be provided by instructor for a fee of \$8.50. Please call the office for a list of additional supplies.

January 21

Saturday

9:00 a.m.–12:00 p.m.

Beading off the Loom

\$25

In this workshop students will create two off the loom bracelets, one with right angle weave, and one with brick stitch. Please call the office for a list of supplies.

January 28

Saturday

9:00 a.m.–12:00 p.m.

(Continued on back cover)

REGISTRATION FOR NON-CREDIT COURSES

NAME

STREET ADDRESS

CITY

STATE

ZIP CODE

PHONE NUMBER

E-MAIL

CHOOSE YOUR COURSES

1

COURSE TITLE #1

DATE(S) AND TIME

2

COURSE TITLE #2

DATE(S) AND TIME

3

COURSE TITLE #3

DATE(S) AND TIME

Wilmington University reserves the right to change its academic policies, tuition, fees, calendar and to cancel, or add courses at any given time.

PAYMENT INFO

FOR NON-CREDIT COURSES

Check *(made payable to Wilmington University)*

Credit Card *(circle one)*

VISA

MASTERCARD

DISCOVER

AMERICAN EXPRESS

CARD NUMBER

EXPIRATION DATE (MM/YYYY)

CARDHOLDER SIGNATURE

I am 55 Years or Better *(25% discount)*

**Fax or mail registration form and
payment by check or credit card to:**

WILMINGTON UNIVERSITY

41 Rehoboth Avenue
Rehoboth Beach, DE 19971

Phone: (302) 227-6295

Fax: (302) 227-6705

www.wilmu.edu/rehoboth

**COURSES FILL UP FAST—
REGISTER NOW!**

(Workshops Continued)

All About Lavender

\$25

This workshop will provide information on the history, uses and types of lavender as well as how to grow the many varieties available in Delmarva in your garden or container. The medicinal uses of lavender essential oil will be provided as well as an introduction to using lavender in the kitchen with some tasty samples of our favorite lavender treats. Handouts and recipes will be provided.

March 10 Saturday 9:00 a.m.—12:00 p.m.

iTunes, Where do I Begin?

\$25

Learn how to import music from CDs into your iTunes library, how to organize and create playlists of your favorite songs, and explore what can be downloaded from the iTunes website for free. If time permits, the class will explore how to use iTunes to manage an iPod. This course will be taught using Windows Operating System.

January 7 Saturday 9:00 a.m.—12:00 p.m.

Skype

\$25

Have friends and family far away that you would like to stay in touch with, even to see? Learn the basics of setting up a Skype account, creating a contact list, and making calls on your computer. This class will make actual Skype calls, so bring your best smile! This course will be taught using Windows Operating System.

February 11 Saturday 9:00 a.m.—12:00 p.m.

Painting on Glass

\$25

In this workshop you will explore your creative side. Come discover the techniques used for decorative painting on glass. Call the office for a list of supplies.

February 25 Saturday 9:00 a.m.—12:00 p.m.
May 12 Saturday 9:00 a.m.—12:00 p.m.

Wine 101

\$25

Must be 21 to register for this workshop.

Join this class to take a trip around the world, focusing on wine. The 5 steps to drinking wine will be discussed. Students will learn why wines grow better in certain regions and what taste profiles you can find in different varietals. Trying to find the perfect wine to serve with your dinner? We will go over multiple pairings for your next meal. Each class member will taste wines and receive tasting notes.

March 3 Saturday 1:00 p.m.—3:00 p.m.

Getting to Know Your iPad

\$25

The sleek tablet, iPad, can allow you to surf the Web, send and receive email, watch movies and TV shows, read eBooks, listen to music, play games, and even do a little work. We will cover getting started with an iPad and using the programs that come with a new iPad, including Safari, the Camera, Mail, and the App store.

January 21 Saturday 1:00 p.m.—4:00 p.m.