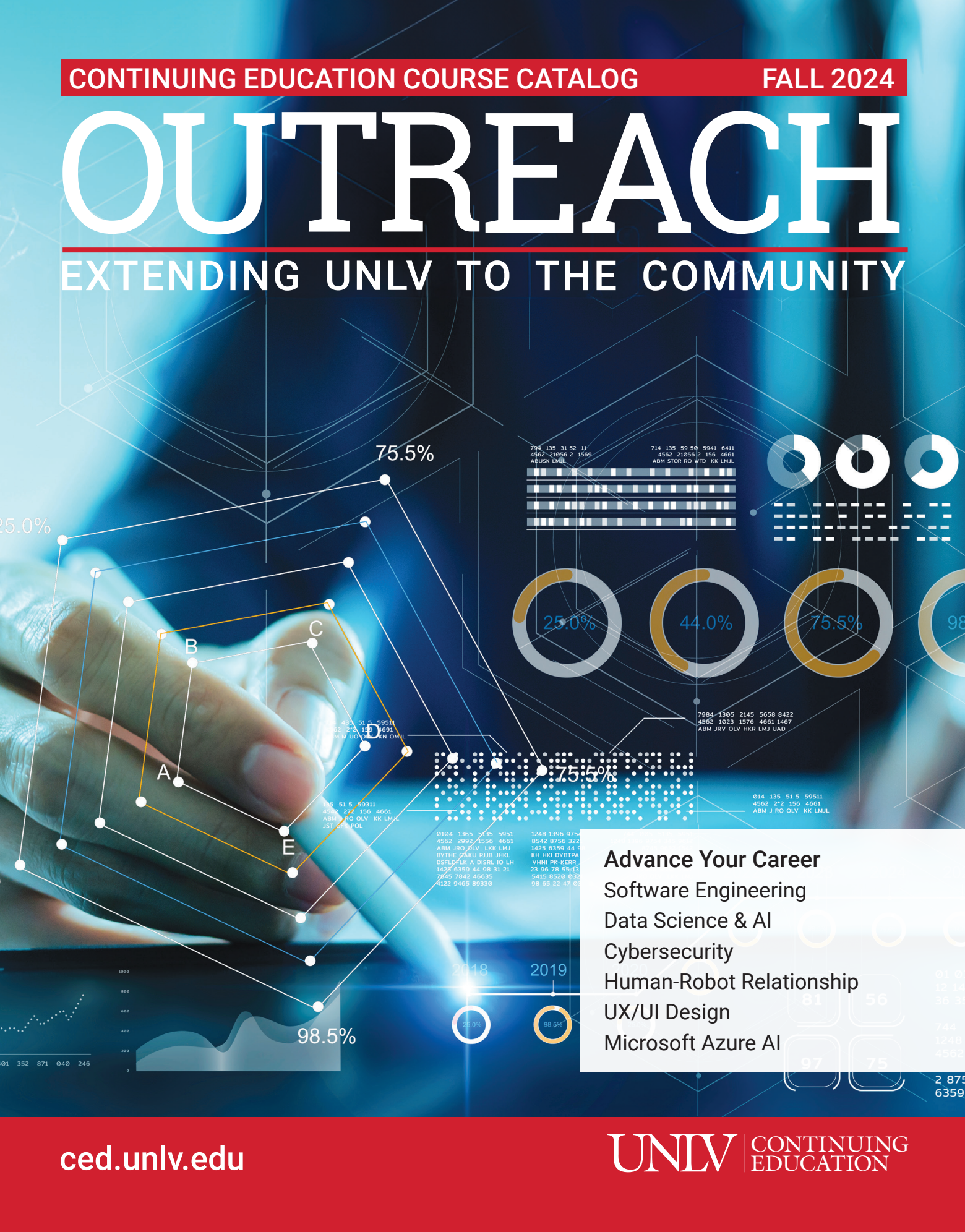


OUTREACH

EXTENDING UNLV TO THE COMMUNITY

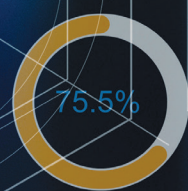
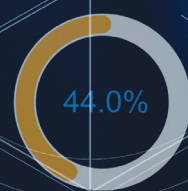


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- Advance Your Career
- Software Engineering
- Data Science & AI
- Cybersecurity
- Human-Robot Relationship
- UX/UI Design
- Microsoft Azure AI

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INSTRUCTOR SPOTLIGHT



Mike Johns Entrepreneurship classes

Mike Johns wants to talk about the future. And if you did not know better, you might think this conversation was a pitch session for the latest science fiction Hollywood blockbuster. Instead, Johns wants to educate the Las Vegas community about the importance of the symbiotic relationship between humans and technology, specifically artificial intelligence (AI). Science fiction has become science fact and he wants to prepare UNLV for the future.

Originating from Los Angeles, California, Johns pursued his education at the University of Nevada, Las Vegas (UNLV). His tenure here as the Entertainment and Program Director laid the foundation for his foray into the entertainment industry. Leveraging his role, he curated a diverse array of events encompassing hip-hop, country music, EDM, and rock, earning recognition from record labels.

Following his graduation, Johns embarked on a remarkable journey, beginning with an opportunity in the music industry where he ascended to the position of Marketing Director, orchestrating innovative campaigns and immersed himself in the burgeoning mobile content industry. Johns' pivotal role in pioneering mobile content for T-Mobile's Sidekick device catapulted him into the realm of digital innovation.

It was the advent of ringtones that marked a turning point in Johns' career trajectory, leading him to traverse the realms of augmented reality (AR), virtual reality

(VR), and blockchain technology. Amidst the COVID-19 pandemic, the emergence of non-fungible tokens (NFTs) revolutionized the digital landscape, with Johns actively involved in navigating this transformative shift.

Johns exemplifies the fusion of creativity and technological acumen. Over the course of his journey, Johns realized he needed to emphasize the symbiotic relationship between humans and technology, advocating for a nuanced understanding of AI, robotics, and automation. As this is a burgeoning field still in its infancy, Johns approached UNLV Continuing Education to work together in educating both people in the current workforce and students who are about to join them.

By addressing concerns surrounding the future of the workplaces in Las Vegas, Johns underscores the potential for innovation to usher in new opportunities, provided individuals possess the requisite skills. As society grapples with the implications of technological advancement, he emphasizes the importance of future literacy. Drawing parallels between weather forecasting and personal foresight, he underscores the necessity of equipping individuals with the tools to navigate uncertainty. It is this expertise that Johns wants to impart on the students at UNLV Continuing Education, which can translate to technological gains for the city of Las Vegas.

Mike Johns's narrative lands directly at the intersection of innovation, entrepreneurship, and social responsibility. His journey serves as a testament to the transformative power of technology when harnessed responsibly, underscoring the need to embrace future literacy in shaping a more equitable and sustainable relationship with our digital creations.

Learn more about entrepreneurship classes on page 5 or at ced.unlv.edu/mike-johns.

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UNLV

CONTINUING EDUCATION

Volume 47 • Number 1

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STUDENTS WITH DISABILITIES

Any student who feels they may need accommodations due to a disability, temporary injury, or academic adjustments due to a pregnancy is encouraged to contact the UNLV Disability Resource Center (DRC) online at unlv.edu/drc or by phone, 702-895-0866. Current DRC students should make an appointment to discuss their accommodations with their instructors.



ced.unlv.edu



702-895-3394



@UNLVCE

Professional Development Certificate Programs

Our professional development certificate programs, certification preparation programs, and pre-certification programs can help you make a change into a rewarding, in-demand career. We invite you to our free information sessions to learn more so you can go forward with confidence.

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Certificate Candidates:

Once you complete the requirements for your certificate, please fill out a Certificate Issuance Request form, available online at ced.unlv.edu/certificate-form

Need assistance? Call 702-895-3394 or email continuing.education@unlv.edu.



Attend a Free Certificate Information Session

Attend an information session to learn more about our professional certification programs. Instructors and program staff present on job responsibilities, employment outlooks, the registration process, and financial assistance options. They are happy to answer any questions you may have. All information sessions are free of charge.

Business Administration Certificate Information Session

F | Aug 16 | Noon-12:45pm | Online-Zoom | 242BD6107

Grant Academy Information Session

Th | Aug 15 | 6-7pm | Online-Zoom | 242GR1150

Human Resource Management Certificate Program Information Session

W | Aug 21 | 5:30-6:30pm | Online-Zoom | 242CP6155

Medical Interpretation: Spanish Certificate Program Information Session

W | Nov 13 | 6-7pm | Online-Zoom | 243LA1170

Nonprofit Leadership Information Session

M | Aug 26 | 3-4pm | Online-Zoom | 242NP3172

GRANTS, LOANS & FINANCIAL ASSISTANCE

UNLV Continuing Education works with a variety of resources to help our students afford career training.

Options Include:

Workforce Connections
MyCAA
Sallie Mae Smart Option Loan
Employer Assistance
Private Education Loans
College Ave Student Loan

Questions?

Call 702-895-3394 or email continuing.education@unlv.edu

ced.unlv.edu/financial-assistance



Your business is unique. Your training can be, too.

Let UNLV Continuing Education design **CONTRACT TRAINING** to meet your unique business situation. Your employees will benefit from the knowledge and experience of university and industry experts delivered online, on campus, or at your site.

Training topics include: Leadership & Management, Communication, Soft Skills, Technology, Language, Sales Operations, Sales Development, Digital Marketing and Business Analytics.

Contact UNLV Continuing Education's custom training team for a free custom training consultation at continuing.education@unlv.edu or 702-895-5099.

ced.unlv.edu/custom-training



Business

Business Administration Certificate Program

ced.unlv.edu/business-administration

The Business Administration Certificate Program, offered in partnership with UNLV's Lee Business School, is tailored for early career business professionals and managers. Covering six learning sessions, the program imparts vital concepts and tools taught in top business schools. Participants delve into budgeting and reporting, finance and accounting principles, professional communication, leadership, negotiation techniques, sales and marketing, and service operations. The program spans six weeks, with each session lasting six hours and supplemented by one hour of weekly online preparatory work. Industry experts or Lee Business School faculty lead the sessions, ensuring high-quality instruction. Successful completion of all six sessions within the semester is necessary to earn the certificate. Graduates emerge equipped with improved productivity, confidence, and management skills, poised to excel in their business endeavors.

Business Administration Certificate Information Session

Hear about what you can expect in the Business Administration Certificate directly from several of the instructors. You will learn about the program's structure, content, and logistics. For those who have already registered for the program, this is an opportunity to ask any pre-class questions you may have.

Lee Business School
F | Aug 16 | noon-12:45pm | No charge
Online-Zoom | 242BD6107



Business Administration Certificate

Develop your overall understanding of business theory and practice so you can thrive in a leadership role within your organization. Through discussion and exercises, you will begin to recognize your own leadership style and understand how it impacts your approach to people and project management. You will practice negotiation and other communication techniques helpful in both personal and professional interactions. On the financial side, you can expect to better understand internal policies, processes, and procedures that impact business including budgeting; you will also acquire experience generating basic finance and accounting documents including profit/loss statements and balance sheets. The program dedicates time to generating plans and strategies for managing the customer experience including brand, marketing, and sales concepts. The Business Administration Certificate is structured as six, 6-hour, in-class sessions delivered over six consecutive weeks. Each week will require approximately one hour of online preparatory work including readings, videos, and brief assignments that will be utilized or discussed in live sessions. Sessions will be led by industry experts with significant experience and MBAs, or top Lee Business School faculty. Please note, requests to drop classes and receive refunds must be submitted no later than seven business days prior to the first class meeting.

Lee Business School
F | Sep 20-Oct 25 (meets 6x) | 9am-3:30pm | \$2,100
Lee Business School, EMBA Suite, WRI Room C302
243BD6106 | 3.6 CEUs

In collaboration with:

UNLV | LEE BUSINESS SCHOOL

Business Analytics Science Certificate Program

ced.unlv.edu/business-analytics

Love digging deep with data? In this 10-week course, you will learn key business analytics concepts and methodologies, get hands-on practice and earn in-demand credentials.

PROGRAM REQUIREMENTS: To earn the Business Analytics Science Certificate, you must successfully complete the Business Analytics Science course.

Business Analytics Science

Industry experts teach our Business Analytics Science program where students can walk away with in-demand practical skills and a Strategic Business Analytics Playbook that showcases their data analysis, data modeling, data visualization, SQL, and analytical reasoning skills to current and future employers. Delivered online, this 10-week comprehensive on-demand program students will learn key analytics concepts and methodologies, get hands-on practice (with expert feedback) and finish the program prepared for the Tableau Desktop Specialist Certification Exam. (1-year access to Tableau eLearning Content with the potential to earn additional Tableau Badges is included). As an added bonus, we have a Career Hub with on-demand career modules, resources, and workshops dedicated to helping you meet your career goals. Register today at <https://fig.ced.unlv.edu/business-analytics/>

M, F | Jul 8-Sep 13

Online delivery—self paced with optional live online sessions on W, 4-5pm

M, F | Aug 5-Oct 11

Online delivery—self paced with optional live online sessions on Tu, 4-6pm

M, F | Sep 9-Nov 15

Online delivery—self paced with optional live online sessions on Th, 4-6pm

M, F | Oct 7-Dec 20

Online delivery—self paced with optional live online sessions on W, 4-6pm

M, F | Nov 4-Jan 17

Online delivery—self paced with optional live online sessions on M, 4-6pm

M, F | Dec 2-Feb 14

Online delivery—self paced with optional live online sessions on Th, 4-6pm

This course is offered in collaboration with Ziplines Education

Ziplines
Education

Business & Finance-Entrepreneurship

ced.unlv.edu/entrepreneurship

In today's dynamic business landscape, the integration of artificial intelligence (AI) has become indispensable for successful marketing strategies and adapting to evolving market demands. Our Business Entrepreneurship courses delve into the intersection of AI and business, equipping students with the knowledge and skills to leverage AI effectively. Our Business Entrepreneurship courses teach students how to develop a comprehensive understanding of AI's role in marketing, business adaptation, and the evolving dynamics of human-robot relationships, empowering them to drive innovation and success in tomorrow's business world.

Fundamentals of ChatGPT, Generative AI & Deepfakes

Fundamentals of ChatGPT, Generative AI and Deepfakes offers a comprehensive understanding of ChatGPT interaction and shares proven strategies to get the most out of this cutting-edge tool. The course is divided into four engaging sessions. It will guide you across ChatGPT's vast capabilities, from understanding its working principle to exploiting its diverse features. By the conclusion of the course, you'll be equipped to formulate an effective ChatGPT plan, fundamentals of generative AI and how to identify deepfakes/misinformation and elevate your projects or business.

Mike Johns

T | Sep 10-Oct 29 (meets 8x) | 2-4pm | \$499

UNLV MAB2 Room 140 | 243BF1100

Human-Robot Relationship

Human-Robot Relationship will take an in-depth look at humanity vs. technology. This course will explore human and robot collaborations, how different technologies like the Internet, virtual reality, social media, surveillance, privacy, artificial intelligence, etc. raise ethical and social challenges as well as create possibilities for desirable human advancement. We will also talk about and learn to use some very practical technologies that may assist you in your professional career. This will be a blended learning experience, which will feature online and face-to-face guest speakers from some of today's biggest companies producing disruptive technologies. There are some basic technology requirements for Human Robot Relationship. You need one of the following a laptop or tablet less than 5 years old. Internet connection and a current email account.

Mike Johns

T | Sep 10-Oct 29 (meets 8x) | 4:30-6:30pm | \$499
UNLV MAB2 Room 140 | 243BF1101

Communications Classes

ced.unlv.edu/communications

New!

Basic Mediation Skills Training

Unlock the power of peaceful resolution with our intensive 40-hour Basic Mediation Training course.

Perfect for individuals seeking to enhance their conflict resolution skills or embark on a rewarding career in mediation, this comprehensive program provides a solid foundation in mediation theory and practice. A basic mediation training manual is provided for each student.

Patricia Battie, Wes Miller

Sa | Sep 14-Oct 12 (meets 5x) | 8:30am-5pm | \$1,200
UNLV MAB2 Room 138 | 243CM1120 | 4 CEUs

Communicate with Difficult People with Tact & Skill

Communicate effectively with difficult people in both your professional and personal life. Learn to recognize and address situations in constructive ways with a toolkit of strategies and techniques to proactively communicate with difficult, angry, and abusive people in a way that preserves and maintains the relationship.

Kimberly Virtuoso, MA, SPHR

F | Sep 6 | 9am-noon | \$159
UNLV MAB2 Room 140 | 243CX1106 | 0.3 CEU

Communication Strategies: Essential Skills for First-Time Managers or Supervisors

When managers and supervisors implement tangible strategies for clear, concise, and confident communication, everyone wins. Explore useful communication tools you can use to enhance relationships, increase productivity, and inspire trust in order to benefit your organization. In this course you will learn how to project confidence when communicating, discover the key to listening, gain clarity by asking the right questions, and study body language so you can better navigate any conversation and end with a positive outcome for both parties. The techniques presented can be leveraged with your co-workers, employees, boss, family, and friends.

Charles Carr, M.A. Ed.S.

F | Nov 8 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6177 | 0.6 CEU

Communication Strategies: The Art of Courageous Conversations

Gain the courage to talk to almost anyone about anything and change the way you personally respond to different moments to get different results. You will learn specific steps and skills to have candid and direct conversations about challenging topics in a kind and professional way that not only preserves but enhances the relationship. Courageous conversations are necessary both professionally and personally and are critical to lead organizations, teams, and individuals in an environment of trust and respect. Utilize your new skills for team building, performance management, conflict resolution, and problem solving. Courageous conversation techniques can also be applied at home to be a better parent, significant other, and friend.

Kimberly Virtuoso, MA, SPHR

F | Nov 1 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6393 | 0.6 CEU



Effective Speaking for International Professionals

Learn to speak effectively with clarity and confidence. This class is tailored to non-native English speakers. You will learn how to organize your content, use non-verbal communication, and voice control to deliver an understandable accent, proper intonation, and better articulation. Practice the techniques of pacing, pausing, and linking for delivering a smoother, clearer, and more concise speech. Improving your speaking skills can boost your self-confidence, and have a positive impact on your professional and social life. Overcome your fear of speaking, and communicate ideas in a coherent and convincing manner. Required Textbook(s): *Speech Communication Made Simple 2, 4th Edition* (ISBN: 9780132861694).

Katia Abou-Haidar, MAAL

MW | Aug 26-Sep 16 (meets 6x) | 6-8:30pm | \$299

UNLV MAB2 Room 157 | 242CX1117 | 1.5 CEUs

*Class does not meet: Sep 2



New! Virtual Communications: Best Practices for Organizational Leaders & Managers

How to effectively lead your remote team for your next online meeting or event. In this highly engaging, instructor-led workshop, we will address specific challenges we face in our roles as leaders and explore effective solutions to help navigate the world of virtual communications. Learn why overcoming these challenges and developing new best practices can benefit you, your team, and your entire organization. Through interactive discussions and hands-on real-world scenarios, you will hone practical skills to lead and manage virtual teams with confidence. Topics to delve into may include strategies for developing leadership presence, promoting team collaboration, optimizing virtual meetings, fostering engagement, managing remote performance, and maximizing productivity in virtual environments. In addition, you will also gain insights into a range of topics including leveraging communication tools, delivering impactful presentations, conducting on-camera virtual interviews, and resolving conflicts in virtual settings. By the end of the workshop, you will emerge with an actionable toolkit of best practices and insights, enabling you to lead and manage with confidence and competence in the ever-evolving environment of remote and hybrid work.

Maria Ngo, Ray DuGray

TTh | Oct 1-3 (meets 2x) | 1-4pm | \$329

UNLV MAB2 Room 141 | 243CX1101 | 0.6 CEU

Virtual Leadership: Elevate Your Executive Presence on Video Conferencing Calls

How to look and sound confident on camera for your next online meeting or event. In this highly engaging, instructor-led workshop, we will address some of the challenges organizational leaders and managers face with establishing executive presence during on-camera virtual events. We will explore effective solutions for conveying authority, confidence and enthusiasm on-camera and provide expert advice that will benefit you, your team and your entire organization. Through interactive discussions and hands-on real-world scenarios, you will receive friendly feedback and practical tips on how to be your best authentic self when communicating virtually. In addition, we'll practice how to look, act and sound confident on-camera during video conference calls, virtual meetings and on-camera presentations. Topics for discussion include the 3Vs of communication (Verbal/Vocal/Visual) along with best practices on verbal messaging, voice techniques, body language, gesturing, posture, and wardrobe tips. As a bonus, we'll include tech tips on low-cost cameras, mics, backdrops, lighting devices, and other production accessories. Day 2 meets online where you will implement Day 1 training and receive individual feedback on your virtual presence including visual, verbal, and vocal. By the end of the workshop, you will emerge with an actionable toolkit of best practices and insights, enabling you to elevate your executive presence, lead with authority and make a powerful impression with your audience.

Maria Ngo, Ray DuGray

TTh | Aug 27-29 (meets 2x) | 1-4pm | \$219

UNLV MAB2 Room 141 | 242CX1100 | 0.6 CEU

TTh | Nov 19-21 (meets 2x) | 1-4pm | \$329

Online-Zoom and UNLV MAB2 Room 133 | 243CX1100 | 0.6 CEU

Digital Marketing Science Certificate Program

ced.unlv.edu/digital-marketing

Fast-track your next career move by enrolling in our comprehensive Digital Marketing Science program. You'll get practical training and technical certifications online, on your schedule, in just 10 weeks.

PROGRAM REQUIREMENTS: To earn the Digital Marketing Science Certificate, you must successfully complete the Digital Marketing Science course.

Digital Marketing Science

This Digital Marketing Science program will transform you into a digital marketer with expertise in the most sought-after marketing domains. Delivered online, this 10-week on-demand program is taught by industry experts and supplemented with optional live/online instructor-led classes. You'll leave the course with industry-recognized certifications and qualifications, including Google Ads Search Certification, Google Analytics Individual Qualification, and HubSpot Email Marketing Certification. The course curriculum covers in-demand digital marketing channels like SEO, SEM, Facebook Ads, Content Marketing, Marketing Automation, and more. As an added bonus, we have a Career Hub with on-demand career modules, resources, and workshops dedicated to helping you meet your career goals. Register today at <https://fig.ced.unlv.edu/digital-marketing/>

M, F | Jul 8-Sep 13

Online delivery—self paced with optional live online sessions on W, 4-6pm or 6-8pm

M, F | Aug 5-Oct 11

Online delivery—self paced with optional live online sessions on T, 4-6pm or 6-8pm

M, F | Sep 9-Nov 15

Online delivery—self paced with optional live online sessions on T, 4-6pm or Th, 6-8pm

M, F | Oct 7-Dec 20

Online delivery—self paced with optional live online sessions on T, 4-6pm or W, 6-8pm

M, F | Nov 4-Jan 17

Online delivery—self paced with optional live online sessions on M, 4-6pm or 6-8pm

M, F | Dec 2-Feb 14

Online delivery—self paced with optional live online sessions on Th, 4-6pm or 6-8pm

This course is offered in collaboration with Ziplines Education

Ziplines
Education

Human Resource Management Certificate Programs/aPHR Certification Preparation

ced.unlv.edu/HRManagement

Stay up-to-date with emerging trends and regulations in human resources. Whether you are a seasoned human resource professional or you are just entering the field, UNLV has courses to expand your understanding of current, relevant issues. Course offerings will provide a broad understanding of HR disciplines including benefits, compensation, organizational and employee development, diversity, employee relations, and staff management. Courses may be taken individually to expand your skill set.

HUMAN RESOURCE MANAGEMENT CERTIFICATE PROGRAM

REQUIREMENTS: To earn the Human Resource Management Certificate you must successfully complete the following required core course plus an additional 2.4 CEUs of elective courses.

- Essentials of Human Resource Management

ADVANCED HUMAN RESOURCE MANAGEMENT CERTIFICATE PROGRAM

REQUIREMENTS: To earn the Advanced Human Resource Management Certificate you must successfully complete the following required core course plus an additional 6 CEUs of elective courses.

- Essentials of Human Resource Management

ELECTIVE COURSE OPTIONS: Offerings vary by semester. Visit ced.unlv.edu/HRManagement for a complete list of elective options and more details about this program.

Human Resource Management Certificate Program Information Session

Learn how the Human Resource Management Certificate program can benefit you. Meet instructors and ask questions about the structure, content, and requirements. Whether you are a seasoned human resource professional or looking to enter into the field, this informational session will provide you with the details on how this certificate program can help boost your career.

Continuing Ed Staff & James Fowlkes

W | Aug 21 | 5:30-6:30pm | No charge

Online-Zoom | 242CP6155



Human resource management elective offerings vary by semester. Visit ced.unlv.edu/HRManagement for a complete list of current electives.

Best Practices in Employee Retention & Engagement

A focus on employee engagement and retention is an essential part of an organization's talent management strategy. Best practices in employee retention and engagement contribute to optimal organizational performance, continuous improvement, and unparalleled customer service. Organizations can consciously create an environment where employees have the tools, resources, and professional opportunities to develop skills and fulfill their career goals. Topics include organizational engagement analysis, enablers to employee motivation, job design for engagement, an overview of employee retention and total rewards programs, steps to proactively avoid disengagement, and reflection and development of an action plan for organizational application.

Christina Nishiyama, MBA, SPHR
F | Sep 6 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6107 | 0.6 CEU

Build Your Personal Brand, Resume, & Interviewing Skills

Elevate your career path, focus on refining your personal brand. Pinpoint your standout qualities and formulate a captivating personal brand statement. Employ impactful language and imagery in your resumes and achievement descriptions. Customize your messaging to align with the demands of prospective employers. Approach interviews with assurance, spotlighting your successes and competencies. Strategically engage with key figures in your field and pursue ongoing learning opportunities. Promote your authentic self consistently across various platforms, emphasizing your unique value proposition. Through these endeavors, you'll enhance your professional trajectory and draw in fresh avenues for advancement and triumph.

Charles Carr, M.A. Ed.S.
F | Sep 13 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6195 | 0.6 CEU

Communication Strategies: Essential Skills for First-Time Managers or Supervisors

When managers and supervisors implement tangible strategies for clear, concise, and confident communication, everyone wins. Explore useful communication tools you can use to enhance relationships, increase productivity, and inspire trust in order to benefit your organization. In this course you will learn how to project confidence when communicating, discover the key to listening, gain clarity by asking the right questions, and study body language so you can better navigate any conversation and end with a positive outcome for both parties. The techniques presented can be leveraged with your co-workers, employees, boss, family, and friends.

Charles Carr, M.A. Ed.S.
F | Nov 8 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6177 | 0.6 CEU

Developing a Successful Performance Management Program

Take a strategic and integrated approach to fully developing the capabilities of teams and individuals within your company. Companies who manage employee performance effectively can decrease employment costs, increase productivity, align business practices with the strategic plan, and increase profits. Find out how you can elicit superior employee performance by defining and communicating duties, roles, and expectations, and accurately measuring employee performance.

Charles Carr, M.A. Ed.S.
F | Oct 11 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6173 | 0.6 CEU

Employee Learning & Development

In today's war for talent, best-in-class organizations achieve improved employee retention by investing in employee learning and development programs (Deloitte, 2020). As the American workforce no longer works the same "job for life," managers and human resource professionals must be skilled at managing employee talents and reassuring employees of their value through skill development, leadership development, and succession planning programs. Learn strategies to foster a culture that supports organizational learning, instructional design principles, training effectiveness, employee career development, and change management. You will apply your new knowledge by creating a learning and development plan for your organization.

Christina Nishiyama, MBA, SPHR
F | Oct 18 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6147 | 0.6 CEU

Essentials of Human Resource Management

Gain a strong foundation in the six key content areas most often encountered by early-career human resource professionals. Learn the basics of HR Operations; Employee Relations; Recruitment and Selection; Compensation and Benefits; HR Development and Retention; and Health, Safety, and Security. The curriculum follows the content of the entry-level Associate Professional in Human Resources (aPHR) certification exam offered through the HR Certification Institute (HRCI). This course is ideal for those entering the human resource career field, line managers who have HR responsibilities, HR professionals who have been in a single functional area, those preparing for the aPHR exam, and others who need a review of fundamental HR management. If you are interested in using the course in preparation for the aPHR exam, please see additional eligibility requirements and exam information including exam fees at hrcci.org. Required Textbook(s): *HRCP aPHR Certification Preparation Program*.

Greg Wilken, JD, SPHR
W | Sep 4-Nov 27 (meets 13x) | 6-9pm | \$1,100
UNLV MAB2 Room 158 | 243CP6113 | 3.9 CEUs

Managing & Responding to Poor Employee Performance

Reduce the stress and legal liability inherent in employee discipline and termination by establishing consistent policies and processes for dealing with problem employees. First, review common employment problems, discuss why employees break rules, and understand at-will employment. We will outline steps every manager and HR professional should take to enact fair, objective, clear, and effective measures to improve employee performance. Then, find out how to utilize the disciplinary process to improve employee behavior, document relevant facts during the review and discipline process, conduct fair and thorough investigations, and, if necessary, prepare for a termination.

Christina Nishiyama, MBA, SPHR
F | Dec 6 | 9am-4pm | \$329
UNLV MAB2 Room 140 | 243CP6125 | 0.6 CEU

Managing in a Multi-Generational Workplace

Today's workforce is a multi-generational mix of Boomers, Gen X, Millennial's, and the leading edge of Gen Z. Each of these populations brings a differing and valuable perspective to a workplace. Managers and leaders must be aware of these generational differences as they build and motivate their teams. We will focus on how each generation thinks, how they want to work, and how to manage them successfully.

Heather J Doane
WF | Nov 20-22 (meets 2x) | 9am-noon | \$329
UNLV MAB2 Room 140 | 243CP6185 | 0.6 CEU

Nevada Employment Law NRS: 607-612

Nevada Revised Statutes (NRS) Title 53-Labor and Industrial Relations, Chapters 607-612. Discussion will include: The Nevada Labor Commissioner, compensation, wages and hours, employment of minors, apprenticeships, employment agencies and offices, and unemployment compensation.

Greg Wilken, JD, SPHR
F | Sep 13 | 9am-4pm | \$329
UNLV MAB2 Room 140 | 243CP6144 | 0.6 CEU

Nevada Employment Law NRS: 613-615

Nevada Revised Statutes (NRS) Title 53-Labor and Industrial Relations, Chapters 613-615. Discussion will include: employer-employee employment practices, organized labor and labor disputes, and vocational rehabilitation.

Greg Wilken, JD, SPHR
F | Oct 11 | 9am-4pm | \$329
UNLV MAB2 Room 140 | 243CP6145 | 0.6 CEU

Nevada Employment Law NRS: 616A-618

Nevada Revised Statutes (NRS) Title 53-Labor and Industrial Relations, Chapters 616A-618. Discussion will include: industrial insurance (workers' compensation), administration, insurers, liability for provision of coverage, benefits for injury or death, prohibited acts, penalties and prosecution, occupational diseases, and Nevada Occupational Safety and Health Administration (NOSHA) statutes.

Greg Wilken, JD, SPHR
F | Nov 15 | 9am-4pm | \$329
UNLV MAB2 Room 140 | 243CP6146 | 0.6 CEU

Organizational Change Management (OCM)

Contribute to your organization, its projects, and its leadership via recognized industry best Organizational Change Management (OCM) practices. OCM is the "people side" of changes in IT projects and software implementations, changes to business processes (sometimes called "ERPs") and changes to human resource systems and methods. You will compare and utilize a variety of practical OCM strategies, methods, tools, and tactics commonly applied in today's organizations. Think through how to translate OCM concepts to enterprise-wide projects, and align your work team's priorities with ongoing organizational change. During class you will apply these approaches to real-world examples, including any examples or projects you might be working on now.

Charles Carr, M.A. Ed.S.
F | Dec 6 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6304 | 0.6 CEU

Resilience & Wellbeing in the Workplace

As we continue into an extended period of uncertainty, many members of our work teams are experiencing an increase in anxiety, depression, and hopelessness, and are struggling with their overall emotional wellbeing. Leaders and managers need to better understand why this is happening and how they can help their most important asset: their people. This course will help you understand what wellbeing is and how to address five key elements of wellbeing within your organization. We will explore the notion of resilience, plus practice techniques to bounce back from setbacks and get out of the thinking traps that cause many to falter.

Heather J Doane
F | Sep 27 | 9am-4pm | \$329
UNLV MAB2 Room 140 | 243CP6149 | 0.6 CEU

Strategic Human Resources

The human resource field has shifted from an administrative function to a strategic component within the organization that aims to bring high-value contributions to business success. Present day human resource professionals must understand the changing role of HR, and learn how to work side-by-side with leadership to develop and present initiatives that support and inform business demands, financial decisions, technology choices, and compliance issues. Topics include an overview of transactional versus transformational processes, practical tools to serve as a trusted advisor to senior leaders, developing financial and technological acumen, strategies for strategic planning, goal setting, framing internal communications, and reflection and development of an action plan for organizational application.

Christina Nishiyama, MBA, SPHR
F | Oct 4 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6117 | 0.6 CEU

Stress at Work: Impacts & Solutions for Individuals, Leaders & HR Professionals

Ready to tackle workplace stress? Join us in exploring its impacts and effective solutions. Whether you're an individual seeking relief, a leader aiming to support your team, or an HR professional seeking insights, this is your opportunity. Empower yourself with actionable strategies to foster a healthier work environment. Enroll now and take the first step towards a less stressful and more productive workplace.

Charles Carr, M.A. Ed.S.
F | Aug 16 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 242CP6148 | 0.6 CEU

F | Dec 13 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6148 | 0.6 CEU

Succession Planning

Nurture talent and leadership potential within your organization so key staff members are ready to step into new roles when the need arises. A consistent effort to train and retain staff who exhibit characteristics your company values shows your commitment to employee growth, translates into lower turnover rates and recruitment costs, and leads to smooth transitions as staffing needs evolve. Create and execute a well thought-out succession plan to save your company both time and money.

Christina Nishiyama, MBA, SPHR
Th | Sep 12 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6175 | 0.6 CEU



What our students are saying:

Course was great! Lots of activities made it very engaging. Instructor was very knowledgeable and passionate about the topic."

The ABCs of Strategic Thinking

Create a culture of strategic thinking within your business. Strategic thinking knowledge, skills, and abilities are fast becoming required business competencies in today's competitive economic environment. While strategic thinking may come more naturally for some leaders than it does for others, with practice and training you have the capacity to visualize the big picture and create long range plans. Developing a culture of strategic thinking for your business starts by recognizing and nurturing strategic thinking competencies. This seminar provides businesses and individuals with a tool kit to encourage strategic thinking.

Charles Carr, M.A. Ed.S.
F | Nov 15 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6166 | 0.6 CEU

Turning Managers into Leaders

To lead a team effectively, you must be able to step out of the day-to-day and see the big picture. Only then can you create the vision, set goals, and poise your team for action. Learn the basic concepts, tools, and skills you will need to become successful as a leader. Learn how to build and lead effective teams through both the easy and the hard times-leading by example, inspiring others, and fostering teamwork and collaboration. Identify your personal leadership style, understand the competencies of an effective leader, and build effective communication skills in order to lead with clarity and impact.

Heather J Doane
F | Sep 20 | 9am-4pm | \$329
UNLV MAB2 Room 140 | 243CP6119 | 0.6 CEU



Turning Managers into Leaders

Lean Six Sigma

ced.unlv.edu/lean-six-sigma

Solve problems, facilitate teams, and improve work processes using the proven strategies of Lean Six Sigma. Lean Six Sigma training combines the best practices of two of the leading organizational management approaches to eliminating wasted overhead, expenses, inventory, time, and talent. With a Lean Six Sigma credential on your resume, current and potential employers will view you as a resource in efficient business operations and continual process improvement. Lean Six Sigma Yellow Belt training courses are designed to provide students with a project-based curriculum that leverages the use of simulations, case studies, and student interactions for the most effective learning experience. The course content is designed to help students understand the basic concepts of Lean Six Sigma and how they can be applied to various business processes. Students are encouraged to participate in discussions of current challenges to enhance their understanding of the topics covered in the course. Lean Six Sigma Green Belts are trained in the principles of Lean Six Sigma and are equipped with tools for initiating process improvement in the workplace. Lean Six Sigma Black Belts are prepared to lead complex projects, guide organizational culture change, and improve efficiency in all aspects of business.

LEAN SIX SIGMA GREEN BELT REQUIREMENTS: To earn the Green Belt you must successfully complete the Green Belt course and earn a passing score on the final certification exam.

LEAN SIX SIGMA BLACK BELT REQUIREMENTS: To earn the Black Belt you must successfully complete the Black Belt course and earn a passing score on the final certification exam.



Lean Six Sigma: Yellow Belt

This Lean Six Sigma Yellow Belt training course is designed to provide students with a project-based curriculum that leverages the use of simulations, case studies, and student interactions for the most effective learning experience. The course content is designed to help students understand the basic concepts of Lean Six Sigma and how they can be applied to various business processes. Students are encouraged to participate in discussions of current challenges to enhance their understanding of the topics covered in the course. The eight classroom hours of this course include time for Lean Six Sigma Yellow Belt certification testing to measure students' understanding of the concepts covered in the course. By the end of this course, students will have a thorough understanding of the basic principles of Lean Six Sigma and be able to apply them to their work. They will also have an opportunity to network with other professionals in the field and share best practices. Overall, this course is a great foundation for anyone interested in pursuing a career in Lean Six Sigma or looking to improve their skills. Instructor will provide materials on first day. Students will need to bring a mobile device (laptop or tablet preferably) to class to complete final exam.

Erik Christensen

W | Nov 13 | 9am-4pm | \$500

UNLV MAB2 Room 160 | 243LN1102 | 0.8 CEU

Lean Six Sigma: Green Belt

Develop problem solving, process improvement, and facilitator skills when you study the foundations of Lean Six Sigma. This training prepares you to effectively implement solutions that result in lower costs, faster delivery, higher quality, and increased safety of operations. You can expect a project-based curriculum which leverages the use of simulations, case studies, and team dynamics for the most effective learning experience. You will learn and practice the skills necessary to map, analyze, and improve work processes, implement change management strategies, apply structured problem solving methods, apply root cause analysis tools, and implement proven Lean Six Sigma countermeasures. A final team presentation and certification test are completed on the last day of class. Instructor will provide materials on the first day. Students will need to bring a mobile device (laptop or tablet preferably) to class on Friday to complete final exam.

Erik Christensen

MTWThF | Sep 9-13 (meets 5x) | 9am-4pm | \$1,800

UNLV MAB2 Room 160 | 243LN1100A | 3 CEUs

MTWThF | Dec 9-13 (meets 5x) | 9am-4pm | \$1,800

UNLV MAB2 Room 160 | 243LN1100B | 3 CEUs

Lean Six Sigma: Black Belt

Prepare to lead change initiatives and strategic planning sessions at the executive level of your organization. This project-based curriculum teaches the elements of Lean Six Sigma and Theory of Constraints through simulations, case studies, and student interactions for the most effective learning experience. You will learn and practice the skills necessary to implement statistical process control (SPC), facilitate and use various strategic planning tools and methods, optimize machine up-time rates, alleviate organizational bottlenecks, calculate various financial metrics, and develop the ability to lead change initiatives in any organization. Please plan on 10-20 hours of reading, study, and homework to be completed prior to the course and during the instructional week beyond classroom hours. You will be required to lead discussions and presentations. Instructor will provide materials on first day. Students will need to bring a mobile device (laptop or tablet preferably) to class on Friday to complete final exam.

Prerequisite: Lean Six Sigma Green Belt (or equivalent) training and/or certification. Equivalent certifications are normally employer programs that are effectively Green Belt but called something else. Approved training includes, but is not limited to, employer programs, job training programs, private training centers, universities, or online courses.

Erik Christensen

MTWThF | Oct 7-11 (meets 5x) | 9am-4pm | \$2,400
UNLV MAB2 Room 160 | 243LN1101 | 3 CEUs



What our students are saying:

Great interaction and presentation of the materials. It is evident the instructor is very knowledgeable about the content delivered.

Lean Six Sigma: Green Belt

The instructor is phenomenal. Massive value added for our careers. Will recommend colleagues take this course as well. Thank you for making this a fun, interactive, and knowledge-packed week!"

Lean Six Sigma: Black Belt



Marketing

ced.unlv.edu/marketing

Marketing Branding & Strategy

Discover the core principles of branding in our comprehensive class. Learn to design marketing strategies, craft compelling content, and integrate various channels effectively. Understand consumer behavior, leverage social media tools, and measure success with ROI and KPIs. Explore organic and paid marketing campaigns and master brand management across diverse markets. Unlock the secrets of building a strong brand identity that resonates with your audience and drives lasting loyalty. This course offers a unique opportunity to develop expertise in creating an impactful brand in today's dynamic business landscape.

Patty Ascher-Lewis

TTh | Nov 5-Dec 10 (meets 10x) | 6-9pm | \$429
UNLV MAB2 Room 161 | 243IM1107 | 4.0 CEUs



New! Product Management Certification Course

ced.unlv.edu/product-management

Delivered fully online, our 10-week Product Management course is taught by industry experts and focuses on the essential knowledge areas and digital skills necessary for effective product management. It helps students develop practical skills in market research, user-centered design, product strategy and roadmapping, agile development and testing, go-to-market strategy, and product analytics, which enable students to contribute effectively to all stages of the project management lifecycle.

Product Management

Delivered fully online, our Product Management Certificate Course is designed to equip learners with essential skills and knowledge for effective product management. Taught by industry experts, the course covers key areas such as market research, user-centered design, product strategy, agile development, go-to-market strategies, and product analytics. Our program prioritizes best practices for strategy and execution, informed by insights from expert interviews highlighting the significance of the 'product mindset' for new PMs. We aim to equip learners with a deep understanding of the 'why' behind product management, emphasizing transferable skills crucial for success, especially for those transitioning from adjacent roles. Our focus extends beyond procedural knowledge, emphasizing proficiency in user experience, agile development, and analytics, supported by essential tools like Jira, Figma, and communication and analytics platforms. Register today at: <https://fig.ced.unlv.edu/product-management/>

M, F | Aug 5-Oct 11

Online delivery—self paced with optional live online sessions on T, 4-6pm

M, F | Sep 9-Nov 15

Online delivery—self paced with optional live online sessions on Th, 4-6pm

M, F | Oct 7-Dec 20

Online delivery—self paced with optional live online sessions on W, 4-6pm

M, F | Nov 4-Jan 17

Online delivery—self paced with optional live online sessions on M, 4-6pm

M, F | Dec 2-Feb 14

Online delivery—self paced with optional live online sessions on Th, 4-6pm

This course is offered in collaboration with Ziplines Education

Ziplines
Education

Sales Development Science Certificate Program

ced.unlv.edu/sales-development

Learn sales fundamentals, strategies, methodologies, and best practices used by high-growth companies while earning Salesforce credentials and real world experience.

PROGRAM REQUIREMENTS: To earn the Sales Development Science Certificate, you must successfully complete the Sales Development Science course.

Sales Development Science

The explosion of new technologies has transformed selling activities. The Sales Development Science program explores the science and data-driven strategies for developing, managing, and converting sales leads and pipeline into revenue. Delivered fully online, this 10-week program is taught by industry experts and covers all of the key areas required to sell more efficiently and effectively. In addition, students will have access to Salesforce for hands-on learning and walk away with a curated collection of Salesforce Trailhead badges to highlight your new skills and knowledge. As an added bonus, we have a Career Hub with on-demand career modules, resources, and workshops dedicated to helping you meet your career goals. Register at <https://continuingeducation.unlv.edu/programs/sales-development-science-certificate-program>

M, F | Jul 8-Sep 13

Online delivery—self paced with optional live online sessions on W, 4-5pm

M, F | Aug 5-Oct 11

Online delivery—self paced with optional live online sessions on W, 4-5pm

M, F | Sep 9-Nov 15

Online delivery—self paced with optional live online sessions on W, 4-5pm

M, F | Oct 7-Dec 20

Online delivery—self paced with optional live online sessions on W, 4-5pm

M, F | Nov 4-Jan 24

Online delivery—self paced with optional live online sessions on W, 4-5pm

M, F | Dec 2-Feb 21

Online delivery—self paced with optional live online sessions on W, 4-5pm

This course is offered in collaboration with Ziplines Education

Ziplines
Education

Sales Operations Science Certificate Program

ced.unlv.edu/sales-operations

Learn the fundamentals for sales operations success through our 10-week online mentored certificate program featuring Salesforce Sales Cloud.

PROGRAM REQUIREMENTS: To earn the Sales Operations Science Certificate, you must successfully complete the Sales Operations Science course.

Sales Operations Science

Learn strategic concepts such as Sales Ops Structure, Lead Management, Forecasting, Business Model Canvas, Performance Metrics & KPIs, and Pyramid Analysis. In addition, you'll walk away with a curated collection of Salesforce Trailhead badges, including Sales Productivity, Data Management, Reports & Dashboards for Lightning Experience, Sales Team Enablement, and Sales Territory Planning. Delivered online, this 10-week comprehensive on-demand program is taught by industry experts and supplemented with optional live/online instructor-led classes. As an added bonus, we have a Career Hub with on-demand career modules, resources, and workshops dedicated to helping you meet your career goals. Register at <https://continuingeducation.unlv.edu/programs/sales-operations>

M, F | Jul 8-Sep 13

Online delivery—self paced with optional live online sessions on T 4-5pm

M, F | Aug 5-Oct 11

Online delivery—self paced with optional live online sessions on T, 4-5pm

M, F | Sep 9-Nov 15

Online delivery—self paced with optional live online sessions on T, 4-5pm

M, F | Oct 7-Dec 20

Online delivery—self paced with optional live online sessions on T, 4-5pm

M, F | Nov 4-Jan 24

Online delivery—self paced with optional live online sessions on T, 4-5pm

M, F | Dec 2-Feb 21

Online delivery—self paced with optional live online sessions on T, 4-5pm

This course is offered in collaboration with Ziplines Education

Ziplines
Education

Leadership/Management

Advanced Project Management Certificate Program

ced.unlv.edu/project-management

An effective and highly-valued project manager plays the roles of leader, communicator, negotiator, collaborator, problem solver, delegator, and decision maker. They must be able to analyze project needs and nimbly adapt the project management approach to fit the situation. The Advanced Project Management Certificate walks you through the full project management lifecycle—from vision, to assembling a team, to breaking down responsibilities, to managing tasks and expectations, to final evaluation. Classroom learning sessions are augmented with computer-based project management simulations designed to apply your growing skillset. This sophisticated project management curriculum includes online, face-to-face, simulation, and exam preparation courses. Successful completion of all four courses leads to an Advanced Project Management Certificate from UNLV. It will also allow you to pursue PMP® or CAPM® certification.

PROGRAM REQUIREMENTS: To earn the Advanced Project Management Certificate you must successfully complete four core courses. Courses may not be taken individually for this certificate as each builds upon the prior course.

CORE COURSES:

- Project Management Training Camp
- Guiding Organizational Change
- PMP® Exam Preparation
- Project Management Fundamentals Online Lessons & Labs

Advanced Project Management Bundle

Register in all four core classes for the Advanced Project Management Certificate.

- Project Management Training Camp
- Guiding Organizational Change
- PMP® Exam Prep
- Project Management Fundamentals Online Lessons & Labs

Dan Anderson, Petersen Training

Dates vary to support student needs | 8am-5pm | \$3,905
Nellis AFB | 243PMBUND | 15.6 CEUs

For available dates, please contact Bill Bialcak,
bill@petersentraining.com

Please note, our instructional team from Petersen Training will coordinate access to Nellis Air Force Base for non-military affiliated students. Once you register they will reach out to you with details.

Guiding Organizational Change

Join our Guiding Organizational Change Training Camp to learn the skills and knowledge you need to lead successful change initiatives. Our comprehensive program covers the fundamentals of change management, including defining change, assessing impact, developing a change management plan, and effectively communicating and supporting employees through the process. With interactive exercises and case studies, you'll gain practical experience and real-world insights to apply to your own organization. This program is perfect for managers, team leaders, and anyone responsible for leading change events. Sign up now to gain the confidence and skills to guide your team through successful change initiatives.

To learn more about the military pricing available for the Advanced Project Management Certificate (APMC) Program, please contact UNLV Continuing Education at 702-895-3394 or email continuing.education@unlv.edu

Please note, our instructional team from Petersen Training will coordinate access to Nellis Air Force Base for non-military affiliated students. Once you register they will reach out to you with details.

Dan Anderson, Petersen Training

Dates vary to support student needs | 8am-5pm | \$1,495
Nellis AFB | 243PM6103 | 2.4 CEUs

For available dates, please contact Bill Bialcak,
bill@petersentraining.com

PMP® Exam Prep

Elevate your project career with our PMP Exam Preparation Course. Our expert trainers will guide you through the PMI principles and terminology, and provide in-depth training on project management processes. Our program is designed to prepare you for the PMP exam and gain the industry-recognized PMP certification. With our proprietary practice tools, you'll be able to simulate the exam experience and build your confidence. Our course is suitable for project managers at any level, whether you're new to project management or a seasoned professional. Don't miss the opportunity to enhance your skills and advance your career. Enroll now!

To learn more about the military pricing available for the Advanced Project Management Certificate (APMC) Program, please contact UNLV Continuing Education at 702-895-3394 or email continuing.education@unlv.edu. Please note, our instructional team from Petersen Training will coordinate access to Nellis Air Force Base for non-military affiliated students. Once you register they will reach out to you with details.

Dan Anderson, Petersen Training
 Dates vary to support student needs | 8am-5pm | \$1,495
 Nellis AFB | 243PM6104B | 4 CEUs
 For available dates, please contact Bill Bialcak,
bill@petersentraining.com

Project Management Fundamentals Online Lessons & Labs

This fully online, self-paced course utilizes virtual lessons and labs to reinforce your knowledge of key project management principles. Via various simulations, gain experience planning and managing parameters associated with project initiation, scope, schedules, budgets, risks, quality, communications, resources, procurements, stakeholders, and closure. You will complete self-paced, online labs that provide you with further insights into how you can better work with each of these parameters. The goal of this course is to provide a firm foundation from which you can better manage projects. Enroll for all Advanced Project Management Certificate courses using the Advanced Project Management Bundle. To learn more about the military pricing available for the Advanced Project Management Certificate (APMC) Program, please contact UNLV Continuing Education at 702-895-3394 or email continuing.education@unlv.edu.

Dan Anderson, Petersen Training
 Dates vary to support student needs | \$495
 Online Delivery | 243PM6105 | 6.8 CEUs
 For available dates, please contact Bill Bialcak,
bill@petersentraining.com



Project Management Training Camp

Elevate your project management skills with our immersive Project Management Training Camp. Our program will guide you through the fundamentals of Project Management, including planning, scheduling, controlling, and leading a virtual team in a fast-paced, stressful environment. You'll gain practical experience in using project management tools, managing risks and issues, and communicating with stakeholders. Our training camp is suitable for both new and experienced project managers who want to develop their skills and produce quality work on time and within budget. With our expert guidance, you'll be equipped to lead virtual project teams and succeed in a dynamic project environment. Enroll now to take your project management skills to new heights.

To learn more about the military pricing available for the Advanced Project Management Certificate (APMC) Program, please contact UNLV Continuing Education at 702-895-3394 or email continuing.education@unlv.edu.

Please note, our instructional team from Petersen Training will coordinate access to Nellis Air Force Base for non-military affiliated students. Once you register they will reach out to you with details.

Dan Anderson, Petersen Training
 Dates vary to support student needs | 8am-5pm | \$1,495
 Nellis AFB | 243PM6102 | 2.4 CEUs
 *Class does not meet: Oct 31, Nov 11, Nov 28, Dec 25
 For available dates, please contact Bill Bialcak,
bill@petersentraining.com

Construction Management Certificate Program

ced.unlv.edu/construction-management

Take your construction management career to the next level with NACP's Basic and Advanced Construction Management Certificates. Start by completing our 28-hour online course and 4-hour certification exam. Then, deepen your knowledge with our Advanced Certificate program, featuring a 2-day PMI-CP virtual class. Master essential topics like stakeholder management and resource planning, gaining the skills to excel in your role. Don't miss this opportunity to advance your career and differentiate yourself in the industry. Enroll now and set yourself on the path to success in construction management.

Basic Construction Management Certificate

To earn the National Association of Construction Professionals (NACP) Basic Construction Management Certificate, participants are required to complete an asynchronous, self-paced, online Basic Construction Management Course (28 hours), pass a certification exam (4 hours) for a total of 32 hours.

Top 10 trained and assessed topics

- Construction standards and terminology
- Stakeholder management
- Leadership, management, and communication
- Scope development and management
- Schedule development and management
- Cost estimating and management
- Resource Planning and management
- Quality and Safety planning and management
- Contract and documentation management
- Managing and resolving issues related to budgets, schedules, quality, resources, stakeholders, and risk

Dan Anderson, Petersen Training

Dates vary to support student needs | \$1,050

Online Delivery | 243PM6107 | 3.2 CEUs

*Class does not meet: Oct 31, Nov 11, Nov 28, Dec 25

For available dates, please contact Bill Bialcak,

bill@petersentraining.com



Advanced Construction Management Certificate

To earn the National Association of Construction Management (NACP) Basic Construction Management Certificate, participants are required to complete an asynchronous, self-paced, online Basic Construction Management Course (28 hours), pass a certification exam (4 hours) for a total of 32 hours. To earn the Advanced Construction Management Certificate participants are required to complete an additional 2 day PMI-CP virtual Construction Management Fundamentals class.

Top 10 trained and assessed topics

- Construction standards and terminology
- Stakeholder management
- Leadership, management, and communication
- Scope development and management
- Schedule development and management
- Cost estimating and management
- Resource Planning and management
- Quality and Safety planning and management
- Contract and documentation management
- Managing and resolving issues related to budgets, schedules, quality, resources, stakeholders, and risk

Prerequisite: Basic Construction Management Certificate

Dan Anderson, Petersen Training

Dates vary to support student needs | \$1,700

Online Delivery | 243PM6106 | 4.8 CEUs

*Class does not meet: Oct 31, Nov 11, Nov 28, Dec 28

For available dates, please contact Bill Bialcak,

bill@petersentraining.com

These courses are offered in collaboration with Petersen Training.



Management Certificate Program

ced.unlv.edu/management

In the UNLV Management Certificate, you will learn to develop skills in five key management competency areas: conflict management, communications, people/team management, project management, and managing diversity in the workplace.

A starting point of all new supervisors/managers, as well as seasoned managers looking to refresh his/her skills, this certificate program will:

- Provide a comprehensive understanding of the tools a supervisor/manager must have to lead a team to its full potential
- Develop your skills to navigate performance issues and develop effective performance management strategies
- Equip you to navigate the ever-evolving dynamic of the modern workplace
- Allow you to acquire strategic and systematic management skillsets.

PROGRAM REQUIREMENTS: To earn the Management Certificate you must successfully complete a minimum of 3.2 CEUs. It is recommended that individuals complete at least one course in each of the five competency areas: Conflict Management, Communications, People/Team Management, Project Management, and Managing Diversity.

Best Practices in Employee Retention & Engagement

A focus on employee engagement and retention is an essential part of an organization's talent management strategy. Best practices in employee retention and engagement contribute to optimal organizational performance, continuous improvement, and unparalleled customer service. Organizations can consciously create an environment where employees have the tools, resources, and professional opportunities to develop skills and fulfill their career goals. Topics include organizational engagement analysis, enablers to employee motivation, job design for engagement, an overview of employee retention and total rewards programs, steps to proactively avoid disengagement, and reflection and development of an action plan for organizational application.

Christina Nishiyama, MBA, SPHR
F | Sep 6 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6107 | 0.6 CEU



Build Your Personal Brand, Resume, & Interviewing Skills

Elevate your career path, focus on refining your personal brand. Pinpoint your standout qualities and formulate a captivating personal brand statement. Employ impactful language and imagery in your resumes and achievement descriptions. Customize your messaging to align with the demands of prospective employers. Approach interviews with assurance, spotlighting your successes and competencies. Strategically engage with key figures in your field and pursue ongoing learning opportunities. Promote your authentic self consistently across various platforms, emphasizing your unique value proposition. Through these endeavors, you'll enhance your professional trajectory and draw in fresh avenues for advancement and triumph.

Charles Carr, M.A. Ed.S.
F | Sep 13 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6195 | 0.6 CEU

Communicate with Difficult People with Tact & Skill

Communicate effectively with difficult people in both your professional and personal life. Learn to recognize and address situations in constructive ways with a toolkit of strategies and techniques to proactively communicate with difficult, angry, and abusive people in a way that preserves and maintains the relationship.

Kimberly Virtuoso, MA, SPHR
F | Sep 6 | 9am-noon | \$159
UNLV MAB2 Room 140 | 243CX1106 | 0.3 CEU

Communication Strategies: Essential Skills for First-Time Managers or Supervisors

When managers and supervisors implement tangible strategies for clear, concise, and confident communication, everyone wins. Explore useful communication tools you can use to enhance relationships, increase productivity, and inspire trust in order to benefit your organization. In this course you will learn how to project confidence when communicating, discover the key to listening, gain clarity by asking the right questions, and study body language so you can better navigate any conversation and end with a positive outcome for both parties. The techniques presented can be leveraged with your co-workers, employees, boss, family, and friends.

Charles Carr, M.A. Ed.S.

F | Nov 8 | 9am-4pm | \$329

UNLV MAB2 Room 141 | 243CP6177 | 0.6 CEU

Communication Strategies: The Art of Courageous Conversations

Gain the courage to talk to almost anyone about anything and change the way you personally respond to different moments to get different results. You will learn specific steps and skills to have candid and direct conversations about challenging topics in a kind and professional way that not only preserves but enhances the relationship. Courageous conversations are necessary both professionally and personally and are critical to lead organizations, teams, and individuals in an environment of trust and respect. Utilize your new skills for team building, performance management, conflict resolution, and problem solving. Courageous conversation techniques can also be applied at home to be a better parent, significant other, and friend.

Kimberly Virtuoso, MA, SPHR

F | Nov 1 | 9am-4pm | \$329

UNLV MAB2 Room 141 | 243CP6393 | 0.6 CEU

Creating High-Functioning Teams Using Strengths

Identify your team members' talents and harness those strengths to create a strong, effective workforce. Managers and leaders will explore ways to recognize and cultivate expertise and natural aptitudes in their staff; these strengths can then be used to build high-functioning project teams. Gain an understanding of what a strengths-based organization looks like and the direct positive effect this management approach can have on key business metrics. Student must purchase and complete the Clifton Strengths 34 Assessment Tool at www.gallupstrengthscenter.com/store prior to class. Submit results to ce-assistant@unlv.edu.

Heather J Doane

WF | Oct 16-18 (meets 2x) | 9am-noon | \$329

UNLV MAB2 Room 140 | 243CP6139 | 0.6 CEU

Crisis Management

Respond quickly, confidently, and competently when life throws a crisis at your organization. You will build an understanding of the challenges and opportunities associated with organizational leadership during crises. The course will use real-world examples (e.g., case studies) as well as selected readings to explore various approaches to crisis management, to understand the strengths and weaknesses of each approach, and to match the approach to the situation. By discussing the challenges and unique aspects of leadership in crises, we will demystify the tactics, techniques, and procedures associated with leadership success in demanding/unexpected circumstances. The last few years have shown how critical it is for leaders in all business sectors to understand crisis management so they can build resilient teams, ensure business continuity, and successfully adapt when the unexpected happens.

Rina Foster

M | Oct 28-Nov 4 (meets 2x) | 6-9pm | \$329

UNLV MAB2 Room 159 | 243CP6186 | 0.6 CEU

Developing a Successful Performance Management Program

Take a strategic and integrated approach to fully developing the capabilities of teams and individuals within your company. Companies who manage employee performance effectively can decrease employment costs, increase productivity, align business practices with the strategic plan, and increase profits. Find out how you can elicit superior employee performance by defining and communicating duties, roles, and expectations, and accurately measuring employee performance.

Charles Carr, M.A. Ed.S.

F | Oct 11 | 9am-4pm | \$329

UNLV MAB2 Room 141 | 243CP6173 | 0.6 CEU

Effective Facilitation of Meetings & Discussions

Run more effective, efficient meetings. With a few new facilitation skills in place, you can ensure the meetings you lead accomplish their objective without wasting anyone's time. A bit of forethought can keep your meetings focused on the task at hand, include the appropriate people in the discussion, and lead to a decision or actionable next steps. Participants will gain experience with hands-on facilitation practice.

Jacob Murdock

Sa | Oct 5 | 9am-4pm | \$329

UNLV MAB2 Room 140 | 243CP6302 | 0.6 CEU

Employee Learning & Development

In today's war for talent, best-in-class organizations achieve improved employee retention by investing in employee learning and development programs (Deloitte, 2020). As the American workforce no longer works the same "job for life," managers and human resource professionals must be skilled at managing employee talents and reassuring employees of their value through skill development, leadership development, and succession planning programs. Learn strategies to foster a culture that supports organizational learning, instructional design principles, training effectiveness, employee career development, and change management. You will apply your new knowledge by creating a learning and development plan for your organization.

Christina Nishiyama, MBA, SPHR
F | Oct 18 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6147 | 0.6 CEU

Managing & Responding to Poor Employee Performance

Reduce the stress and legal liability inherent in employee discipline and termination by establishing consistent policies and processes for dealing with problem employees. First, review common employment problems, discuss why employees break rules, and understand at-will employment. We will outline steps every manager and HR professional should take to enact fair, objective, clear, and effective measures to improve employee performance. Then, find out how to utilize the disciplinary process to improve employee behavior, document relevant facts during the review and discipline process, conduct fair and thorough investigations, and, if necessary, prepare for a termination.

Christina Nishiyama, MBA, SPHR
F | Dec 6 | 9am-4pm | \$329
UNLV MAB2 Room 140 | 243CP6125 | 0.6 CEU

Managing in a Multi-Generational Workplace

Today's workforce is a multi-generational mix of Boomers, Gen X, Millennial's, and the leading edge of Gen Z. Each of these populations brings a differing and valuable perspective to a workplace. Managers and leaders must be aware of these generational differences as they build and motivate their teams. We will focus on how each generation thinks, how they want to work, and how to manage them successfully.

Heather J Doane
WF | Nov 20-22 (meets 2x) | 9am-noon | \$329
UNLV MAB2 Room 140 | 243CP6185 | 0.6 CEU

Organizational Change Management (OCM)

Contribute to your organization, its projects, and its leadership via recognized industry best Organizational Change Management (OCM) practices. OCM is the "people side" of changes in IT projects and software implementations, changes to business processes (sometimes called "ERPs") and changes to human resource systems and methods. You will compare and utilize a variety of practical OCM strategies, methods, tools, and tactics commonly applied in today's organizations. Think through how to translate OCM concepts to enterprise-wide projects, and align your work team's priorities with ongoing organizational change. During class you will apply these approaches to real-world examples, including any examples or projects you might be working on now.

Charles Carr, M.A. Ed.S.
F | Dec 6 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6304 | 0.6 CEU

Problem Solving & Decision Making

Enhance your problem solving and decision-making skills to gain self-confidence, build relationships, accurately identify problems, take action more quickly, and achieve better results. Learn how to research issues, gather relevant data, ask the right questions, and conduct root cause analysis. Apply problem-solving methods, tools, and techniques individually or in groups, and create multiple solution options for the identified problem(s). Utilize effective decision-making processes, and learn how to sell your proposals, monitor solution implementation, and ensure success.

Charles Carr, M.A. Ed.S.
F | Aug 30 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 242CP6182B | 0.6 CEU

Resilience & Wellbeing in the Workplace

As we continue into an extended period of uncertainty, many members of our work teams are experiencing an increase in anxiety, depression, and hopelessness, and are struggling with their overall emotional wellbeing. Leaders and managers need to better understand why this is happening and how they can help their most important asset: their people. This course will help you understand what wellbeing is and how to address five key elements of wellbeing within your organization. We will explore the notion of resilience, plus practice techniques to bounce back from setbacks and get out of the thinking traps that cause many to falter.

Heather J Doane
F | Sep 27 | 9am-4pm | \$329
UNLV MAB2 Room 140 | 243CP6149 | 0.6 CEU

Stress at Work: Impacts & Solutions for Individuals, Leaders & HR Professionals

Ready to tackle workplace stress? Join us in exploring its impacts and effective solutions. Whether you're an individual seeking relief, a leader aiming to support your team, or an HR professional seeking insights, this is your opportunity. Empower yourself with actionable strategies to foster a healthier work environment. Enroll now and take the first step towards a less stressful and more productive workplace.

Charles Carr, M.A. Ed.S.

F | Aug 16 | 9am-4pm | \$329

UNLV MAB2 Room 141 | 242CP6148 | 0.6 CEU

F | Dec 13 | 9am-4pm | \$329

UNLV MAB2 Room 141 | 243CP6148 | 0.6 CEU

The ABCs of Strategic Thinking

Create a culture of strategic thinking within your business. Strategic thinking knowledge, skills, and abilities are fast becoming required business competencies in today's competitive economic environment. While strategic thinking may come more naturally for some leaders than it does for others, with practice and training you have the capacity to visualize the big picture and create long range plans. Developing a culture of strategic thinking for your business starts by recognizing and nurturing strategic thinking competencies. This seminar provides businesses and individuals with a tool kit to encourage strategic thinking.

Charles Carr, M.A. Ed.S.

F | Nov 15 | 9am-4pm | \$329

UNLV MAB2 Room 141 | 243CP6166 | 0.6 CEU

Turning Managers into Leaders

To lead a team effectively, you must be able to step out of the day-to-day and see the big picture. Only then can you create the vision, set goals, and poise your team for action. Learn the basic concepts, tools, and skills you will need to become successful as a leader. Learn how to build and lead effective teams through both the easy and the hard times-leading by example, inspiring others, and fostering teamwork and collaboration. Identify your personal leadership style, understand the competencies of an effective leader, and build effective communication skills in order to lead with clarity and impact.

Heather J Doane

F | Sep 20 | 9am-4pm | \$329

UNLV MAB2 Room 140 | 243CP6119 | 0.6 CEU

Organizational Leadership Certificate Program

ced.unlv.edu/organizational-leadership

Leaders must be able to manage individual employees as well as strategically move the overall organization forward. This certificate program is a comprehensive professional development opportunity covering a wide range of best practices in leadership to help you approach the complex challenges inherent in organizational growth and change. Certificate candidates will enhance their skills in order to build stronger teams and successfully lead initiatives within organizations.

CERTIFICATE PROGRAM REQUIREMENTS: To earn the Organizational Leadership Certificate, you must successfully complete the following required core course plus an additional 2.4 CEUs of elective courses.

- Fundamentals of Leadership

EXECUTIVE CERTIFICATE PROGRAM REQUIREMENTS: To earn the Executive Certificate in Organizational Leadership, you must successfully complete the following required core course plus an additional 6.0 CEUs of elective courses.

- Fundamentals of Leadership

ELECTIVE COURSE OPTIONS: Offerings vary by semester. Visit ced.unlv.edu/organizational-leadership for a complete list of elective options and more details about this program.

Best Practices in Employee Retention & Engagement

A focus on employee engagement and retention is an essential part of an organization's talent management strategy. Best practices in employee retention and engagement contribute to optimal organizational performance, continuous improvement, and unparalleled customer service. Organizations can consciously create an environment where employees have the tools, resources, and professional opportunities to develop skills and fulfill their career goals. Topics include organizational engagement analysis, enablers to employee motivation, job design for engagement, an overview of employee retention and total rewards programs, steps to proactively avoid disengagement, and reflection and development of an action plan for organizational application.

Christina Nishiyama, MBA, SPHR

F | Sep 6 | 9am-4pm | \$329

UNLV MAB2 Room 141 | 243CP6107 | 0.6 CEU

Build Your Personal Brand, Resume, & Interviewing Skills

Elevate your career path, focus on refining your personal brand. Pinpoint your standout qualities and formulate a captivating personal brand statement. Employ impactful language and imagery in your resumes and achievement descriptions. Customize your messaging to align with the demands of prospective employers. Approach interviews with assurance, spotlighting your successes and competencies. Strategically engage with key figures in your field and pursue ongoing learning opportunities. Promote your authentic self consistently across various platforms, emphasizing your unique value proposition. Through these endeavors, you'll enhance your professional trajectory and draw in fresh avenues for advancement and triumph.

Charles Carr, M.A. Ed.S.

F | Sep 13 | 9am-4pm | \$329

UNLV MAB2 Room 141 | 243CP6195 | 0.6 CEU

Creating High-Functioning Teams Using Strengths

Identify your team members' talents and harness those strengths to create a strong, effective workforce. Managers and leaders will explore ways to recognize and cultivate expertise and natural aptitudes in their staff; these strengths can then be used to build high-functioning project teams. Gain an understanding of what a strengths-based organization looks like and the direct positive effect this management approach can have on key business metrics. Student must purchase and complete the Clifton Strengths 34 Assessment Tool at www.gallupstrengthscenter.com/store prior to class. Submit results to ce-assistant@unlv.edu.

Heather J Doane

WF | Oct 16-18 (meets 2x) | 9am-noon | \$329

UNLV MAB2 Room 140 | 243CP6139 | 0.6 CEU



View course descriptions for more Organizational Leadership electives through the online registration system at ced.unlv.edu/organizational-leadership.



What our students are saying:

Great course and fantastic resources given for self discovery."

Effective Facilitation of Meetings & Discussions

Crisis Management

Respond quickly, confidently, and competently when life throws a crisis at your organization. You will build an understanding of the challenges and opportunities associated with organizational leadership during crises. The course will use real-world examples (e.g., case studies) as well as selected readings to explore various approaches to crisis management, to understand the strengths and weaknesses of each approach, and to match the approach to the situation. By discussing the challenges and unique aspects of leadership in crises, we will demystify the tactics, techniques, and procedures associated with leadership success in demanding/unexpected circumstances. The last few years have shown how critical it is for leaders in all business sectors to understand crisis management so they can build resilient teams, ensure business continuity, and successfully adapt when the unexpected happens.

Rina Foster

M | Oct 28-Nov 4 (meets 2x) | 6-9pm | \$329

UNLV MAB2 Room 159 | 243CP6186 | 0.6 CEU

Developing a Successful Performance Management Program

Take a strategic and integrated approach to fully developing the capabilities of teams and individuals within your company. Companies who manage employee performance effectively can decrease employment costs, increase productivity, align business practices with the strategic plan, and increase profits. Find out how you can elicit superior employee performance by defining and communicating duties, roles, and expectations, and accurately measuring employee performance.

Charles Carr, M.A. Ed.S.

F | Oct 11 | 9am-4pm | \$329

UNLV MAB2 Room 141 | 243CP6173 | 0.6 CEU

Effective Facilitation of Meetings & Discussions

Run more effective, efficient meetings. With a few new facilitation skills in place, you can ensure the meetings you lead accomplish their objective without wasting anyone's time. A bit of forethought can keep your meetings focused on the task at hand, include the appropriate people in the discussion, and lead to a decision or actionable next steps. Participants will gain experience with hands-on facilitation practice.

Jacob Murdock

Sa | Oct 5 | 9am-4pm | \$329

UNLV MAB2 Room 140 | 243CP6302 | 0.6 CEU

Emotional Intelligence

Emotional intelligence (EQ) is not an inherent trait; it can be learned and enhanced throughout life. Tap into and cultivate your EQ in order to improve relationships, enhance your ability to relate to others, make stronger decisions, control negative thoughts and reactions, build trust and influence, and develop high-performing teams. The purpose of this course is to increase awareness of emotional intelligence, pinpoint each attendee's emotional intelligence strengths, identify development opportunities, understand emotional reactions, and demonstrate various techniques to strengthen emotional intelligence. An enhanced EQ can positively impact you, your team, and your organization.

Kimberly Virtuoso, MA, SPHR
F | Sep 27 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6309 | 0.6 CEU

Employee Learning & Development

In today's war for talent, best-in-class organizations achieve improved employee retention by investing in employee learning and development programs (Deloitte, 2020). As the American workforce no longer works the same "job for life," managers and human resource professionals must be skilled at managing employee talents and reassuring employees of their value through skill development, leadership development, and succession planning programs. Learn strategies to foster a culture that supports organizational learning, instructional design principles, training effectiveness, employee career development, and change management. You will apply your new knowledge by creating a learning and development plan for your organization.

Christina Nishiyama, MBA, SPHR
F | Oct 18 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6147 | 0.6 CEU

Fundamentals of Leadership

Prepare for your study of leadership theory and methods by beginning with an overview of proven models commonly applied in today's workplace. Examine practical ways to incorporate leadership theory into work and life. Set the tone and establish a common knowledge base for further study.

Jacob Murdock
ThF | Oct 31-Nov 1 (meets 2x) | 9am-4pm | \$799
UNLV MAB2 Room 140 | 243CP6300 | 1.2 CEUs

Managing in a Multi-Generational Workplace

Today's workforce is a multi-generational mix of Boomers, Gen X, Millennial's, and the leading edge of Gen Z. Each of these populations brings a differing and valuable perspective to a workplace. Managers and leaders must be aware of these generational differences as they build and motivate their teams. We will focus on how each generation thinks, how they want to work, and how to manage them successfully.

Heather J Doane
WF | Nov 20-22 (meets 2x) | 9am-noon | \$329
UNLV MAB2 Room 140 | 243CP6185 | 0.6 CEU

Organizational Change Management (OCM)

Contribute to your organization, its projects, and its leadership via recognized industry best Organizational Change Management (OCM) practices. OCM is the "people side" of changes in IT projects and software implementations, changes to business processes (sometimes called "ERPs") and changes to human resource systems and methods. You will compare and utilize a variety of practical OCM strategies, methods, tools, and tactics commonly applied in today's organizations. Think through how to translate OCM concepts to enterprise-wide projects, and align your work team's priorities with ongoing organizational change. During class you will apply these approaches to real-world examples, including any examples or projects you might be working on now.

Charles Carr, M.A. Ed.S.
F | Dec 6 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6304 | 0.6 CEU

Problem Solving & Decision Making

Enhance your problem solving and decision-making skills to gain self-confidence, build relationships, accurately identify problems, take action more quickly, and achieve better results. Learn how to research issues, gather relevant data, ask the right questions, and conduct root cause analysis. Apply problem-solving methods, tools, and techniques individually or in groups, and create multiple solution options for the identified problem(s). Utilize effective decision-making processes, and learn how to sell your proposals, monitor solution implementation, and ensure success.

Charles Carr, M.A. Ed.S.
F | Aug 30 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 242CP6182B | 0.6 CEU

Resilience & Wellbeing in the Workplace

As we continue into an extended period of uncertainty, many members of our work teams are experiencing an increase in anxiety, depression, and hopelessness, and are struggling with their overall emotional wellbeing. Leaders and managers need to better understand why this is happening and how they can help their most important asset: their people. This course will help you understand what wellbeing is and how to address five key elements of wellbeing within your organization. We will explore the notion of resilience, plus practice techniques to bounce back from setbacks and get out of the thinking traps that cause many to falter.

Heather J Doane
F | Sep 27 | 9am-4pm | \$329
UNLV MAB2 Room 140 | 243CP6149 | 0.6 CEU

Strategic Human Resources

The human resource field has shifted from an administrative function to a strategic component within the organization that aims to bring high-value contributions to business success. Present day human resource professionals must understand the changing role of HR, and learn how to work side-by-side with leadership to develop and present initiatives that support and inform business demands, financial decisions, technology choices, and compliance issues. Topics include an overview of transactional versus transformational processes, practical tools to serve as a trusted advisor to senior leaders, developing financial and technological acumen, strategies for strategic planning, goal setting, framing internal communications, and reflection and development of an action plan for organizational application.

Christina Nishiyama, MBA, SPHR
F | Oct 4 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6117 | 0.6 CEU

Stress at Work: Impacts & Solutions for Individuals, Leaders & HR Professionals

Ready to tackle workplace stress? Join us in exploring its impacts and effective solutions. Whether you're an individual seeking relief, a leader aiming to support your team, or an HR professional seeking insights, this is your opportunity. Empower yourself with actionable strategies to foster a healthier work environment. Enroll now and take the first step towards a less stressful and more productive workplace.

Charles Carr, M.A. Ed.S.
F | Aug 16 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 242CP6148 | 0.6 CEU

F | Dec 13 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6148 | 0.6 CEU

Succession Planning

Nurture talent and leadership potential within your organization so key staff members are ready to step into new roles when the need arises. A consistent effort to train and retain staff who exhibit characteristics your company values shows your commitment to employee growth, translates into lower turnover rates and recruitment costs, and leads to smooth transitions as staffing needs evolve. Create and execute a well thought-out succession plan to save your company both time and money.

Christina Nishiyama, MBA, SPHR
Th | Sep 12 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6175 | 0.6 CEU

The ABCs of Strategic Thinking

Create a culture of strategic thinking within your business. Strategic thinking knowledge, skills, and abilities are fast becoming required business competencies in today's competitive economic environment. While strategic thinking may come more naturally for some leaders than it does for others, with practice and training you have the capacity to visualize the big picture and create long range plans. Developing a culture of strategic thinking for your business starts by recognizing and nurturing strategic thinking competencies. This seminar provides businesses and individuals with a tool kit to encourage strategic thinking.

Charles Carr, M.A. Ed.S.
F | Nov 15 | 9am-4pm | \$329
UNLV MAB2 Room 141 | 243CP6166 | 0.6 CEU

Turning Managers into Leaders

To lead a team effectively, you must be able to step out of the day-to-day and see the big picture. Only then can you create the vision, set goals, and poise your team for action. Learn the basic concepts, tools, and skills you will need to become successful as a leader. Learn how to build and lead effective teams through both the easy and the hard times-leading by example, inspiring others, and fostering teamwork and collaboration. Identify your personal leadership style, understand the competencies of an effective leader, and build effective communication skills in order to lead with clarity and impact.

Heather J Doane
F | Sep 20 | 9am-4pm | \$329
UNLV MAB2 Room 140 | 243CP6119 | 0.6 CEU

Legal

Legal

Bail Agent Pre-Licensing & Continuing Education-Online

ced.unlv.edu/bail-agent

Bail Agents are licensed and qualified individuals who are authorized to post bail bonds, and who play a critical role in judicial proceedings. Duties consist of determining the risk of the defendant and whether to post a bond, whether the defendant has violated one of the court's terms of release, and whether the defendant has failed to appear in court. Learn the essentials needed in order to apply to become a licensed Bail Agent, including the relevant statutes and regulations, duties of licensee's, records management, agreements, premiums and charges, collateral, apprehension and surrender, prohibited acts, advertising, bail forfeitures, and court terminating liability. Instruction will be provided in compliance with the rules of the Nevada Division of Insurance and Nevada courts. Pending approval, this course fulfills the Nevada State Bail Pre-Licensing Course as required by the Nevada Division of Insurance.

New!

Bail Agent Pre-Licensing

Bail Agents are licensed and qualified individuals who are authorized to post bail bonds, and who play a critical role in judicial proceedings. Duties consist of determining the risk of the defendant and whether to post a bond, whether the defendant has violated one of the court's terms of release, and whether the defendant has failed to appear in court. Learn the essentials needed in order to apply to become a licensed Bail Agent, including the relevant statutes and regulations, duties of licensee's, records management, agreements, premiums and charges, collateral, apprehension and surrender, prohibited acts, advertising, bail forfeitures, and court terminating liability. Instruction will be provided in compliance with the rules of the Nevada Division of Insurance and Nevada courts. Pending approval, this course fulfills the "Nevada State Bail Pre-Licensing Course" as required by the Nevada Division of Insurance.

Tracy DiFillipo

W | Aug 28 | 9am-5pm | \$599

Online-Zoom | 242PL6145 | 0.6 CEUs

New!

Bail Agent Continuing Education

Bail Agents are required under Nevada law to complete a 3-hour program of continuing education to renew the bail agent's license. This course will include the essential information for renewing the bail agent's license, including the relevant statutes and regulations, duties of licensee's, records management, agreements, premiums and charges, collateral, apprehension and surrender, prohibited acts, advertising, bail forfeitures, and court terminating liability. Instruction will be provided in compliance with the rules of the Nevada Division of Insurance and Nevada courts. Pending approval, this course fulfills the "Nevada Continuing Education Course" as required by the Nevada Division of Insurance.

Tracy DiFillipo

T | Oct 15 | 9am-noon | \$299

Online-Zoom | 242PL6146 | 0.3 CEUs

Paralegal Certificate Program

ced.unlv.edu/paralegal

Our 20-week online Paralegal Certificate program offers comprehensive, fully asynchronous coursework designed to fit your schedule. This program equips you with the essential skills and knowledge to excel in the legal field. You'll explore key areas such as legal research, writing, and ethics, as well as substantive law topics including contracts, criminal law, and civil procedure. Interactive modules, real-world case studies, and expert instruction ensure a practical, engaging learning experience. Students will be prepared to support attorneys effectively in various legal settings, ready to embark on a rewarding paralegal career. No prior legal experience is required.



Paralegal Certificate Program

Gain comprehensive knowledge of the American judicial system and provide the skills necessary to work inside a law office, corporate legal department, or governmental agency. Learn practical paralegal skills necessary to succeed in the legal industry, including how to provide paralegal assistance to trial attorneys, interview witnesses, investigate complex fact patterns, research the law, and assist in preparing cases for litigation. The program will also cover the history and overview of the legal system, the role of the paralegal, legal ethics, unauthorized practice, the rules of professional conduct, importance of communications, judgment and analytical ability, terminology, sources, and works of the law. Word processing software such as Google Docs or Microsoft Word is required. It is highly recommended that you have regular (daily) computer access, preferably a home computer with broadband Internet access. This course can be completed using public computers at public access areas. However, be aware that all course requirements remain the same whether your computer access is public or private (home). Required Textbook(s): *The Paralegal Professional with Course Connect, 6th Edition, by Thomas F. Goldman* (ISBN 13-413084-2).

Prerequisite: You should be comfortable with: using a word processor (changing font, spell check); using email for communication; sending an email attachment; navigating the Internet; downloading appropriate plugins, and using an Internet search engine.

Continuing Ed Staff, Carl H Morrison
 Su | Oct 6-Feb 21 (meets 2x) | \$6,999
 Online-UNLVGO | 243PL6149 | 12.5 CEUs

Basic Mediation Skills Training

Unlock the power of peaceful resolution with our intensive 40-hour Basic Mediation Training course. Perfect for individuals seeking to enhance their conflict resolution skills or embark on a rewarding career in mediation, this comprehensive program provides a solid foundation in mediation theory and practice. A basic mediation training manual is provided for each student.

Patricia Battie, Wes Miller
 Sa | Sep 14-Oct 12 (meets 5x) | 8:30am-5pm | \$1,200
 UNLV MAB2 Room 138 | 243CM1120 | 4 CEUs



UNLV Continuing Education now offers live-online LSAT preparation classes. See p. 48 or visit ced.unlv.edu/test-prep for more information.

Parenting

ced.unlv.edu/cp

Navigate parenting's toughest challenges including divorce and discipline. Specialized training can help you strengthen your family relationships, open channels of communication, and rediscover the positive side of parenting.

Cooperative Parenting-Shielding Your Children From Conflict

Participate in proven conflict resolution activities within a supportive group environment. The course provides practical approaches to help parents work cooperatively to successfully co-parent their children. Class sessions 1 & 8 are mandatory for successful completion of the course. Other mandatory attendance requirements will be covered on the first day of class.

Continuing Ed Staff
 T | Oct 1-Nov 19 (meets 8x) | 5:30-7:30pm | \$299
 UNLV MAB2 Room 157 | 243PL6105A

T | Dec 3-Feb 4 (meets 8x) | 5:30-7:30pm | \$299
 UNLV MAB2 Room 157 | 243PL6105B
 *Class does not meet: Dec 24 & 31

E.N.R.I.C.H. Your Relationship With Your Child

The E.N.R.I.C.H. parenting workshop series, based on the book, *E.N.R.I.C.H. Your Relationship With Your Child* (Kruenegel-Farr, 2021), covers fourteen positive parenting strategies including such topics as encouragement, respect, consequences, and humor. Using the acronym "E.N.R.I.C.H.," parents can easily remember the various research-based techniques that have been proven to create a positive relationship between parent and any aged child. Each workshop session consists of learning about the different strategies followed by group discussion. To enhance learning between sessions, parents are encouraged to complete the workbook-style pages from the E.N.R.I.C.H. book which will then be discussed in the following sessions. These workshop topics provide a framework for parents as they assist their child or teen in their development. Using these fourteen positive parenting strategies makes parenting feel less daunting and more enjoyable, creating a solid foundation for all family members.

Debbie Farr
 T | Sep 17-Oct 22 (meets 6x) | 7:30-8:30pm | \$279
 Online-Zoom | 243CP6192A

W | Oct 30-Dec 4 (meets 6x) | 7:30-8:30pm | \$279
 Online-Zoom | 243CP6192B

Technology/Computers

Cybersecurity Bootcamp Certificate Program

ced.unlv.edu/cybersecurity

This Cybersecurity Bootcamp Certificate Program prepares you to enter the workforce in under a year as a highly qualified, entry-level professional with the in-demand experience employers are looking for to help defend our most vital assets. According to the U.S. Bureau of Labor Statistics, demand for Information Security Analysts is growing much faster than average, with a national median salary of \$109,600 per year.

PROGRAM REQUIREMENTS: To earn the Cybersecurity Bootcamp Certificate you must successfully complete the Cybersecurity Introductory Course and Cybersecurity Bootcamp.

Cybersecurity Introductory Course

The 30-hour Introductory Course teaches cybersecurity and IT essentials like virtualization, networking, and different operating systems. Learn basic commands and defense techniques through immersive virtual exercises. At the end of the course, an exam and assessment with an Admissions Advisor help you decide if the program is right for you. Register at digitalskills.unlv.edu/cybersecurity-bootcamp/

Online Delivery

See website for current dates and times.

Cybersecurity Bootcamp

The UNLV Cybersecurity Bootcamp is a 400-hour program designed for working professionals, with classes scheduled in evenings and weekends. Through virtual lectures, cyber labs, simulations, and individual/group exercises, you will learn how to defend digital information, implement security measures, respond to cyberattacks, and protect business and consumer data. This program also lays the foundations for taking cybersecurity certifications in the future. The curriculum covers the fundamentals of cybersecurity, and includes hands-on training exercises to develop your skill set. By the end of the program, you will have a solid understanding of cybersecurity and the qualifications to enter the industry. Register at digitalskills.unlv.edu/cybersecurity-bootcamp/

Online Delivery

See website for current dates and times.

This program is offered in collaboration with ThriveDX

ThriveDX

Print & Graphic Design Certificate Programs

ced.unlv.edu/graphic-design

Inform. Captivate. Communicate. Inspire. Effective graphic design accomplishes all these objectives at once. If you have an artistic eye and a knack for organizing information in a way that makes sense to others, earning a Graphic Design or Print Design certificate through UNLV can be a path to a successful career in design services, publishing, advertising, public relations, and related industries.

PRINT DESIGN CERTIFICATE PROGRAM REQUIREMENTS: To earn the Print Design Certificate you must successfully complete three core courses and the capstone.

CORE COURSES:

- Adobe Illustrator I
- Adobe InDesign I
- Adobe Photoshop I
- Print Design Capstone: From Pre-Press to Production (Must be the last course taken)

GRAPHIC DESIGN CERTIFICATE PROGRAM REQUIREMENTS: To earn the Graphic Design Certificate you must successfully complete six core courses, 0.6 CEUs of electives, and the capstone.

CORE COURSES:

- Adobe Illustrator I
- Adobe Illustrator II
- Adobe InDesign I
- Adobe Photoshop I
- Adobe Photoshop II
- Graphic Design Capstone: Designing Your Brand Using Adobe Software (Must be the last course taken)

ELECTIVE COURSE OPTIONS: Vary by semester. See website for details.

Adobe Illustrator I

Generate crisp, scalable, vector-based artwork in Adobe Illustrator. Beginners and those with slight experience will learn principles of good graphic design as they create and transform shapes, draw with the pen tool, work with typography, and assign color in Illustrator. Illustrator is a designer's go-to tool for illustrations, logos, business cards, signs, ads, and much more. Jessica Kennedy is professional educator and graphic designer who has many years of experience in the print and graphic design industry. Students will need access to Adobe Illustrator.

Jessica Kennedy

M | Sep 9-Oct 14 (meets 6x) | 5:30-8:30pm | \$389

Online-UNLVGO and Zoom | 243WM8121 | 1.8 CEUs

Adobe Illustrator II

Intermediate users will build upon their Illustrator knowledge and skills by working with layers and artboards, blending shapes and colors, working with custom brushes, working with styles and effects, working with symbols, and integrating projects with other Adobe applications. Jessica Kennedy is professional educator and graphic designer who has many years of experience in the print and graphic design industry. Students will need a 32GB flashdrive and access to Adobe Illustrator.

Prerequisite: Adobe Illustrator I or possess similar working knowledge and experience.

Jessica Kennedy
M | Oct 21-Dec 2 (meets 6x) | 6-9pm | \$389
Online-UNLVGO and Zoom | 243WM8100 | 1.8 CEUs

Adobe InDesign I

Easily lay out catalogs, brochures, posters, and other publications with InDesign. Work with tools, menus, and palettes to create documents, define typesetting features, work with images, and create files for print. In-class exercises will reinforce your understanding of page setup attributes, master pages guides and margins, color definition, graphic formats, and file management. Students will need access to Adobe Technology/Computers InDesign. Students will need access to Adobe InDesign.

Jessica Kennedy
Th | Sep 12-Oct 17 (meets 6x) | 5:30-8:30pm | \$389
Online-UNLVGO and Zoom | 243WM8106A | 1.8 CEUs

David Dace
T | Oct 15-Nov 19 (meets 6x) | 6-9pm | \$389
Online-UNLVGO and Zoom | 243WM8106B | 1.8 CEUs



Adobe Photoshop I

Create, design, and manipulate print-based artwork, web-based graphics, and digital photography with Adobe Photoshop. Students will learn to perform basic tasks in Photoshop, including color correction, retouching, creating composite images, using masks, resizing images, adding text, and creating art from scratch. This course targets advanced beginners who use Photoshop for personal and professional projects and wish to broaden their knowledge and skills in this program. Vernetta Thomas is a professional film and digital photographer who has exhibited her work at numerous venues. She specializes in food photography and street photography. When she's not capturing genuine moments and telling stories through her images, she enjoys supporting students in their artistic journeys through her fun and inviting classes. Students will need access to Adobe Photoshop. Recommended Textbook(s): *Adobe Photoshop Classroom in a Book* (ISBN: 9780136447993).

Vernetta Thomas
Sa | Oct 19-Nov 23 (meets 6x) | 6-9pm | \$389
Online-UNLVGO and Zoom | 243WM8122B | 1.8 CEUs

Sa | Oct 19-Nov 23 (meets 6x) | 9am-noon | \$389
Online-UNLVGO and Zoom | 243WM8122A | 1.8 CEUs

Adobe Photoshop II

Harness the more powerful elements of Adobe Photoshop to elevate the quality of your photographic and graphic design projects. This course targets intermediate users who wish to broaden their skills and get updates on the latest available features. Explore advanced layer functions and compositing, advanced retouching and masking, and prepare files for both print and web output. Students will need access to Adobe Photoshop. Recommended Textbook(s): *Adobe Photoshop Classroom in a Book* (ISBN: 9780136447993).

Prerequisite: Adobe Photoshop I or comparable experience.

Jessica Kennedy
W | Sep 4-Oct 9 (meets 6x) | 5:30-8:30pm | \$389
Online-UNLVGO and Zoom | 243WM8123 | 1.8 CEUs

Graphic Design Capstone: Designing Your Brand Using Adobe Software

Create a comprehensive corporate or personal brand identity project by applying skills learned in previous graphic design classes. This course will give you an opportunity to showcase your creative vision and technical graphic design skills through multiple media types. This course must be the last class taken to complete the requirements of the Graphic Design Certificate.

Prerequisite: Adobe Illustrator I, Adobe Illustrator II, Adobe InDesign I, Adobe Photoshop I, Adobe Photoshop II, & .6 CEUs of electives.

Jessica Kennedy
W | Nov 20-Dec 18 (meets 4x) | 5:30-8:30pm | \$249
Online-UNLVGO and Zoom | 243WM8177 | 0.6 CEU
*Class does not meet: Nov 27



Introduction to Print on Demand (Clothing, Wall Art & Goods)

Print on Demand (POD) is the process of printing your digital designs as the orders come in, rather than stockpiling large amounts of pre-printed materials. POD allows printing in small quantities and reduces waste from unsold products. Thousands of designers, entrepreneurs, and side hustlers are selling everything from books, clothing, household items, jewelry, and more using print on demand as their business model. But how does POD work? How much does it cost? What do you need to get started? Where do you sell your products? All these questions and more will be answered in this course.

John Larson

Th | Oct 17-31 (meets 3x) | 6-8pm | \$115

Online-UNLVGO and Zoom | 243WM8180 | 0.6 CEU

Large Format Printing & Design for Tradeshows & Conventions

Learn the ins and outs of creating signs and graphics for one of the biggest industries in Las Vegas. You will become familiar with designing for the production of large format custom signage and graphics such as printed murals and posters, cut vinyl graphics & lettering, CNC, and laser cut dimensional lettering. Understand how and when to use different media, substrate, and materials, and become familiar with industry terminology. Practice setting up production files and creating working proofs from client artwork. The first two sessions will be live online focusing on designing for print production, and the third class will be held at Velocity Graphics, where you will learn about print shop practices and participate in the production of signs or graphics. Marc Greges is the Co-Owner and Founder of Velocity Graphics, a team of large format print shop professionals specializing in trade shows and live events across the country, as well as commercial and retail projects.

Prerequisite: Proficient with Adobe Illustrator, Adobe InDesign, and Adobe Photoshop. Must be able to meet in-person at Velocity Graphics in Las Vegas on last day of class.

Marc Greges

Sa | Oct 5-19 (meets 3x) | 2-5pm | \$389

Online-UNLVGO and Zoom | 243WM8182 | 0.9 CEU

Sequential Art I (The Graphic Novel)

Focus on the process of creating a paneled structured story (graphic novels, comic books, and manga). Working with a script, students will study visual storytelling, panel structure, emotive drawing, and continuity. Students will be instructed in creating a five page graphic story, by scripting, creating thumbnails and roughing out the five page sequence. For the final, students will choose one of the five pages and follow it throughout the drawing, inking and coloring process to produce a ready for print page. The class will also cover preparing and exporting a graphic story for print. David Dace is a professional educator and freelance artist with over 20 years experience in traditional and digital illustration. He specializes in sequential art and story based illustration, with extensive experience in design, layout, logo, and package designs.

Prerequisite: Introduction to Sequential Art recommended.

David Dace

Th | Oct 17-Nov 21 (meets 6x) | 6-9pm | \$319

Online-UNLVGO and Zoom | 243WM8184 | 1.8 CEUs

Technical Design for Fashion-Level 1

Begin mastering the technical knowledge and skills necessary to use technical drawing software such as Adobe Photoshop and Illustrator to create accurate and detailed garment specifications. By the end of the course, you will be able to use technical drawing software to create garment specifications; understand the principles of pattern-making and grading; and communicate effectively with manufacturers and production teams. Laura LaFrance is a fashion designer and educator with experience in computer fashion design, corporate apparel design, uniform design, and technical drawing. She has a Bachelor of science in fashion design and a Master of arts in design & media management.

Laura LaFrance

Sa | Aug 3-Nov 16 (meets 16x) | 10am-3pm | \$1,199

UNLV MAB2 Room 160 | 242FD2165 | 8 CEUs

“What our students are saying: This is a wonderful course that has enough depth to encompass so much more about large format printing. The instructor is very professional, knowledgeable, experienced, and cares greatly about this field. This course expanded on what my definition of “Print” was and what can be created with some ingenuity and dedication. I am extremely grateful for the opportunity this course provided.”

Large Format Printing & Design for Tradeshows & Conventions

Productivity Technology

ced.unlv.edu/programs/office-productivity-applications

Office Productivity Technology training is geared toward individuals who want to learn the essential skills of the software for business or personal use. Spreadsheet software like Excel and Google Sheets are useful for organizing, formatting, analyzing, and presenting business data. Training in word processing applications like Microsoft Word and Google Docs focuses on advanced features useful for formatting long documents, managing citations and figures, and the proofing process.

Analyzing, Managing, & Presenting Data in Microsoft Excel

Analyze data with PivotTables and PivotCharts; explore advanced formatting options; work with formulas and functions, including using 3D references; consolidate data sets; utilize formula auditing and data tools; and work with decision making tools. Collaboration, editing, security, efficiency tools, and macros round out the curriculum. Assignments outside of class provide a variety of spreadsheet experiences to enrich your understanding of Excel. You must have access to Microsoft Excel. Required Textbook(s): *Exploring Microsoft Office Excel 2019 Comprehensive* (ISBN: 9780135452752). Digital version recommended.

Prerequisite: Excel I or similar working knowledge and experience.

Sharon Fry, MCT, MOS Master, MCP, MTA
M | Sep 16-Oct 7 (meets 4x) | 3-6:15pm | \$359
Online-Zoom | 243CW8138 | 1.2 CEUs

Excel Advanced Workshop: Complex Formulas

The Excel Advanced Workshop series is a fast-paced but deep dive into customizing Excel for maximum productivity and data analysis in your office, business, or sales team. You will learn time saving tips and shortcuts, best practices to avoid trouble down the road, and how to create better workbooks. When simple formulas are not enough anymore, you will need to learn to multiply your productivity and the power of your workbooks by using complex formulas in Excel. You will practice applying the use of multiple functions in formulas by nesting and combining functions. Learn about Excel's formula auditing tools and become the office hero by learning how to handle errors in Excel formulas. You must have access to Microsoft Excel.

Prerequisite: Excel I or similar working knowledge and experience.

Sharon Fry, MCT, MOS Master, MCP, MTA
F | Sep 27-Oct 4 (meets 2x) | 1-4pm | \$139
Online-Zoom | 243CU1120 | 0.6 CEU



Microsoft Azure AI Fundamentals

The Microsoft Azure AI Fundamentals 4-week course will provide you with the fundamentals of modern artificial intelligence (AI) and machine learning (ML). This will enable you to recognize common applications of AI and identify the available AI services in Microsoft Azure. With this knowledge, you will be equipped to develop and utilize these services in real-world scenarios and prepared to pass the AI-900 exam.

Prerequisite: Basic understanding of cloud computing, programming and machine learning is recommended.

Online Delivery | \$750
See website for current dates and times.

This course is offered in collaboration with Skillstorm.



Microsoft Azure AI Solutions

The Microsoft Azure AI Solutions 8-week course equips aspiring AI engineers with the necessary skills to develop cutting-edge AI solutions. Gain a comprehensive understanding of the responsibilities encompassing the design, deployment, and maintenance of AI solutions. Not only will you feel prepared to successfully pass the Microsoft Certified: Azure AI Engineer Associate AI-102 certification exam, as a Microsoft Azure AI engineer, you will work with solution architects to translate their vision. You will also work with data scientists, data engineers, Internet of Things (IoT) specialists, infrastructure administrators and other software developers to construct secure and seamless end-to-end AI solutions, integrating AI capabilities seamlessly into applications and solutions.

Prerequisite: Programming experience with Python or proficiency at Full Stack Development in another popular language is required.

Online Delivery | \$2,400
See website for current dates and times.

This course is offered in collaboration with Skillstorm.



Publishing Fundamentals

This course offers an in-depth exploration of Amazon's Kindle Direct Publishing (KDP) platform, tailored for those interested in independent publishing. Students will gain a thorough understanding of the KDP platform, how to create and format manuscripts, cover design, and learn about rights and pricing. Learn the technical aspects of book formatting for KDP. Advanced KDP features will be covered to ensure students are well-equipped to manage their published works effectively. By the end of this course, participants will have the knowledge and skills to confidently publish and manage their literary creations on the Amazon KDP platform.

John Larson
W | Oct 16-30 (meets 3x) | 6-8pm | \$159
Online-UNLVGO and Zoom | 243CW8104 | 0.6 CEU

Technology Bootcamps

bootcamps.ced.unlv.edu

New!

Data Science & AI Program

The Data Science & Artificial Intelligence (AI) Program is designed for IT and non-IT professionals who are interested in transitioning their careers into data science, analytics, machine learning and artificial intelligence. The program includes practical training, industry award and job placement support to help professionals secure a job as a data analyst or data scientist.

Online Delivery

See website bootcamps.ced.unlv.edu/ for current dates and times.

New!

Software Engineering Program

The Software Engineering Program is designed for IT and non-IT professionals who are interested in transitioning their careers into programming, software, web and UI development. The program includes practical training, industry award and job placement support to help professionals secure a job in the software industry.

Online Delivery

See website bootcamps.ced.unlv.edu/ for current dates and times.

New!

UX/UI Design Program

The UX/UI Design Program is designed for motivated candidates who are looking to accelerate and transition their careers into user experience and user interface design. The program includes practical training, industry award and job placement support to help professionals secure a UX/UI design job in this high-demand industry.

Online Delivery

See website bootcamps.ced.unlv.edu/ for current dates and times.

These courses are offered in collaboration with Institute of Data



**Institute of
Data**

Healthcare/Wellness Professionals

Certified Nursing Assistant

ced.unlv.edu/certified-nursing-assistant

UNLV Continuing Education is collaborating with the Perry Foundation Academy of Health to offer the Certified Nursing Assistant Training Program. Certified Nursing Assistants (CNAs) offer patients compassion and patience while assisting them with day-to-day life tasks such as dressing, bathing and feeding. CNAs enjoy solid job security and frequently work a flexible schedule. Typical work environments include long-term care facilities, hospitals, clinics, and in the home.

Certified Nursing Assistant (CNA) Training Program

As a Certified Nursing Assistant (CNA), you will offer patients compassion and patience while assisting them with day-to-day life tasks such as dressing, bathing, and feeding. Typical work environments include long-term care facilities, hospitals, clinics, and in the home. While in school, you will be instructed on a broad range of subjects, including infection control, communication and interpersonal skills, safety and emergency procedures, personal care skills, psychosocial needs, basic restorative services and skills, basic nursing skills, quality improvement and more. The training is 96 hours and takes four weeks to complete, preparing you to take the Nevada State Board of Nursing exam. Dates are subject to change. Daytime cohort class lectures meet 8am to 4:30pm. Evening cohort class lectures meet 5:00 to 9:00pm. The schedule for clinicals will be discussed at the first class meeting.

As a student in the CNA program, you are required to adhere to the rules and regulations as outlined in the Perry Foundation Student Catalog. The catalog lists the prerequisites for the program as well as the program's refund policy. Please review the catalog here: https://ced.unlv.edu/sites/default/files/2022-06/CNACatalog_UNLV.pdf

Textbook, workbook, one set of scrubs (top and bottom), licensing fees, and additional materials are included in the tuition. Please ensure you have a device suitable for distance learning prior to registering for this class and that you are available on the dates assigned to this class.

Prerequisite: Students wishing to enroll in the CNA Program must be 18 years of age and show proof of high school diploma or equivalency. Once registered, students will complete an enrollment agreement.



Madge Rascoe
MTW | Aug 26-Sep 18 (meets 12x) | 8am-4:30pm | \$2,575
Perry Foundation | 242NA1100G | 9.6 CEUs

Kathy Clemens
MWF | Sep 9-Oct 4 (meets 12x) | 8am-4:30pm | \$2,575
Perry Foundation | 243NA1100A | 9.6 CEUs

Claudette Lachowicz
WThF | Sep 11-Oct 25 (meets 22x) | 5:15-9:15pm | \$2,575
Perry Foundation | 243NA1100B | 9.6 CEUs

Kathy Clemens
ThT | Oct 3-Nov 12 (meets 12x) | 8am-4:30pm | \$2,575
Perry Foundation | 243NA1100C | 9.6 CEUs

Kathy Clemens
WFM | Oct 9-Nov 4 (meets 12x) | 8am-4:30pm | \$2,575
Perry Foundation | 243NA1100D | 9.6 CEUs

Madge Rascoe
MWF | Nov 11-Dec 11 (meets 12x) | 8am-4:30pm | \$2,575
Perry Foundation | 243NA1100E | 9.6 CEUs

Kathy Clemens
ThT | Nov 14-Dec 19 (meets 12x) | 8am-4:30pm | \$2,575
Perry Foundation | 243NA1100F | 9.6 CEUs

Social Work CEU Series

ced.unlv.edu/social-work

Earn your CEUs in-person or online from the UNLV School of Social Work. Training led by UNLV School of Social Work faculty and experienced Southern Nevada clinicians will expand your understanding of topics commonly faced by social workers in their practices. The Social Work Continuing Education Unit series is offered as a partnership between UNLV School of Social Work and UNLV Continuing Education. Courses are designed for behavioral health practitioners in Nevada. All CEUs are approved by the Nevada Board of Examiners for Social Workers and Nevada Board of Examiners for Marriage and Family Therapists & Clinical Professional Counselors. Class topics vary each semester. Visit ced.unlv.edu/social-work for more information on course offerings.

In partnership with:

UNLV GREENSPUN COLLEGE
OF URBAN AFFAIRS
School of Social Work

Assessing & Treating Childhood Trauma

Distinguish acute trauma, chronic trauma, complex trauma, neglect, and traumatic grief in children, and consider how each type of traumatic experience can affect children's wellbeing. Learn how similar traumas can affect children differently and discuss factors that influence severity of reactions. The immediate and long term impact of trauma on a child's brain development will be reviewed. Clinical interventions will be discussed with an emphasis on Trauma-Focused Cognitive Behavioral Therapy. Suggestions for working with caregivers of traumatized children will be provided. As working with traumatized children can cause particular stress for clinicians, self-care will be addressed. Finally, you will be given resources to further continued professional competence. This course is approved for 3 CEUs by the NV Board of Examiners for Social Workers and the NV Board of Examiners for MFTs & CPCs.

Anne-Marie Abruscato, LCSW
Th | Oct 24 | 6-9:15pm | \$65
Online-Zoom | 243SW3201 | 0.3 CEU



Certified Nursing Assistant certification is a prerequisite to enter the Accelerated Second Bachelor in Nursing program at UNLV. Successful completion of this program fulfills this requirement.



View current course descriptions at ced.unlv.edu/social-work.



New!

Developing Team Culture

This course will help to develop and promote a more effective team culture by allowing leaders to better understand team development and effectiveness, and the role of conflict within teams. As a result of taking this course, you will be able to identify the 7 C's of team effectiveness, explain the role conflict plays among teams, demonstrate effective communication amid team conflict, and discuss the pros and cons of positive error culture within your organization/agency. This course is approved for 3.75 CEUs by the NV Board of Examiners for Social Workers, and the NV Board of Examiners for MFTs & CPCs.

Celia Anthony

Sa | Sep 14 | 8:30am-12:30pm | \$65

UNLV MAB2 Room 159 | 243SW3120 | 3.75 CEUs

Religious Trauma & Spiritual Abuse

Religion and spirituality hold a foundational position in the worldview of many Americans. Religion and spirituality also act as coping mechanisms that build on systems of meaning-making. The survivor of religious trauma and spiritual abuse may intertwine the concept of God with the abuser, which adds the dimension of betrayal and/or abandonment by God. This course will examine the predictive relationship of religious trauma and spiritual abuse on meaning-making, trust, and depression. This course is approved for .3 CEUs by IACET, and 3 CEUs by the NV Board of Examiners for Social Workers, and the NV Board of Examiners for MFTs & CPCs.

Cheryl Johnston, LSW

Sa | Aug 17 | 6-9:15pm | \$65

Online-Zoom | 242SW3118 | 0.3 CEU

Nonprofit

Grant Academy Certificate Program

ced.unlv.edu/grant-academy

As you progress through the Grant Academy Certificate, you will gain skills in identifying relevant grant opportunities, writing strong proposals, tracking program outcomes, managing reports to funders, and utilizing available technologies and data sources to make a convincing case for support. Curriculum will guide you through the full life cycle of a grant, enabling you to produce winning applications plus policies to support successful oversight and administration. Courses may be taken individually to expand your skill set.

PROGRAM REQUIREMENTS: To earn the UNLV Grant Academy Certificate you must successfully complete five core courses.

CORE COURSES:

- Building a Grant Ready Organization
- Identifying Funding Sources
- Proposal Writing I
- Proposal Writing II
- Grants Management

Grant Academy Bundle

Register for this class to receive bundle discount for all five classes.

- Building a Grant Ready Organization
- Grants Management
- Identifying Funding Sources
- Proposal Writing I
- Proposal Writing II

Kenneth B Lange, Cynthia Radley, Kipp Ortenburger

TTh | Sep 3-Dec 12 (meets 20x) | 4-6pm | \$1,295

Online-UNLVGO and Zoom | 243GRBUND | 4 CEUs

Grant Academy Information Session

Learn more about how the UNLV Grant Academy works. Meet with the instructors of the program as they provide an industry analysis and break down the Grant Academy course sequence. This information session will help you determine how this program can refine your grant writing and management skills and consequently enhance your career prospects.

Continuing Ed Staff & Natalie Smyers

Th | Aug 15 | 6-7pm | No charge

Online-Zoom | 242GR1150

Building a Grant Ready Organization

Assess and build the organizational capacity necessary to obtain grant funding. Examine how management decisions, policies, and partnerships impact funding outcomes. Time will also be spent looking at how effective program development and project design can ensure competitive grant applications. You will work on case studies, mission statements, management strategies, and communication tools to support successful grant writing.

Kenneth B Lange
TTh | Sep 3-12 (meets 4x) | 4-6pm | \$289
Online-UNLVGO and Zoom | 243GR1142 | 0.8 CEU

Grants Management

Effectively manage and report on grants once awards have been made. Not only will you need to complete the funded project, you will also have to gather data, evaluate the impact of your programs, and monitor all project expenses. Thorough documentation of your grant outcomes will help garner additional support and renewed funding by demonstrating return on investment for funding received.

Cynthia Radley
TTh | Dec 3-12 (meets 4x) | 4-6pm | \$289
Online-UNLVGO and Zoom | 243GR1136 | 0.8 CEU

Identifying Funding Sources

Match your project to the best funding source to improve the odds of support. Not every project is a good fit for every grant program; deciding which grants to pursue is an important grant writing skill. This course will explain different types of grants and outline ways to research and uncover grant opportunities. Participants will also learn to analyze and match specific program characteristics and organizational capacity with funding opportunities for successful grant proposals.

Kipp Ortenburger
TTh | Sep 24-Oct 3 (meets 4x) | 4-6pm | \$289
Online-UNLVGO and Zoom | 243GR1140 | 0.8 CEU

Proposal Writing I

Prepare a grant application targeted at smaller state and local philanthropic funding sources. Craft a convincing case for funding and write a statement of need. Additionally, develop a simple project budget and write a supporting narrative which clearly articulates the anticipated program outcomes and benefits.

Janise Wiggins
TTh | Oct 15-24 (meets 4x) | 4-6pm | \$289
Online-UNLVGO and Zoom | 243GR1144 | 0.8 CEU

Proposal Writing II

It's time to go after a big one. Prepare a grant application targeted at large funding sources including the federal government and large philanthropic foundations. Analyze complex request for proposals (RFPs) to identify funding sources and obstacles, and then understand how to structure your budget and narrative to meet all requirements. Strategic community partnerships and organizational capacity will be examined within the context of large-scale awards. Time will be spent reviewing special legal and regulatory issues related to compliance issues for large funding awards.

Prerequisite: Proposal Writing I

Janise Wiggins
TTh | Nov 5-14 (meets 4x) | 4-6pm | \$289
Online-UNLVGO and Zoom | 243GR1134 | 0.8 CEU

Nonprofit Leadership Certificate Program

ced.unlv.edu/nonprofit-leadership

Unlock your potential for positive change with the UNLV Continuing Education Certificate Program in Nonprofit Leadership. Dive into donor relations, fundraising strategies, sustainable practices, ethical financial oversight, governance compliance, effective management, dynamic leadership, assessment techniques, development strategies, and collaborative board dynamics. Elevate your impact and advance your career in the non-profit sector. Register now to gain the essential skills and knowledge needed to lead with purpose and make a lasting difference. Your journey to impactful leadership begins here.

Nonprofit Leadership Information Session

Learn more about the UNLV Nonprofit Fundraising Certificate. Meet with the instructors of the program as they provide an overview of the Nonprofit Fundraising course sequence and content. This information session will help you determine how this program can assist your organization to create a compelling case for support.

Continuing Ed Staff, Gregory Gudenkauf, MPA
M | Aug 26 | 3-4pm | No charge
Online-Zoom | 242NP3172

Creating a Development Plan

Break free from the rut of endless special events, high-pressure grant writing, board members who do not take fundraising responsibility, and abandoned development plans. Instead, tailor a development plan for your organization that truly works. A comprehensive development plan can help ensure success in your fundraising efforts by harnessing the strengths of your organization's leadership, staff, and volunteers. Participants will leave with a preliminary development plan for their organization, including a clear path to implementation and defined evaluation measures.

Prerequisite: Must have taken Responsible Fundraising or have comparable experience.

Jeff Grandy

MW | Sep 9-11 (meets 2x) | 3-5pm | \$105
Online-UNLVGO and Zoom | 243NP3148 | 0.4 CEU

Donor Relations

Successful fundraisers know the importance of building relationships. Embrace a donor-centric and data-driven approach to identification, cultivation, solicitation, and stewardship of prospects. You will analyze donor psychology and behavior fundamentals to have a better understanding of why people give. Explore the full life cycle of working with donors, including prospect research, how to connect, making the ask, and acknowledging gifts. Gain a full understanding of where each member of the development team fits into the overall development plan and the role each plays in the donor life cycle.

Prerequisite: Must have taken Responsible Fundraising or have comparable experience.

Jeff Grandy

MTTh | Sep 9-19 (meets 6x) | 3-5pm | \$269
Online-UNLVGO and Zoom | 243NP3170 | 1.2 CEUs

Effective Volunteer Management

Unleash the full potential of your nonprofit's volunteer workforce. When you build a positive volunteer culture, you improve the sustainability of your organization. This course will introduce you to tools to effectively set up, manage, maximize, and reward this unique workforce. From recruitment to retention, maintaining a structured and motivated volunteer team will help your nonprofit fulfill its mission.

Brittany Holtzclaw, LMSW

F | Dec 6 | 9am-5pm | \$205
Online-UNLVGO and Zoom | 243NP3152 | 0.7 CEU

Governance, Legal Compliance & Public Disclosure

Protect your organization by understanding legal, financial, and management issues unique to the nonprofit sector. Curriculum content includes nonprofit law; legal rights and obligations of directors, trustees, and officers; tax implications of charitable giving; nonprofit human resource management; supervision of paid and unpaid staff; organizational diversity; and public disclosure requirements to maintain transparency and public trust in your organization.

Scott Emerson

M | Oct 7-Dec 2 (meets 8x) | 6-8pm | \$349
Online-UNLVGO and Zoom | 243NP3149 | 1.6 CEUs
*Class does not meet: Nov 11

Introduction to Planned Giving

Planned gifts are a way for dedicated donors to leave a profound legacy. They are usually arranged during the present but granted through a will or trust once the donor passes away. Learn strategies for prospect identification, building a pipeline, steps for successful cultivation, stewardship, donor acknowledgment, and structuring your planned giving program. By the end of the class, you will be prepared to support and educate donors so they can select the best fit for their long-term plans and legacy.

Jeff Grandy

MW | Sep 30-Oct 2 (meets 2x) | 3-5pm | \$105
Online-UNLVGO and Zoom | 243NP3168 | 0.4 CEU

Introduction to the Nonprofit Sector

Whether you are heading a fledgling nonprofit, have just started a job at a local nonprofit, have accepted a board position, or are investigating the sector for employment or consulting, this introduction will ensure you get off on the right foot. Discover why the sector exists, how nonprofits focus on their responsibilities to the community, and how they measure success in terms of impact delivered rather than stockholder profits.

Scott Emerson

F | Aug 9 | 9am-10:30pm | \$30
Online-Zoom | 242NP3151 | 0.15 CEUs





Language Skills for Professionals

Accent Reduction

ced.unlv.edu/accent-reduction

Accent Reduction for International Professionals I

Take your American English speaking to the next level by focusing on pronouncing vowel sounds. Even if you are proficient in English grammar and vocabulary, a strong regional or foreign accent can lead to misunderstandings and make day to day conversations a challenge. In this class, you will learn and practice techniques to correctly pronounce the sounds of American English, focusing on the vowel sounds. Textbook included in registration fee. Optional: Have a mirror and audio recorder available to use during class.

Katia Abou-Haidar, MAAL
 MW | Sep 23-Oct 9 (meets 6x) | 6-8:30pm | \$289
 UNLV MAB2 Room 157 | 243CX1113 | 1.5 CEUs

Accent Reduction for International Professionals II

Learn and practice the techniques of producing correct consonant sounds when combined with vowels or other challenging consonants. By the end of this session, you will have acquired the rules governing the production of all the consonant sound variations, and you will meet difficult challenges in speech clarity. Textbook included in registration fee. Optional: Have a mirror and audio recorder available to use during class.

Katia Abou-Haidar, MAAL
 MW | Oct 14-30 (meets 6x) | 6-8:30pm | \$289
 UNLV MAB2 Room 157 | 243CX1123 | 1.5 CEUs

Accent Reduction for International Professionals III

Learn the musical aspects of speech, and the mechanics for how to signal stress and pitch. Master stress and pitch patterns for words, sentences, and paragraphs. You will also practice body language and facial expressions that reinforce American intonation, and help add meaning and clarity to your speech. By the end of this session, you will have acquired the rules governing the production of an understandable communication. Textbook included in registration fee. Optional: Have a mirror and audio recorder available to use during class.

Katia Abou-Haidar, MAAL
 MW | Nov 4-25 (meets 6x) | 6-8:30pm | \$289
 UNLV MAB2 Room 157 | 243CX1124 | 1.5 CEUs
 *Class does not meet: Nov 11

Responsible Fundraising

Go way beyond simply asking for donations to your nonprofit organization. Instead, build a broad-based, consistent, strategic fundraising portfolio. Learn to build donor and volunteer relationships, execute effective marketing tools, connect with new and existing supporters through new media, assess your fundraising efforts, advocate for your cause, and set financial priorities.

Continuing Ed Staff
 MW | Sep 9-Oct 2 (meets 8x) | 3-5pm | \$349
 Online-UNLVGO and Zoom | 243NP3130 | 1.4 CEUs

Telling the Stories that Make Donors Give

Stand out to clients, volunteers, donors, potential partners, and the media when you express your nonprofit's unique story in a way that clearly articulates why your work is so important. The story of every nonprofit is about filling a need and solving a problem, but nonprofit leaders need to know how to better call attention to the importance of their organization's goals and mission. There are content development and storytelling techniques specific to nonprofits that can better engage target audiences. Storytelling is also key to effective nonprofit marketing. Come discuss techniques and strategies to translate your mission and vision into compelling content.

Prerequisite: Must have taken Responsible Fundraising or have comparable experience.

Continuing Ed Staff
 WM | Nov 20-Dec 4 (meets 4x) | 3-5pm | \$205
 Online-UNLVGO and Zoom | 243NP3165 | 0.8 CEU
 *Class does not meet: Nov 27

Effective Speaking for International Professionals

Learn to speak effectively with clarity and confidence. This class is tailored to non-native English speakers. You will learn how to organize your content, use non-verbal communication, and voice control to deliver an understandable accent, proper intonation, and better articulation. Practice the techniques of pacing, pausing, and linking for delivering a smoother, clearer, and more concise speech. Improving your speaking skills can boost your self-confidence, and have a positive impact on your professional and social life. Overcome your fear of speaking, and communicate ideas in a coherent and convincing manner. Required Textbook(s): *Speech Communication Made Simple 2, 4th Edition* (ISBN: 9780132861694).

Katia Abou-Haidar, MAAL
 MW | Aug 26-Sep 16 (meets 6x) | 6-8:30pm | \$299
 UNLV MAB2 Room 157 | 242CX1117 | 1.5 CEUs
 *Class does not meet: Sep 2

English as a Second Language (ESL)

ced.unlv.edu/esl

A strong command of English can help you thrive in business, academics, and everyday life. UNLV Continuing Education's English as a Second Language (ESL) courses are tailored to fit your skill level and will help you progress from non-speaker to full fluency. You will learn from qualified, professional instructors at a respected American university and study alongside peers who are determined, eager, and focused on learning academic English skills—primarily grammar, vocabulary, reading, listening, pronunciation, speaking, conversation, and writing. The three ESL levels will help you improve and develop your English skills while learning about American culture and traditions. Moreover, you will finish confident in your ability to communicate and engage with different kinds of people from around the world. Join the series at the Beginning level, or take the Duolingo English Test at englishtest.duolingo.com/ online to see if you qualify to start at a higher level.

English as a Second Language (ESL) Beginning

This course is for beginners with limited English language skills. The classes will build your vocabulary and basic grammar to allow you to develop confidence in speaking and writing in English. Focus on conversational skills, understanding idiomatic expressions, and developing comfort in presenting in English. Required Textbook(s): *Interchange Level 1 Student's Book with Online Self-Study and Online Workbook* (9781316620441).

Prerequisite: No test required. Recommended for those who score 55 or lower on Duolingo English Test. For more information, visit ced.unlv.edu/programs/esl

Patty Ascher-Lewis
 TTh | Sep 10-Oct 29 (meets 15x) | 6-9pm | \$699
 UNLV MAB2 Room 159 | 243LA2125 | 4.5 CEUs

English as a Second Language (ESL) Intermediate

Expand your use of oral English and gain confidence when speaking, reading, and writing in professional and everyday settings. You will read and comprehend passages on common, high interest topics. You will also write short narrative paragraphs using level-appropriate grammar. You will develop proficiency by attentively listening to increasingly complex verbal explanations, conversations, and instructions, then respond with confidence. Required Textbook(s): *Passages Level 1 Student Book* (ISBN: 9781107627055) & *Workbook* (ISBN: 9781107627253).

Prerequisite: ESL Beginning or take Duolingo English Test and score 60-115. For more information, visit ced.unlv.edu/programs/esl

Cecilia P Ordinario, M.Ed.
 Sa | Sep 7-Dec 14 (meets 15x) | 9am-noon | \$699
 Online-UNLVGO and Zoom | 243LA1124 | 4.5 CEUs

English as a Second Language (ESL) Advanced

ESL Advanced will effectively progress learners to full English language proficiency for a professional environment. You will develop advanced reading and listening strategies, enrich the quality and quantity of your vocabulary, improve grammar accuracy, and write well organized essays. You will learn to communicate with sophistication in professional settings, engage in thought-provoking discussions, and polish academic writing, listening, and reading. Required Textbook(s): *Passages Level 2* (ISBN: 9781107627079).

Prerequisite: ESL Intermediate or take Duolingo English Test and score 120-160. For more information, visit ced.unlv.edu/programs/esl

Katia Abou-Haidar, MAAL
 TTh | Oct 8-Nov 26 (meets 15x) | 6-9pm | \$699
 Online-UNLVGO and Zoom | 243LA1126 | 4.5 CEUs

ESL Rocks! Learn English with Music

"Discover English through Music" ESL Rocks! Offers individuals an exciting pathway to language proficiency. Immerse yourself in the rhythm of language. Through Interactive activities enhance listening skills, expand vocabulary, and refine pronunciation in a fun, family friendly environment. Activities are tailored for all ages. Embark on an entertaining journey towards English proficiency.

Patty Ascher-Lewis
M | Sep 16-Oct 21 (meets 6x) | 9am-noon | \$259
UNLV MAB2 Room 159 | 243LA1150

Legal Interpretation: Spanish Certificate Program

ced.unlv.edu/legal-interpretation

The Legal Interpretation: Spanish Certificate Program trains bilingual students for the profession of certified court interpreter, a profession much in demand given the linguistic diversity of the state of Nevada. This unique program can also prepare qualified students for a career as a certified interpreter for any industry that needs to serve individuals with limited English skills, including government agencies, corporations, hospitals and telecoms. Bilingual persons already employed in another capacity can increase their skills and their remuneration with this formal interpreting certification. Visit ced.unlv.edu/legal-interpretation or call 702-895-3394 for more information.

PREREQUISITE: Students must have at least a high school diploma, GED, or equivalent. Students must provide proof of proficiency in both English and Spanish at least three business days prior to starting program coursework. Please plan ahead. Options for proof of proficiency are listed on the program website, ced.unlv.edu/legal-interpretation.

PROGRAM REQUIREMENTS: To earn the Legal Interpretation: Spanish Certificate you must successfully complete six required core courses.

CORE COURSES:

- Introduction to Legal Interpreting
- Legal Sight Translation
- Legal Consecutive Interpreting I
- Legal Simultaneous Interpreting I
- Legal Consecutive Interpreting II
- Legal Simultaneous Interpreting II

Introduction to Legal Interpreting

Legal interpreting is a complex process that requires specialized training in: interpreting techniques (sight translation, consecutive interpreting and simultaneous interpreting), legal language, and the legal system. In this class, you will receive a thorough introduction into the American court system; you will learn legal terminology, court proceedings, and the ethics of court interpreting. This course is approved for 12 CE credits with the Supreme Court of Nevada: Administrative Office of the Courts (AOC). Required Textbook(s): *The Bilingual Courtroom* (ISBN: 9780226043784).

Prerequisite: Must provide proof of proficiency in both English and Spanish at least three business days prior to starting program coursework.

Cristina Sanchez
T | Sep 3-24 (meets 4x) | 6-9pm | \$339
Online-UNLVGO and Zoom | 243LA1131 | 1.2 CEUs

Legal Consecutive Interpreting I

Prepare to take the Certified Court Interpreter test by studying and practicing the basic strategies utilized while interpreting in the consecutive mode. In consecutive interpretation, the interpreter listens to an oral statement in a source language and then renders it in the target language. This course will focus on skills critical to consecutive interpretation, including techniques to improve memorization, note taking, and recalling lengthy segments of verbal utterances. Interpreters must be able to mentally interpret the statement, normalize the segment, and render it in the target language in its entirety while maintaining the same register and staying in compliance with the Code of Ethics for Certified Court Interpreters. This course is approved for 12 CE credits with the Supreme Court of Nevada: Administrative Office of the Courts (AOC). Required Textbook(s): *ACEBO-Edge 21: Consecutive Interpreting* (ISBN: 9781880594377).

Prerequisite: Introduction to Legal Interpreting or have similar working knowledge and experience. Must provide proof of proficiency in both English and Spanish at least three business days prior to starting program coursework.

Cristina Sanchez
T | Nov 12-Dec 3 (meets 4x) | 6-9pm | \$339
Online-UNLVGO and Zoom | 243LA1135 | 1.2 CEUs

Legal Sight Translation

Sight translation is frequently used in the legal environment, for example, when reading a witness statement or a court order. It is normally the first step before learning the techniques of simultaneous interpreting. You will receive an introduction to the three most common legal interpreting modes (consecutive interpreting, simultaneous interpreting, and sight translation), learn the techniques to be able to sight translate, and be able to practice those techniques using real documents. This course is approved for 12 CE credits with the Supreme Court of Nevada: Administrative Office of the Courts (AOC). Required Textbook(s): *Edge 21: Sight Translation* (ISBN: 9781880594414).

Prerequisite: Introduction to Legal Interpreting or have similar working knowledge and experience. Must provide proof of proficiency in both English and Spanish at least three business days prior to starting program coursework.

Cristina Sanchez

T | Oct 8-29 (meets 4x) | 6-9pm | \$339

Online-UNLVGO and Zoom | 243LA1132 | 1.2 CEUs

Medical Interpretation: Spanish Certificate Program

ced.unlv.edu/medical-interpretation

The Medical Interpretation: Spanish certificate program equips bilingual individuals with the necessary skills for pursuing careers in medical interpretation and translation. Emphasis is placed on applied learning, ensuring students are well-prepared to navigate the complexities of interpretation effectively. They will learn the crucial role of a medical interpreter and understand the responsibilities associated with it. The program focuses on medical terminology and its context, allowing students to grasp the specific language used in the healthcare field accurately. Through various courses, students will develop their interpretation skills, enhancing their ability to facilitate communication between medical professionals and patients with limited English proficiency.

To be eligible for the program, students must possess at least a high school diploma, GED, or its equivalent. Additionally, they are required to demonstrate proficiency in both English and Spanish, which should be verified at least three business days before starting the coursework.

The curriculum comprises four core courses, covering Introduction to Medical Interpreting, Medical Terminology & Specialties I and II, and Medical Interpreting Skills Development. Successful completion of these courses and the comprehensive final exam will lead to earning the Medical Interpretation: Spanish Certificate.

To apply or obtain further information, interested individuals can visit ced.unlv.edu/medical-interpretation or contact 702-895-3394.

Medical Interpretation: Spanish Certificate Program Information Session

If you are fluent in both English and Spanish, you may be interested in a rewarding career as a Medical Interpreter. By bridging the gap between physicians and non-English speaking patients and their families, medical interpreters provide a vital service for the healthcare community. Attend our free information session to learn about the Medical Interpretation: Spanish Certificate Program and the foundational knowledge and skills it provides to ensure you can start a successful career. Instructors will be available to explain the program and answer any questions you may have.

David Loaiza-Funk, MHS, CMI/CHI, CLSSBB

W | Nov 13 | 6-7pm | No charge

Online-Zoom | 243LA1170

Life & Leisure

Arts & Crafts

ced.unlv.edu/arts-crafts

There is great satisfaction in seeing an internal creative vision become a reality. In our wide variety of arts and crafts classes, that reality can take the form of painting, drawing, woodworking, sewing, papercrafts, mixed media, and more. Classes are taught by experienced artists, designers, and art educators, many of whom exhibit and sell their work locally or nationally. These classes engage both beginning and advanced students technically and creatively.

Acrylics I

Acrylic paints share some similarities with both watercolor and oil painting, yet they also offer their own beautiful and unique characteristics. Course will cover brush and non-brush work, color mixing, transparent and opaque application, textural or collage options, composition, creative aids, simple special effects, and critiques. Supply list will be provided.

Regina Yenser

Sa | Sep 7-Oct 5 (meets 5x) | 1:30-4:30pm | \$159

UNLV MAB2 Room 155 | 243AR1121

Acrylics II

Explore more sophisticated possibilities by painting with acrylics on layered, textured, and collaged surfaces. Learn how to build paintings even if you do not draw well. Investigate traditional oil techniques translated for acrylics. Your instructor will introduce you to varied subject matter including landscapes, animals, architecture and abstract. Supply list will be provided.

Janice Schaeffer

Sa | Oct 12-Nov 9 (meets 5x) | 1:30-4:30pm | \$159

UNLV MAB2 Room 155 | 243AR1100



ART For Families

ART For Families prioritizes both high-quality instruction and fostering community engagement through a rich variety of projects, ensuring a perfect mix of learning and enjoyment. Across five distinctive classes, participants delve into key areas of artistic exploration: Color Theory, Texture, Light & Shadow, Collage, and Abstract/Composition. Color Theory deepens understanding of the color wheel and harmony, while Texture unlocks techniques for adding tactile appeal. Light & Shadow hones skills in utilizing light sources effectively. Collage sparks creativity through the art of material fusion. Finally, Abstract/Composition inspires inventive experimentation with form and color, promising an enriching and enjoyable artistic journey for all involved. This course is for children and adults 9+ with an interest in learning basic art techniques. Supply list will be provided.

Sylvia Aldebol-Valentin

Sa | Nov 16-Dec 28 (meets 5x) | 1:30-4:30pm | \$159

UNLV MAB2 Room 155 | 243AR1205

*Class does not meet: Nov 30, Dec 7

Drawing I

Drawing is a useful foundation for all your other art, but it is also an art form unto itself. Focusing on a technique called "relative proportioning," gain experience using tools, tricks, and gimmicks to convincingly draw still lifes, landscapes, and animals. Each class session will cover new techniques and then allow time for guided practice. Students will explore different kinds of pencils, charcoals, pens, and artist's chalks along with the surfaces best suited to each media. Strategies for observation, composition, and perspective will be covered. Supply list will be provided.

Gabbie Hirsch

Sa | Sep 7-Oct 5 (meets 5x) | 9am-noon | \$159

UNLV MAB2 Room 155 | 243AR1130

Drawing II

Apply your freehand skills to more complex projects as you study and practice techniques for bringing realism to drawing in real time and space. Topics of study include fabric, perspective, glass, metal, and reflections. Instruction also covers basic human anatomy and proportions. Assignments will utilize three-dimensional set ups, as well as reference photos. Supply list will be provided.

Gabbie Hirsch

Sa | Oct 12-Nov 9 (meets 5x) | 9am-noon | \$159

UNLV MAB2 Room 155 | 243AR1134

Face First: Introduction to Portraits

Explore freehand portraiture through simple exercises and explanations of proportions, anatomy, angles, and how to individualize features. Drawing experience is helpful, but not essential if you are motivated. This class is an excellent foundation for paint or pastels. Supply list will be provided.

Gabbie Hirsch

Sa | Nov 16-Dec 21 (meets 5x) | 9am-12:30pm | \$159

UNLV MAB2 Room 155 | 243AR1132

*Class does not meet: Nov 30

Impressionism, Expressionism & Abstracts

Create dynamic works of art in acrylic. You will analyze and interpret different aims of painting, from conception and idea, to subject, color, and technique. Receive personal feedback based on your personal artistic goals. Supply list will be provided.

Prerequisite: No previous experience required.

Judith (Judi) Moreo

W | Sep 4-Oct 2 (meets 5x) | 1:30-4:30pm | \$159

UNLV MAB2 Room 159 | 243AR1199

Introduction to Print on Demand (Clothing, Wall Art & Goods)

Print on Demand (POD) is the process of printing your digital designs as the orders come in, rather than stockpiling large amounts of pre-printed materials. POD allows printing in small quantities and reduces waste from unsold products. Thousands of designers, entrepreneurs, and side hustlers are selling everything from books, clothing, household items, jewelry, and more using print on demand as their business model. But how does POD work? How much does it cost? What do you need to get started? Where do you sell your products? All these questions and more will be answered in this course.

John Larson

Th | Oct 17-31 (meets 3x) | 6-8pm | \$115

Online-UNLVGO and Zoom | 243WM8180 | 0.6 CEU

Introduction to Wildlife Painting (In Acrylic)

Experience the excitement of watching wildlife come to life on canvas as you dive into techniques specific to painting animals in acrylic. A quality wildlife painting captures a rich variety of textures such as fur, scales, and feathers. It also conveys movement and musculature. Creating a strong composition of the animal's environment is as important as the animal itself; discuss how to add mood, feeling, and action to your work through composition. You will apply the basics of value, form, color, and texture to create an accurate representation of the animal of your choosing. Supply list will be provided.

Prerequisite: No previous experience is necessary

Judith (Judi) Moreo

W | Oct 9-Nov 6 (meets 5x) | 6-9pm | \$159

UNLV MAB2 Room 155 | 243AR1145

Sequential Art I (The Graphic Novel)

Focus on the process of creating a paneled structured story (graphic novels, comic books, and manga). Working with a script, students will study visual storytelling, panel structure, emotive drawing, and continuity. Students will be instructed in creating a five page graphic story, by scripting, creating thumbnails and roughing out the five page sequence. For the final, students will choose one of the five pages and follow it throughout the drawing, inking and coloring process to produce a ready for print page. The class will also cover preparing and exporting a graphic story for print. David Dace is a professional educator and freelance artist with over 20 years experience in traditional and digital illustration. He specializes in sequential art and story based illustration, with extensive experience in design, layout, logo, and package designs.

Prerequisite: Introduction to Sequential Art recommended.

David Dace

Th | Oct 17-Nov 21 (meets 6x) | 6-9pm | \$319

Online-UNLVGO and Zoom | 243WM8184 | 1.8 CEUs

Sewing from a Pattern

Feel confident creating new projects from a pattern. Understand how to follow the process of assembling a simple garment or craft item from a pattern. This class features an informational packet covering all aspects of working with 3 types of sewing patterns, created by Mary Ann Racheau, Las Vegas costume and fashion designer and Master Sewing Educator. Must have access to a sewing machine and basic sewing supplies to participate in class. Additional materials will be discussed on the first day of class.

Prerequisite: Skill Level: Beginner. This student is unfamiliar with sewing terms, supplies and notions and basic sewing techniques. The student has very little or no experience in using a sewing machine. Basic machine knowledge: winding a bobbin, threading the machine; changing feet, tension settings and stitch settings. The student also has little or no knowledge about fabric, grain or selvage, pattern direction, thread, scissors, needles, pins and taking proper measurements.

Mary Ann Racheau

Sa | Sep 7-28 (meets 4x) | 9am-noon | \$199

Online-Zoom | 243FD7106

Watercolors I

Embrace watercolors' luminosity and versatility as an art medium. Start from scratch discussing materials, tools, techniques, color, composition, creative aids, and simple special effects. At each class instructional time is followed by studio time, where you will transfer techniques and theories onto paper. Prior experience is not required. Supply list will be provided.

Gabbie Hirsch

M | Sep 9-Oct 7 (meets 5x) | 6-9pm | \$159

UNLV MAB2 Room 155 | 243AR1140

Watercolors II

Continue your experimentation with watercolor as you gain experience with shadows and lighting, water, reflective and transparent surfaces, and different types of perspective. You will explore opaque watercolors and mixed media options. Build on the skills you learned in Watercolors I or expand on your prior experience in art. Supply list will be provided.

Prerequisite: Students must have taken a previous Watercolors class or have comparable experience.

Gabbie Hirsch

M | Oct 14-Nov 18 (meets 5x) | 6-9pm | \$159

UNLV MAB2 Room 155 | 243AR1141

*Class does not meet: Nov 11

Cannabis Certificate Programs

ced.unlv.edu/cannabis-certificate

There is an increasingly competitive job market for cannabis industry employees. Certified training can help distinguish you as a candidate. Whether you seek a position in retail or simply a strong foundation to prepare you to work within the industry in an ancillary way let us help broaden and certify your knowledge with online courses offered in conjunction with The Academy of Cannabis Science, a recognized leader in their field.

Cannabis Budtender Certificate

The Cannabis Budtender Certificate combines the Cannabis Professional and Customer Service for Cannabis Retail from the Academy of Cannabis Science. It offers important factual knowledge to work with cannabis as a store employee, manager, or one of the many positions within the retail space. You will explore the history and folklore of cannabis, the plant's anatomy, cannabinoid science, customer service in the cannabis industry, retail operation basics, as well as the law and current regulations. Retail marijuana employees can incorporate this information to better serve both medical and "recreational" adult customers, and become advocates for responsible ongoing customer education.

Prerequisite: Must be at least 21 years old. When you register for this class, you are attesting that you meet the age requirement and acknowledge that you may be required to provide proof at some point during the course. You will need access to a computer and internet and understand how to navigate a learning management system.

John Reckling

Sep 16-Oct 23 | \$249

Online Delivery | 243CH1106 | 1 CEU



Nevada Medical Cannabis Consultant Certificate

When cannabis professionals are well informed about the science, history, and policy of their industry, everyone benefits. This certificate elevates the knowledge of cannabis industry employees so they can answer customer questions with confidence and competence. Nevada Medical Cannabis Consultant will prepare retail cannabis employees to serve qualified medical cannabis customers as well as non-patient adult use customers safely and effectively. Curriculum covers Nevada state cannabis laws and regulations germane to medical cannabis (MMJ); qualifying conditions and possible medical cannabis applications; risks of use, misuse, and abuse; safe handling; ethics; and customer privacy. You will become well versed in the legal boundaries of retail cannabis roles and responsibilities. You will also study Cannabis Strain Science to better understand product labeling, discuss how strains are developed and evaluated, and address the problem of relying on cannabis folklore and pseudoscience. Explore what science really tells us about strains and how knowing the difference between marketing hype and chemical make-up is crucial for the professional working with cannabis.

Prerequisite: Must be at least 21 years old. When you register for this class, you are attesting that you meet the age requirement and acknowledge that you may be required to provide proof at some point during the course. You will need access to a computer and internet and understand how to navigate a learning management system.

John Reckling

Sep 23-Oct 30 | \$499

Online Delivery | 243CH1109 | 2.5 CEUs

Cannabis Classes

ced.unlv.edu/cannabis

Legal cannabis is a quickly growing industry with incredible opportunities for employees, entrepreneurs, and investors. It is also an increasingly competitive market. This series of online courses offered in conjunction with The Academy of Cannabis Science will broaden your knowledge in the field and enhance your understanding of this evolving industry.

PROGRAM REQUIREMENTS: Must be at least 21 years old. When you register for this class, you are attesting that you meet the age requirement and acknowledge that you may be required to provide proof at some point during the course. You will need access to a computer and internet and understand how to navigate a learning management system.

Cannabis Professional

Prepare to work with cannabis as one of the many positions within the industry. Discuss history and folklore of this plant, its anatomy, cannabinoid science, development of the cannabis industry, as well as discussions about the law and current regulations. This is a self-paced, six-module online course. Each module concludes with an assessment. You can anticipate the course taking four to eight hours to complete. You can register for this course any time between the listed start date and five business days prior to the end date. You will receive your online access one week prior to the start date. Live question and answer sessions will be available and scheduled.

Prerequisite: Must be at least 21 years old. When you register for this class, you are attesting that you meet the age requirement and acknowledge that you may be required to provide proof at some point during the course. You will need access to a computer and internet and understand how to navigate a learning management system.

John Reckling
Sep 16-Oct 23 | \$99
Online Delivery | 243CH1100A | 0.4 CEU

Nov 4-Dec 16 | \$99
Online Delivery | 243CH1100B | 0.4 CEU

Cannabis Professional: Spanish (El Profesional de Cannabis)

Prepárese para trabajar con el cannabis como una de las muchas posiciones dentro de la industria. Analice la historia y el folclore de esta planta, su anatomía, la ciencia de los cannabinoides, el desarrollo de la industria del cannabis, así como las discusiones sobre la ley y la normativa vigente. Este es un curso en línea de seis módulos a su propio ritmo. Cada módulo concluye con una evaluación. Puede anticipar que el curso tardará entre cuatro y ocho horas en completarse. Puede registrarse en este curso en cualquier momento entre la fecha de inicio indicada y cinco días hábiles antes de la fecha de finalización. Únase a nosotros también para la sesión del sábado, un chat en vivo durante la primera y tercera semana de cada mes para discusiones animadas con líderes de la industria.

All instruction and support materials are in Spanish for this course section. An English version is also available.

Prerequisite: Debe tener al menos 21 años de edad. Cuando se inscribe en esta clase, está dando fe de que cumple con el requisito de edad y reconoce que es posible que se le solicite que proporcione una prueba en algún momento durante el curso. Necesitará acceso a una computadora y el Internet y comprender cómo navegar por un sistema de gestión de aprendizaje.

John Reckling
Sep 16-Oct 23 | \$99
Online Delivery | 243CH1104 | 0.4 CEU

Cooking with Cannabis

Effectively use cannabis in your cooking! This course is intended to empower someone of any cooking skill level to learn to process cannabis in their kitchen to enjoy and benefit from cannabinoid-infused food and drinks. Although a wide variety of edibles exist in the legal cannabis marketplace, they are often filled with sugar, artificial flavorings, dyes, and other substandard food processing ingredients and practices. They also typically only contain one or two isolated cannabis compounds such as THC and CBD. This course will help individuals to learn to extract active ingredients from the whole plant, making use of all that nature has made available, and then incorporate extracts into appetizers, entrees, desserts, beverages, and condiments.

Prerequisite: Must be at least 21 years old. When you register for this class, you are attesting that you meet the age requirement and acknowledge that you may be required to provide proof at some point during the course. You will need access to a computer and internet and understand how to navigate a learning management system.

John Reckling
Sep 16-Oct 23 | \$99
Online Delivery | 243CH1107

Growing Cannabis at Home

A growing list of states now allow adults 21 and over and patients with a valid recommendation from their healthcare professional to grow cannabis at home. If you are legally allowed to grow at home, this science-based course will help you begin your path to garden mastery and improve the cleanliness of your crop. Understand the best practices around setting up, maintaining, and harvesting your own crop of cannabis. Examine selecting clone cultivars and seed varieties, setting up the ideal growing environment, harvesting, curing and storage. This course would be highly beneficial for any medical cannabis patients or official caregivers who are interested in establishing their own cannabis garden at home.

Prerequisite: Must be at least 21 years old. When you register for this class, you are attesting that you meet the age requirement and acknowledge that you may be required to provide proof at some point during the course. You will need access to a computer and internet and understand how to navigate a learning management system.

John Reckling
Sep 16-Oct 23 | \$189
Online Delivery | 243CH1108

Pets & Cannabis

Join veterinarian Dr. Tim Shu and RVT Kate Scott for this instructive course that will help you better understand the options that cannabis may offer to help alleviate conditions experienced by pets without side effects caused by some other medicines. Dr. Shu has studied how pets may benefit from cannabis. He has successfully helped to treat dogs, cats, horses, rabbits and more. You can anticipate the course taking approximately three hours to complete. You can register for this course any time between the listed start date and five business days prior to the end date. You will receive your online access one week prior to the start date. Live question and answer sessions will be available and scheduled.

Prerequisite: Must be at least 21 years old. When you register for this class, you are attesting that you meet the age requirement and acknowledge that you may be required to provide proof at some point during the course. You will need access to a computer and internet and understand how to navigate a learning management system.

John Reckling
Sep 16-Oct 23 | \$99
Online Delivery | 243CH1102 | 0.3 CEU



Dance

ced.unlv.edu/dance

UNLV's Department of Dance offers a broad spectrum of its non-major classes to community members through Continuing Education. This university collaboration provides a non-credit option for individuals who want to explore movement as a path to better body awareness, strength, flexibility, musicality, and cultural awareness. No prior dance training is required. These courses are perfect for individuals looking to explore dance and creative movement in a non-credit format.

Ballroom Dancing

Ballroom Dancing will provide students an introduction in beginner or bronze level patterns which include the Waltz, Fox Trot, Tango, Cha Cha, Rumba, East Coast Swing and Mambo. The class also provides students with instruction in proper competitive technique of ballroom dance. Students may also enroll for university credit in PEX 189.

UNLV Department of Dance, Gail Michel-Parsons, PEX Department
T | Aug 27-Dec 3 (meets 15x) | 5:30-7:15pm | \$269
McDermott Physical Education Complex (MPE)
South Gym Room 300 | 242DN2108

Fashion & Sewing Classes

ced.unlv.edu/fashion-sewing

Become confident in sewing techniques for fun or hobby in a stress free environment. These classes will help you become familiar with your sewing machine, commonly used techniques, and how to bring your creations to life. Our experienced instructors will guide you as you hone your skills and create items for your own enjoyment, or to give away to family and friends.

New!

Cosplay Costume Construction

Cosplay classes are open to everyone of all skill levels. Learn everything that you will need to know to create your favorite cosplay character. You are welcome to bring your costumes to work on. Bring your cosplay ideas to our zoom class, and we'll work together to bring your ideas to life. During this course, students will learn how to sew, learn where to shop for your fabric, create your own sketches and choose the proper pattern for your design and create your own cosplay costumes. Must have access to a sewing machine and basic sewing supplies to participate in class. Additional materials will be discussed on the first day of class.

Prerequisite: Beginner to intermediate knowledge of sewing.

Mary Ann Racheau

Sa | Oct 5-Nov 2 (meets 5x) | 9am-noon | \$219
Online-Zoom | 243FD7109

Sewing from a Pattern

Feel confident creating new projects from a pattern. Understand how to follow the process of assembling a simple garment or craft item from a pattern. This class features an informational packet covering all aspects of working with 3 types of sewing patterns, created by Mary Ann Racheau, Las Vegas costume and fashion designer and Master Sewing Educator. Must have access to a sewing machine and basic sewing supplies to participate in class. Additional materials will be discussed on the first day of class.

Prerequisite: Skill Level: Beginner. This student is unfamiliar with sewing terms, supplies and notions and basic sewing techniques. The student has very little or no experience in using a sewing machine. Basic machine knowledge: winding a bobbin, threading the machine; changing feet, tension settings and stitch settings. The student also has little or no knowledge about fabric, grain or selvage, pattern direction, thread, scissors, needles, pins and taking proper measurements.

Mary Ann Racheau

Sa | Sep 7-28 (meets 4x) | 9am-noon | \$199
Online-Zoom | 243FD7106

Technical Design for Fashion-Level 1

Begin mastering the technical knowledge and skills necessary to use technical drawing software such as Adobe Photoshop and Illustrator to create accurate and detailed garment specifications. By the end of the course, you will be able to use technical drawing software to create garment specifications; understand the principles of pattern-making and grading; and communicate effectively with manufacturers and production teams. Laura LaFrance is a fashion designer and educator with experience in computer fashion design, corporate apparel design, uniform design, and technical drawing. She has a Bachelor of science in fashion design and a Master of arts in design & media management.

Laura LaFrance

Sa | Aug 3-Nov 16 (meets 16x) | 10am-3pm | \$1,199
UNLV MAB2 Room 160 | 242FD2165 | 8 CEUs

Fashion Design Certificate Program

ced.unlv.edu/fashion

Step into a rewarding career as a fashion designer, illustrator, seamstress, merchandiser, model, photographer, or costume maker. You will learn about both the creative and technical sides of the fashion industry through hands-on activities, demonstrations, special events, and field trips. Fashion Design students also participate in fashion shows, award competitions, and networking opportunities. This program is offered in conjunction with Nevada Association of Fashion Design (NAFD). Courses may be taken individually to expand your skill set.

PROGRAM REQUIREMENTS: To earn the Fashion Design Certificate you must successfully complete five core courses plus an additional 4.8 CEUs of elective courses. (Students who started their certificate program prior to Fall 2020 and completed Basic Sewing instead of Sewing: The Stitch Room will need to complete 7.2 CEUs of electives.)

CORE COURSES:

- Sewing: The Stitch Room
- Dressmaker Studio
- Fashion Design: Elements & Principles
- Fashion Illustration & Design
- Patternmaking

ELECTIVE COURSE OPTIONS: Offerings vary by semester. Visit ced.unlv.edu/fashion for a complete list of elective options and more details about this program.

Dressmaker Studio

Achieve a unique look and perfectly tailored fit for women's clothing by working from a custom pattern. Designers will take a hands-on approach to high-end style and more advanced sewing technique by taking their project from inspiration all the way to a fabulous one-of-a-kind fitted garment. Learn about seams, darts, pleats, grading, lining, interfacings, stiffening, buttonholes, fibers, and fabrics; each will affect how your finished garment fits and drapes. Projects: Design and draft a custom-fitted dressmaker's pattern. Use your pattern to create a fashionable tailored garment. Sewing machine and basic supplies will be provided for in class use. Additional required materials will be discussed on first day of class.

Prerequisite: Must have previous sewing/machine skills.

Gretchen Marshall, Nevada Association of Fashion Design
SaSu | Nov 9-23 (meets 5x) | 9am-2:25pm | \$389
UNLV MAB2 Room 153 | 243FD2161 | 3.2 CEUs

Fashion Costume Construction

Las Vegas is known as the entertainment capital of the world, also known for its high-end fashions, uniforms, costumes, and showroom designs. This basic introduction class will cover topics of the costumier, costume, and construction, with focus on the 50's era. Learn about costume designing for stage, theater, and film. Students work on weekly projects to develop their skills in color, proportion, history, and character. Learn to apply knowledge of costume fabric, coordinating color and texture, while monitoring quality, size and fit, altering, and sewing for costume designing. Learn about how costume design uses the texture, color, style, and other properties of clothing to express aspects of the costume designer. This class places an emphasis on the knowledge and use of both historical and current pattern cutting, construction, and finishing techniques. Costume designers focus mainly on making costume designing for entertainment, theatrical plays, productions, and events. Project: 50's era costume design. Sewing machine and basic supplies will be provided for in class use. Additional required materials will be discussed on first day of class.

Prerequisite: Must have previous sewing/machine skills.

Maria Bruce, Nevada Association of Fashion Design
SaSu | Nov 30-Dec 14 (meets 5x) | 9am-2:40pm | \$599
UNLV MAB2 Room 153 | 243FD2123 | 2.8 CEUs

Fashion Design: Elements & Principles

Create exhilarating apparel lines by combining different body silhouettes, colors, details, and trimmings. Explore the exciting fashion design industry as you study design principles, fashion history, and current trends. Projects, topics, and demonstrations will include analysis of garment design, fashion illustration templates, and several dress form draping techniques used in garment construction. Ebook of reference materials will be provided. Additional required materials will be discussed on the first day of the class

Prerequisite: Must have previous sewing machine experience is NOT needed or required.

Gloria (Gigi) Pontejos-Morris, Nevada Association of Fashion Design
MT | Aug 19-Sep 16 (meets 8x) | 5:30-9:30pm | \$399
UNLV MAB2 Room 153 | 242FD2101 | 3.2 CEUs
*Class does not meet: Sep 2

Patternmaking: Introduction

Patternmaking is an essential aspect of the complete fashion design process. Learn the techniques of patternmaking to create patterns that will then be used to cut fabric and ultimately be sewn into garments. Develop the skills necessary for drafting flat patterns/slopers through standard or individual measurements. Using graph drafting paper, you will learn to draft a bodice, sleeve, pant and skirt. You will learn the comparisons and grading information between the commercial retail pattern vs. the fitted flat pattern. Practice taking proper body measurements and applying to alterations/grading for fitted patterns. You will construct muslin fitted and sewn samples utilizing dress forms and sewing/serger machines. Projects include drafted and muslin patterns: 1. Bodice 2. Sleeve (drafted or graded commercial use) 3. Pant 4. Skirt. Sewing machine and basic supplies will be provided for in class use. Additional required materials will be discussed on first day of class.

Prerequisite: Must have previous sewing/machine skills.

Gretchen Marshall, Nevada Association of Fashion Design
SaSu | Oct 12-Nov 3 (meets 8x) | 9am-2pm | \$599
UNLV MAB2 Room 153 | 243FD2105 | 4 CEUs



What our students are saying:

The course was so much fun and lovely. A good way to learn and connect with new people.

Learned so much and am proud of what I was able to create.”

Dressmaker Studio

Sewing: The Stitch Room

Begin your clothing design and construction education with a hands-on introduction to the design process, garment construction, master patterns, and material/notion options. Instruction starts with the very basics-setting up and operating both a sewing machine and a serger. You will practice taking proper body measurements and learn to read and use master patterns, including size variations and making alterations for a proper fit. You will learn about fashion fabrics, stretch fabrics, fibers, threads, sewing materials, and embellishments so you can make informed purchases for future projects. Expect to learn by doing; you will gain experience with buttonholes, zippers, velcro, shoulder pads, interfacing, waistlines, fabrics, and embellishments as you take a top, pants, stretch skirt, zippered skirt, and Dolman jacket from start to finish. This class is for the fashion-oriented person or individuals who sew for personal enjoyment. Instructor will provide supply recommendations. Projects: Design and create stretch top, pant, and skirt, plus a zippered skirt and Dolman jacket. Sewing machine and basic supplies will be provided for in class use. Additional required materials will be discussed on first day of class.

Samantha Jepson, Nevada Association of Fashion Design
SaSu | Sep 7-Oct 6 (meets 10x) | 10am-3:15pm | \$799
UNLV MAB2 Room 153 | 243FD2144 | 5.4 CEUs

Food & Beverage

ced.unlv.edu/food-beverage

Whether you want to understand and savor the intricacies of food and wine, explore new and unique ingredients, take a tour of the world through your senses, or impress your friends at the dinner table—our expert led courses will have you thinking of food and drinks in fresh and stirring ways.

Tour of Italy

Chef Jourdan-Cha'Taun's experience and guise spans culinary genres and encompasses a multitude of flavors that have garnered her the reputation of "Taking taste buds around the world, one bite at a time." She continues to gain a reputation as a fearless innovator pushing the culinary envelope by creating endless organic fusions. With over 20 years of wide-ranging experience working in the food service industry. Chef Jourdan is trained in international cooking styles such as Thai, Cajun, Soul Food, Vegetarian and more. Come join Chef Jourdan in this live cooking session and learn how to make fresh hand cut lemon pepper pasta and roasted red bell pepper marinara. <https://jourdanchataun.com/>

Jourdan-Cha'Taun
Th | Sep 12 | 6-7:30pm | \$125
Online-Zoom | 243HA1220A

T | Oct 8 | 6-7:30pm | \$125
Online-Zoom | 243HA1220B

Foreign Languages

ced.unlv.edu/foreign-languages

Beginning French I & French II

The Beginning French series comprises two courses, Beginning French I and Beginning French II, tailored to equip learners with essential conversational skills and vocabulary for travel and social interactions in French. Beginning French I focuses on foundational topics. This course provides a solid introduction to the language emphasizing practical language usage and pronunciation. Beginning French II extends these skills by delving into specific scenarios. Both courses prioritize pronunciation and grammar, enhancing overall language proficiency. By combining these two courses, learners can progressively develop their French language skills for more comprehensive communication and travel experiences. Required Textbook(s): *Ultimate French, Beginner-Intermediate* (ISBN: 9781400009633).

Pascale Tessier
Sa | Sep 7-Nov 23 (meets 10x) | 9:30-11:30am | \$219
UNLV MAB2 Room 157 | 243LA1115
*Class does not meet: Oct 26, Nov 9

Beginning French III

The Beginning French series focuses on conversation skills and vocabulary useful for travel and social interaction. Pronunciation and grammar will be highlighted through dialogues. Beginning French III covers: everyday life and habits; at work; in a department store; the telephone; at the bank; the market and shopping for food; housing and looking for an apartment; and at the hotel. Required Textbook(s): *Ultimate French, Beginner-Intermediate* (ISBN: 9781400009633).

Pascale Tessier
Sa | Sep 7-Nov 23 (meets 10x) | noon-2pm | \$219
UNLV MAB2 Room 157 | 243LA1117
*Class does not meet: Oct 26, Nov 9

Beginning German I

The Beginning German course focuses on conversation skills and vocabulary useful for travel and social interaction. It will include the study of basic grammar for an understanding and appreciation of the language structure. Required Textbook(s): *Willkommen! 1 (Third edition) German Beginner's course Paperback* (ISBN-13 978-1473672659).

Manuela Carrescia
T | Sep 10-Oct 29 (meets 8x) | 6-8pm | \$219
UNLV MAB2 Room 138 | 243LA1145

Beginning Italian I

Communicate better with the Italian speaking people in your life or prepare for a more enjoyable trip to Italy. This class will include basic language structure, correct pronunciation, and vocabulary for simple phrases and sentences. Required Textbook(s): *The New Italian Project: 1A-W/CD+DVD Paperback* (ISBN: 978-8899358846).

Manuela Carrescia
M | Sep 9-Oct 28 (meets 8x) | 6-8pm | \$219
UNLV MAB2 Room 161 | 243LA1106

Music

ced.unlv.edu/music

It's never too late to learn an instrument or re-engage in music! Learn ukelele, guitar, and other instruments through our group music lessons. Or, join one of UNLV's dynamic music ensembles. You can resurrect old skills and meet new friends at the same time. Music ensembles include Las Vegas Flute Ensemble, High Desert Horns, UNLV Community Concert Band, UNLV New Horizons Band, and University Chorale. If you are a musician plus a Rebel sports fan, both University Marching Band and University Basketball Pep Band are open to community members.

New!

Bass Guitar

Pull your rarely used acoustic or electric bass guitar out of the closet and learn to outline basic chords and play beginning songs. Build a foundation of bass guitar fundamentals including tuning your instrument, reading charts and crafting bass lines. At the end of this class, students will be able to play simple bass lines on the electric bass guitar, compose simple bass lines and read basic chord charts on the electric bass guitar. Jesse Del Quadro earned a bachelor's degree in music/education from UNLV. He has 20+ years of experience teaching guitar, bass, and music theory. Bring a playable guitar (electric or acoustic) and guitar picks to the first day of class.

Jesse Del Quadro
T | Oct 15-Nov 5 (meets 4x) | 5:30-7pm | \$99
UNLV MAB2 Room 158 | 243MU1120

Guitar I

Pull your rarely used acoustic or electric guitar out of the closet and learn to play basic chords and beginning songs. Build a foundation of guitar fundamentals including tuning your instrument, reading charts and playing strumming patterns. Bring a playable guitar (electric or acoustic) and guitar picks to the first day of class.

Jesse Del Quadro
T | Sep 3-Oct 8 (meets 6x) | 7:15-8:45pm | \$129
UNLV MAB2 Room 161 | 243MU1107

Guitar II

Expand your guitar credentials by focusing on bar chords, scales, and improvisation. Guitarists will work on major and minor scales and arpeggios, common bar chords, blues scale patterns, and begin using a capo. These skills allow players to enjoy a great deal of versatility when playing on their own or as part of a group. Bring a playable guitar (electric or acoustic) and guitar picks to the first day of class.

Jesse Del Quadro
T | Oct 15-Nov 5 (meets 4x) | 7:15-8:45pm | \$99
UNLV MAB2 Room 158 | 243MU1116

Ukulele I

Ukuleles are portable, easy to play, and have a bouncy, happy sound we all associate with the beautiful islands of Hawaii! Starting with the very basics of how to hold and tune your instrument, progress through basic chords, strumming techniques, and picking simple melodies. Learn to read tablature and standard notation so you can continue to master new songs on your own. Please bring a playable ukulele.

Jesse Del Quadro
T | Sep 3-Oct 8 (meets 6x) | 5:30-7pm | \$129
UNLV MAB2 Room 161 | 243MU1117

University Basketball Pep Band

Support the UNLV Runnin' Rebel basketball team as a member of the Runnin' Rebel Basketball Pep Band. Attendance is mandatory at scheduled pre-season rehearsals, regular rehearsals, special performances on and off campus, and at UNLV home basketball games. Members in good standing are also eligible for tournament travel, when applicable. For more information contact Tony LaBounty at 702-895-3733 or tony.labounty@unlv.edu. Late registrations accepted.

Tony LaBounty
M | Oct 14-Jan 6 (meets 10x) | 7-9pm | \$39
Lee and Thomas Beam Music Center (BMC) Room 160
243MU1111

*Class does not meet: Dec 23 & 30

University Marching Band

Join the “Star of Nevada” UNLV Marching Band and support the Rebels at home football games throughout the fall. Participation is required in scheduled training camp week, regular rehearsals, special performances on and off campus, and UNLV home football games. Mandatory Training Camp Days: Aug 18-Aug 24 are in addition to course schedule dates. Regular semester rehearsals are held Mondays, 6:30pm to 8:30pm, Thursdays and Fridays, 8:00am to 9:30am. Visit unlvbands.com for training camp and rehearsal details. Experience is preferred but not necessary. This is a non-credit course. For more information, contact director Tony LaBounty at 702-895-3733 or tony.labounty@unlv.edu.

Tony LaBounty
MThF | Aug 18-Dec 13 (meets 45x) | 4:30-8:30pm | \$267.50
Lee and Thomas Beam Music Center (BMC) Room 160
242MU1106
*Class does not meet: Sep 2, Nov 11, Nov 28

UNLV Community Concert Band

Formed in January 1987, the UNLV Community Concert Band is among the oldest community instrumental groups in the Las Vegas area. The 70-plus members range in age from high school to seniors. The band plays a wide variety of music including marches, show and film scores, and classic and contemporary wind arrangements. The UNLV Community Concert Band’s “season” will culminate with a special concert. Contact Tony LaBounty at tony.labounty@unlv.edu for final concert date and details.

Prerequisite: Players should be relatively proficient on their instrument and have at least one year or more of high school playing experience. There is no formal audition procedure.

Tony LaBounty
W | Aug 28-Dec 4 (meets 15x) | 7-9:20pm | \$52
Lee and Thomas Beam Music Center (BMC) Room 160
242MU1102

UNLV New Horizons Band

The UNLV New Horizons Band is part of an international movement to get adults re-involved with music. This musical ensemble places a higher emphasis upon the learning and enjoyment of music above the rigor and pressures of performance. The band’s size allows for individual attention to each performer’s developmental needs. Each semester there is a short, shared concert and opportunities for outreach performances in adult communities. There are no auditions. For final concert date and details, contact Tony LaBounty at 702-895-3733 or by email at tony.labounty@unlv.edu.

Tony LaBounty
T | Aug 27-Dec 3 (meets 15x) | 7-9:20pm | \$39
Lee and Thomas Beam Music Center (BMC) Room 160
242MU1104

Performing Arts

ced.unlv.edu/performing-arts

Whether you are performing in front of a microphone, camera, or live audience; or helping support performers behind the scenes, our specialized training can help build your skills so you feel confident taking center stage.

Introduction to Voiceover Workshop

Find out how the voiceover business really works. Melissa Moats, a 20-year seasoned voiceover veteran shares an in-depth industry overview and answers the most frequently asked questions about the voiceover business. Get an honest idea of what it really takes to become successful in the voiceover industry. This workshop is designed to get you answers-so you can decide if voiceover work is right for you. Topics include: putting a great voice to work; making a living talking into a microphone; is an agent needed to succeed; and finding voiceover gigs. This is a lecture with Q&A and can be attended in studio or online-live.

Melissa Moats
Sa | Sep 28 | 1:30-4:30pm | \$59
The Voice Actors Studio | 243CX4170A

Sa | Nov 16 | 1:30-4:30pm | \$59
The Voice Actors Studio | 243CX4170B

Break Into the World of Voiceover

Voice acting is a growing industry! With affordable audio technology readily available at our fingertips and more opportunities online than ever before, voiceover has become a sought after career choice for many. Explore the broad range of voice acting genres from Animation, TV and Radio Commercials, Video Games, Audiobooks, eLearning, Anime, AI, and more. Learn how to interpret and perform different types of voiceover copy, while experiencing hands-on training and recording in a professional studio. Gain industry knowledge in recording software and home studio set-up, understand the voiceover job market and work-from-home opportunities, and uncover which voiceover genres best suit your voice. This interactive, four week course is positive, supportive and led by Melissa Moats, a full-time, professional voice actor who is immersed in the day-to-day life of voice acting. With audio technology within our reach and more voiceover work available online than ever before, you can now open doors in voice acting no matter where you live.

Melissa Moats
T | Oct 8-29 (meets 4x) | 6:30-9:30pm | \$399
The Voice Actors Studio | 243CX4171A

Th | Dec 5-26 (meets 4x) | 6:30-9:30pm | \$399
The Voice Actors Studio | 243CX4171B

**New!**

Virtual Communications: Best Practices for Organizational Leaders & Managers

How to effectively lead your remote team for your next online meeting or event. In this highly engaging, instructor-led workshop, we will address specific challenges we face in our roles as leaders and explore effective solutions to help navigate the world of virtual communications. Learn why overcoming these challenges and developing new best practices can benefit you, your team, and your entire organization. Through interactive discussions and hands-on real-world scenarios, you will hone practical skills to lead and manage virtual teams with confidence. Topics to delve into may include strategies for developing leadership presence, promoting team collaboration, optimizing virtual meetings, fostering engagement, managing remote performance, and maximizing productivity in virtual environments. In addition, you will also gain insights into a range of topics including leveraging communication tools, delivering impactful presentations, conducting on-camera virtual interviews, and resolving conflicts in virtual settings. By the end of the workshop, you will emerge with an actionable toolkit of best practices and insights, enabling you to lead and manage with confidence and competence in the ever-evolving environment of remote and hybrid work.

Maria Ngo, Ray DuGray
TTh | Oct 1-3 (meets 2x) | 1-4pm | \$329
UNLV MAB2 Room 141 | 243CX1101 | 0.6 CEU

Virtual Leadership: Elevate Your Executive Presence on Video Conferencing Calls

How to look and sound confident on camera for your next online meeting or event. In this highly engaging, instructor-led workshop, we will address some of the challenges organizational leaders and managers face with establishing executive presence during on-camera virtual events. We will explore effective solutions for conveying authority, confidence and enthusiasm on-camera and provide expert advice that will benefit you, your team and your entire organization. Through interactive discussions and hands-on real-world scenarios, you will receive friendly feedback and practical tips on how to be your best authentic self when communicating virtually. In addition, we'll practice how to look, act and sound confident on-camera during video conference calls, virtual meetings and on-camera presentations. Topics for discussion include the 3Vs of communication (Verbal/Vocal/Visual) along with best practices on verbal messaging, voice techniques, body language, gesturing, posture, and wardrobe tips. As a bonus, we'll include tech tips on low-cost cameras, mics, backdrops, lighting devices, and other production accessories. Day 2 meets online where you will implement Day 1 training and receive individual feedback on your virtual presence including visual, verbal, and vocal. By the end of the workshop, you will emerge with an actionable toolkit of best practices and insights, enabling you to elevate your executive presence, lead with authority and make a powerful impression with your audience.

Maria Ngo, Ray DuGray
TTh | Aug 27-29 (meets 2x) | 1-4pm | \$219
UNLV MAB2 Room 141 | 242CX1100 | 0.6 CEU

TTh | Nov 19-21 (meets 2x) | 1-4pm | \$329
Online-Zoom and UNLV MAB2 Room 133 | 243CX1100 | 0.6 CEU

Photography

ced.unlv.edu/photography

Digital Photography Bundle

Register for this course to receive a bundle discount of \$60 for the three-part Digital Photography series.

Digital Photography I: The Essentials

Digital Photography II: Visual Communication

Digital Photography III: Focal Lengths to Filters

You should bring a “DSLR” camera with a manual mode option to class for participation in shooting demonstrations as well as pen and paper for note taking.

Continuing Ed Staff

Sa | Sep 14-Nov 9 (meets 3x) | 9am-3pm | \$345

UNLV MAB2 Room 161 | 243PHBUND

Digital Photography I: Understanding the Basics of Your Camera & Photography

Gain confidence in the various functions and modes of your digital camera. We will cover the basic tenets of camera operations, composition, using the rule of thirds, and other useful tips for capturing great images. A brief discussion of natural lighting and fill flash will help you understand the importance of light. Students should bring a “DSLR” camera with a manual mode option to class for participation in shooting demonstrations as well as pen and paper for note taking.

Marcy Harper

Sa | Sep 14 | 9am-2pm | \$135

UNLV MAB2 Room 161 | 243PH1100

Digital Photography II: Tools, Techniques & Lighting

This course will expand on how to use your camera, create impactful compositions, and set up lighting. The right tools can make all the difference, so we will also cover equipment options and techniques including how lenses work, how to select the right lens for the outcome you are trying to achieve, how to capture the sharpest image possible by utilizing tripods, and how to create a panoramic image from several images. Techniques of subject placement, directional lighting, and portrait lighting will be demonstrated to achieve creative results. Students should bring a “DSLR” camera with a manual mode option to class for participation in shooting demonstrations as well as pen and paper for note taking.

Marcy Harper

Sa | Oct 12 | 9am-2pm | \$135

UNLV MAB2 Room 161 | 243PH1141

Digital Photography III: Headshots to Dramatic Portraits

Portraits range from traditional to dramatic, and this session will introduce techniques to achieve the unique look you envision.

The prime focus is on studio light work, from basic headshots to couples and small families. You will also get practical hands-on experience using strobe lights and modifiers to create dramatic cinematographic images. Students should bring a “DSLR” camera with a manual mode option to class for participation in shooting demonstrations as well as pen and paper for note taking.

Marcy Harper

Sa | Nov 9 | 9am-2pm | \$135

UNLV MAB2 Room 161 | 243PH1125

Adobe Photoshop I

Create, design, and manipulate print-based artwork, web-based graphics, and digital photography with Adobe Photoshop. Students will learn to perform basic tasks in Photoshop, including color correction, retouching, creating composite images, using masks, resizing images, adding text, and creating art from scratch. This course targets advanced beginners who use Photoshop for personal and professional projects and wish to broaden their knowledge and skills in this program. Vernetta Thomas is a professional film and digital photographer who has exhibited her work at numerous venues. She specializes in food photography and street photography. When she’s not capturing genuine moments and telling stories through her images, she enjoys supporting students in their artistic journeys through her fun and inviting classes. Students will need access to Adobe Photoshop. Recommended Textbook(s): *Adobe Photoshop Classroom in a Book* (ISBN: 9780136447993).

Vernetta Thomas

Sa | Oct 19-Nov 23 (meets 6x) | 6-9pm | \$389

Online-UNLVGO and Zoom | 243WM8122B | 1.8 CEUs

Sa | Oct 19-Nov 23 (meets 6x) | 9am-noon | \$389

Online-UNLVGO and Zoom | 243WM8122A | 1.8 CEUs

Adobe Photoshop II

Harness the more powerful elements of Adobe Photoshop to elevate the quality of your photographic and graphic design projects. This course targets intermediate users who wish to broaden their skills and get updates on the latest available features. Explore advanced layer functions and compositing, advanced retouching and masking, and prepare files for both print and web output. Students will need access to Adobe Photoshop. Recommended Textbook(s): *Adobe Photoshop Classroom in a Book* (ISBN: 9780136447993).

Prerequisite: Adobe Photoshop I or comparable experience.

Jessica Kennedy

W | Sep 4-Oct 9 (meets 6x) | 5:30-8:30pm | \$389

Online-UNLVGO and Zoom | 243WM8123 | 1.8 CEUs

Building a Photography Business

Gain a comprehensive understanding of owning, running, and maintaining a photography business. Discussions will cover how to price and negotiate your services, estimates, bids, stock, copyright protection, usage licensing, networking, marketing, and much more vital information. Photo mediums covered will apply to all areas of photography ranging from editorial, wedding, portrait, commercial, fine art, stock, event, etc. No matter your specialization or years of experience, you will find this course useful as you build your business.

Vernetta Thomas

M | Sep 16-Oct 14 (meets 5x) | 6-8pm | \$329

Online-Zoom | 243PH1151

Digital Photography Editing

Explore photo editing techniques in Photoshop, with an emphasis on tools used routinely by photographers for image enhancement, correction, and distribution. Gain experience with layering, color enhancements, cropping/sizing, content aware fill, and white balance adjustments. Learn the difference between working with jpg vs raw image files. Understand the advantages of outputting image files in the various common formats: tiff, gif, jpg, and more. Ideal for photographers new to Photoshop or for those with slight experience who want to know more.

Marcy Harper

T | Oct 1-22 (meets 4x) | 6-9pm | \$299

Online-Zoom | 243PH1156

Sports & Fitness

ced.unlv.edu/sports-fitness

Boxing

Boxing is a high-energy and fun group workout. The instructor will demonstrate each move. This class is a mix of boxing, strength, power, and core work. It will increase your fitness levels while building your strength and confidence and put you on a path toward your goals.

Prerequisite: This is a beginner's level class; however, course participants will be expected to get down onto a mat on the floor and get back up

Mayweather Fitness Certified Instructors

Th | Sep 5-Oct 3 (meets 5x) | 6:30-7:30pm | \$235

Mayweather Boxing + Fitness Spring Valley | 243SF2125A

Th | Oct 24-Nov 21 (meets 5x) | 6:30-7:30pm | \$235

Mayweather Boxing + Fitness Spring Valley | 243SF2125B

Golf for Beginners

Practice the fundamentals of golf, including chipping, putting, woods, irons and rules of the game. Novice players will gain confidence and skills to get out on the links quickly. Equipment will be provided. Please wear only soft spike golf shoes or tennis shoes. Students may also enroll for university credit in PEX 117 for 1 credit.

PEX Department, James Massey

T | Aug 27-Dec 3 (meets 15x) | 4-5:45pm | \$314

Las Vegas Golf Center | 242SF1104A

T | Aug 27-Dec 3 (meets 15x) | 6-7:45pm | \$314

Las Vegas Golf Center | 242SF1104B

Self Defense

This class introduces practical applications of self defense. You will work on coordination, balance, agility, strength, and endurance throughout the semester. Gain situational awareness and skills to help you feel safer in your daily life.

Arlene Mendibles

MW | Aug 26-Dec 4 (meets 28x) | 4-4:50pm | \$279

Henderson Aikido and Online | 242SF1134

In person dates at Henderson Aikido: Aug 26-Sep 4, Nov 18-Dec 4

Live online dates: Sep 9-Nov 13

*Class does not meet: Sep 2, Nov 11

Wellness

ced.unlv.edu/wellness

Basic Life Support Certification

Basic Life Support (BLS) comprises essential emergency measures to sustain life in cardiac arrest, respiratory failure, or other life-threatening situations. It involves recognizing emergencies, administering CPR, and offering basic airway management. Typically performed by trained professionals or bystanders, BLS is crucial until advanced medical care is available.

BLS is essential in events like choking, suffocation, drowning, severe allergic reactions, drug overdose, and trauma. These scenarios demand BLS interventions to restart breathing, revive the heart, and maintain life until professional medical assistance is obtained.

Chad Whetman

F | Sep 6 | 1-4pm | \$80

UNLV MAB2 Room 140 | 243HE1155A

W | Oct 23 | 1-4pm | \$80

UNLV MAB2 Room 140 | 243HE1155B

Sa | Nov 16 | 10am-1pm | \$80

UNLV MAB2 Room 140 | 243HE1155C

Introduction to Trauma-Informed Yoga: 1 Day Bootcamp

Understand the effects that trauma has on your brain, body, and central nervous system while practicing easy somatic techniques that can help heal, alleviate, and prevent your symptoms. You will learn and practice yoga, breathing, and meditation exercises that can be used for self-regulation, nervous system healing, and prevention of stress induced illness. By the end of this class, you will feel confident using the techniques for yourself, or leading others in an individual or group session. Pending approval, this course will provide 7.5 CEUs/ PDUs for Nevada licensed social workers, MFTs, CPCs, educators, and Yoga Teachers registered with Yoga Alliance. Bring your own yoga mat, water, comfortable clothing, a pen, and notebook. Gently used mats are available from instructor in limited supply.

Prerequisite: This is a beginner's level class; however, students will be expected to get down onto a mat on the floor and get back up.

Alexis Wisniewski, Terry Bahr, PhD, CPC
Sa | Aug 17 | 9am-4:05pm | \$229
UNLV MAB2 Room 133 | 242HE1116 | 0.75 CEU

Su | Nov 3 | 9am-4:15pm | \$229
UNLV MAB2 Room 133 | 243HE1116 | 0.75 CEU

Introduction to Trauma-Informed Yoga: 5 Week Series

Understand the effects that trauma has on your brain, body, and central nervous system while practicing easy somatic techniques that can help heal, alleviate, and prevent your symptoms. You will learn and practice yoga, breathing, and meditation exercises that can be used for self-regulation, nervous system healing, and prevention of stress induced illness. By the end of this class, you will feel confident using the techniques for yourself, or leading others in an individual or group session. Pending approval, this course will provide 15 credit hours for Nevada licensed social workers, MFTs, CPCs, educators, and Yoga Teachers registered with Yoga Alliance. Bring your own yoga mat, water, comfortable clothing, a pen, and notebook. Gently used mats are available from instructor in limited supply.

Prerequisite: This is a beginner's level class; however, students will be expected to get down onto a mat on the floor and get back up.

Alexis Wisniewski, Terry Bahr, PhD, CPC
Sa | Oct 26-Nov 23 (meets 5x) | 9am-noon | \$289
UNLV MAB2 Room 133 | 243HE1115 | 1.5 CEUs

Mind + Body Yoga

In this class series, you will learn the fundamentals of alignment and yoga postures through verbal and physical demonstrations. Each pose will prioritize student safety, stability and understanding. This course includes yoga, breathing and meditation exercises that can aid in self-regulation, nervous system healing and stress-induced illness prevention. By the end of the course, you'll be confident in setting intentions to improve physical, mental, spiritual, and social health. Utilizing self-reflection, controlled breathing, deep relaxation, and growth through meditation, you'll achieve better mental, emotional, and physical health, ultimately leading to a better quality of life.

The course will include certified yoga instructors. Wear comfortable clothing that won't limit mobility, bring your own yoga mat, water, towel.

Prerequisite: This is a beginner's level class; however, students will be expected to get down onto a mat on the floor and get back up.

Mayweather Fitness Certified Instructors
F | Sep 6-Oct 4 (meets 5x) | 7:30-8:30pm | \$235
Mayweather Boxing + Fitness Spring Valley | 243SF1145A

F | Oct 25-Nov 22 (meets 5x) | 7:30-8:30pm | \$235
Mayweather Boxing + Fitness Spring Valley | 243SF1145B



Academic Preparation

Institute of Reading Development Reading Enrichment Programs

ced.unlv.edu/institute-reading-development

Poor readers can become good readers, and good readers can become great readers! UNLV is again collaborating with the Institute of Reading Development to offer reading skills programs. Programs are designed and taught by instructors from the Institute of Reading Development (IRD) and are developed for pre-K through adults. For more information or to register, please call the Institute of Reading Development at 800-979-8980. Reading program listings by age, location, and date can be found at unlv.readingprograms.org. This fall, in addition to offerings for younger readers, IRD will resume offering programs for university students. Programs for UNLV students will be one online 90 minute session per week for four weeks. University students will work on techniques for reading with greater speed and comprehension to boost their academic success. IRD offers flexible class days and start dates.

Test Preparation

ced.unlv.edu/test-preparation

Standardized test scores are a major component of your college or graduate school application process. If you plan to attend college, graduate school, law school, business school, or teacher preparation, Test Prep can help you realize your goals. We offer in-person and online test preparation classes for the ACT®, SAT®, GRE®, GMAT®, LSAT®, Praxis Core Math, and Praxis Core Verbal exams.

All Test Prep Classes Include:

- Extensive classroom instruction
- Experienced, dedicated instructors
- Comprehensive preparation materials
- Thorough presentations and explanations
- Convenient access to our team of experts
- Access to online support resources

Graduate School Test Preparation

GMAT Live Online Strategy Workshop

GMAT Free Strategy Workshops provides valuable information about preparing for the GMAT Exam in an easy to follow format. These workshops are designed to give general information about the GMAT, study tips, and examples of typical GMAT exam questions. Participants will also have an opportunity to walk through sample exam questions and ask questions of our test prep experts. Whether you are planning to take a GMAT Prep Course or plan to study on your own, the GMAT Free Strategy Workshop is a perfect place to begin your preparation. We offer FREE GMAT Strategy Workshops each month. All workshops are held online, and are open to the general public as well as the community.

ETC Staff

W | Aug 28 | 6-7pm | No charge

Online Delivery | 242TL1110A



Jump start your test preparations for college entrance, graduate school, or teacher certification when you join us for a FREE strategy workshop.

ACT/SAT LIVE-ONLINE STRATEGY WORKSHOP

W | Aug 28 | 6-7pm | No charge | Online Delivery | 242TL1123B

W | Sep 25 | 6-7pm | No charge | Online Delivery | 243TL1123

GMAT LIVE-ONLINE STRATEGY WORKSHOP

W | Aug 28 | 6-7pm | No charge | Online Delivery | 242TL1110A

GRE LIVE-ONLINE STRATEGY WORKSHOP

W | Aug 28 | 6-7pm | No charge | Online Delivery | 242TL1112B

W | Oct 2 | 6-7pm | No charge | Online Delivery | 243TL1112

LSAT LIVE-ONLINE STRATEGY WORKSHOP

W | Sep 11 | 6-7pm | No charge | Online Delivery | 243TL1114A

W | Oct 9 | 6-7pm | No charge | Online Delivery | 243TL1114B

W | Nov 6 | 6-7pm | No charge | Online Delivery | 243TL1114C

GMAT® Focus Live-Online Course

Enjoy the GMAT® Prep Class from the comfort and convenience of your home or office! Join the successful MBA students who have benefitted from a GMAT® Prep Class. This comprehensive course includes a review of the mathematical and verbal concepts tested on the GMAT® and prepares you for the questions typically seen on the test. The critical reasoning skills tested on the Integrated Reasoning and Analytical Writing sections of the GMAT® are also addressed. The online portion of the class is delivered by a live instructor, combining the interactivity of a classroom experience with the convenience of an online course. This program includes a course workbook, the official textbook from GMAC containing previously released test questions, and online support resources—access to an instructor-monitored question forum, online office hours, and recordings of class modules. Course materials are shipped directly to you.

ETC Staff

WM | Sep 18-Oct 7 (meets 6x) | 5-8pm | \$849
Online Delivery | 243TL1101

GRE® Live-Online Course

You are ready for graduate school. Let us help you take the first step to an advanced degree! With 24 hours of quality live-online instruction, get ready to apply to graduate schools! This program offers the convenience of attending class from your home or office. This interactive class covers the quantitative, verbal, and critical reasoning skills necessary to succeed on each section of the GRE®. Synchronous instruction gives you the opportunity to participate in class discussions and interact with other students. You also receive access to class recordings, pre-recorded class modules, an instructor-monitored question forum, and online office hours. This program includes a course workbook and online support resources—access to an instructor-monitored question forum, online office hours, and recording of class modules. Course materials are shipped directly to you.

ETC Staff

WM | Sep 4-30 (meets 8x) | 4-7pm | \$799
Online Delivery | 243TL1100A

ThT | Oct 17-Nov 12 (meets 8x) | 5-8pm | \$799
Online Delivery | 243TL1100B

MTWTh | Dec 9-19 (meets 8x) | 4-7pm | \$799
Online Delivery | 243TL1100C

GRE® Live-Online Strategy Workshop

Join us for an informative introduction to the revised GRE®. If you are preparing for graduate school, you know that success on the GRE® exam will play a critical role in your acceptance into the program of your choice. You want to study with the best. Come meet with our experienced instructor to learn about the test and pick up a few tricks. We know you'll get a lot out of this free session. Due to limited space pre-registration is encouraged.

ETC Staff

W | Aug 28 | 6-7pm | No charge
Online Delivery | 242TL1112B

W | Oct 2 | 6-7pm | No charge
Online Delivery | 243TL1112

LSAT® Live-Online Course

UNLV's intensive LSAT prep program includes 30 hours of classroom instruction from experienced test-preparation professionals. The easy-to-follow program uses proven techniques to take the mystery out of the LSAT. Learn systematic strategies for mastering Logical Reasoning and Reading Comprehension items. Strengthen the critical reasoning skills that are crucial to solving Analytical Reasoning logic games and learn strategies for quickly solving each type of game. The course includes an LSAT workbook, official practice tests from LSAC, and access to online resources—class recordings, pre-recorded class modules, an instructor-monitored question forum, and online office hours. Live-online courses provide convenient schedules and the added benefit of taking the course from anywhere in the world. This course is ideal for current undergraduates, recent graduates, and anyone intending to apply to law school in the next five years. The course includes an LSAT workbook, official practice tests from LSAC, and access to online resources including class recordings, pre-recorded class modules, an instructor-monitored question forum, and online office hours. Course materials are shipped directly to you.

ETC Staff

WM | Aug 28-Oct 2 (meets 10x) | 5-8pm | \$899
Online Delivery | 242TL1102G
*Class does not meet: Sep 2

ThSuT | Sep 5-26 (meets 10x) | 4-7pm | \$899
Online Delivery | 243TL1102A

WM | Oct 2-Nov 4 (meets 10x) | 5-8pm | \$899
Online Delivery | 243TL1102B

ThT | Oct 3-Nov 5 (meets 10x) | 4-7pm | \$899
Online Delivery | 243TL1102C

WM | Dec 4-Jan 13, 2 (meets 10x) | 5-8pm | \$899
Online Delivery | 243TL1102D
*Class does not meet: Dec 25, Jan 1

ThT | Dec 5-Jan 14, 2 (meets 10x) | 4-7pm | \$899
Online Delivery | 243TL1102E
*Class does not meet: Dec 24 & 31

LSAT Live Online Strategy Workshop

Join us for an informative introduction to the LSAT®. If you are preparing for law school, you know that success on the LSAT® exam will play a critical role in your acceptance into the program of your choice. You want to study with the best. Come meet with our experienced instructor to learn about the test and pick up a few tricks. We know you'll get a lot out of this session. Pre-registration is requested.

ETC Staff

W | Sep 11 | 6-7pm | No charge
Online Delivery | 243TL1114A

W | Oct 9 | 6-7pm | No charge
Online Delivery | 243TL1114B

W | Nov 6 | 6-7pm | No charge
Online Delivery | 243TL1114C

LSAT Prep Course-Classroom

UNLV's intensive LSAT prep program includes 30 hours of classroom instruction from experienced test-preparation professionals. The easy-to-follow program uses proven techniques to take the mystery out of the LSAT. Learn systematic strategies for mastering Logical Reasoning items. Practice skimming Reading Comprehension passages for key information to help answer questions more quickly and accurately. The course includes an LSAT workbook, official practice tests from LSAC, and access to online resources—class recordings, pre-recorded class modules, an instructor-monitored question forum, and online office hours. In-person test prep courses are conveniently held on the campus of UNLV in Las Vegas, NV. This course is ideal for current undergraduates, recent graduates, and anyone intending to apply to law school in the next five years. The course includes an LSAT workbook, official practice tests from LSAC, and access to online resources including class recordings, pre-recorded class modules, an instructor-monitored question forum, and online office hours.

ETC Staff

TTh | Oct 1-Nov 5 (meets 10x) | 6-9pm | \$899

UNLV MAB2 Room 139 | 243TL1105

*Class does not meet: Oct 31

College Application Test Preparations

ACT/SAT Live Online Strategy Workshop

Join us for an informative combined introduction to the ACT® and SAT®. If you are preparing for college, you probably have some questions about the pre-college admission tests. This session will introduce you to both tests and highlight some of the key similarities and differences between them. Our experienced instructor will guide you through some sample questions and teach you a few strategies. Come learn the basics about the ACT® and SAT®. We know you'll get a lot out of this free session. Due to limited space, pre-registration is encouraged.

ETC Staff

W | Aug 28 | 6-7pm | No charge

Online Delivery | 242TL1123B

W | Sep 25 | 6-7pm | No charge

Online Delivery | 243TL1123

ACT® Live-Online Prep Course

Let UNLV's ACT test-preparation program help you prepare for this important test! ACT courses are strategically scheduled for the weeks leading up to the most popular ACT test dates. Courses include 16 hours of instruction, the official preparation guide including practice tests from ACT, a course workbook, and access to our online resources—class recordings, pre-recorded class modules, an instructor-monitored question forum, and online office hours. Live-online courses provide alternative schedules and the added benefit of taking the course from anywhere in the world.

ETC Staff

TTh | Sep 17-Oct 10 (meets 8x) | 4-6pm | \$499

Online Delivery | 243TL1121A

MW | Oct 28-Nov 25 (meets 8x) | 4-6pm | \$499

Online Delivery | 243TL1121B

*Class does not meet: Nov 11

SAT® Live-Online Prep Course

Let UNLV's SAT test-preparation program help you prepare for this important test! SAT Prep Courses are strategically scheduled for the weeks leading up to the most popular SAT test dates. Courses include 16 hours of instruction and access to our online resources—digital practice, class recordings, pre-recorded class modules, an instructor-monitored question forum, and online office hours. Live online courses provide alternative schedules and the added benefit of taking the course from anywhere in the world.

ETC Staff

WM | Sep 4-30 (meets 8x) | 4-6pm | \$499

Online Delivery | 243TL1119A

Su | Sep 8-Oct 27 (meets 8x) | noon-2pm | \$499

Online Delivery | 243TL1119B

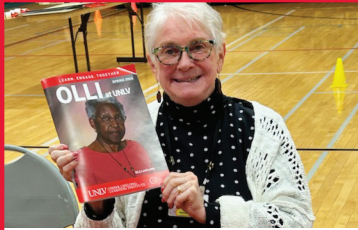
ThT | Oct 3-29 (meets 8x) | 4-6pm | \$499

Online Delivery | 243TL1119C

WM | Oct 23-Nov 20 (meets 8x) | 4-6pm | \$499

Online Delivery | 243TL1119D

*Class does not meet: Nov 11






OLLI at UNLV

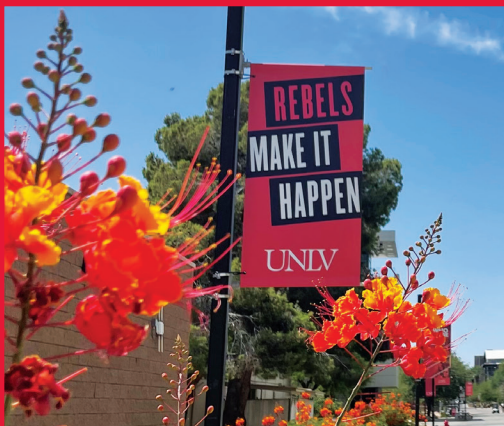
LEARN. ENGAGE. TOGETHER.

The Osher Lifelong Learning Institute (OLLI) at UNLV is a member-driven learning community of more than 1,200 retired and semi-retired adults. Our members continue a lifetime of learning by contributing to a program rich in content, shared interests, and life experiences.

Fall 2024 classes offered September 16 through November 22 in-person and online.

 olli.unlv.edu  702-895-3394  olliatunlv@unlv.edu

UNLV | OSHER LIFELONG LEARNING INSTITUTE



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Stay on Track | Get Ahead | Graduate Sooner



Your business is unique. Your training can be, too.

Let UNLV Continuing Education design **CONTRACT TRAINING** to meet your unique business situation. Your employees will benefit from the knowledge and experience of university and industry experts delivered online, on campus, or at your site.

Training topics include: Leadership & Management, Communication, Soft Skills, Technology, Language, Sales Operations, Sales Development, Digital Marketing and Business Analytics.

Contact UNLV Continuing Education's custom training team for a free custom training consultation at continuing.education@unlv.edu or 702-895-5099.

ced.unlv.edu/custom-training

UNLV | CONTINUING EDUCATION

Continuing Education: Information, Policies & Procedures

Registration Fees & Payment

Payment in full is due at the time of registration. For a list of payment options, see page 64 of this catalog or visit ced.unlv.edu/registration-policies#fees.

For classes with bundle discounts, you must register for all classes in a single transaction to receive the discounted fee.

For UNLV staff and alumni, registration fee discount information can be found at ced.unlv.edu/registration-policies#discounts.

Division of Educational Outreach accepts credit/debit cards, checks, and money orders as a form of payment for all transactions. Cash is no longer accepted. For additional information see ced.unlv.edu/cashlessoperationspolicy.

Course Cancellations & Changes

The Division of Educational Outreach reserves the right to cancel any class or make any other changes it deems necessary in order to provide students with the best educational experience possible as well as to ensure the health and safety of all members of the university community. Changes include but are not limited to the following: change of schedule, location, instructor, and mode of instruction.

If a class is canceled, the university will issue a full refund of the registration fee to each enrolled student. Under no circumstances will the amount refunded exceed the amount of the registration fee. For more information visit ced.unlv.edu/registration-policies#cancel

Drop Policy

Unless a separate policy is stated for a specific class in the course description, the following applies to all requests to drop Continuing Education classes. All requests to drop a class must be submitted in writing to continuing.education@unlv.edu, no later than 8:00am PST three business days before the start of the class. If the university cancels a course, students will automatically receive a full refund or option to transfer to another class and do not need to submit a request. Students may request a transfer to another course or request a refund. All requests received by the deadline will receive a credit or refund of 100% of the registration fee. At no time will the amount credited or refunded exceed the amount of the original payment. If a student elects to transfer to a course with a higher registration fee, the student will be responsible for paying the difference.

Requests must include the following information to be considered: Student Name, Student Email Address and/or Telephone Number, Class Title and Start Date, and Reason for Dropping the Class. Refunds will only be issued to the original payee and the request must come from the registered student or parent/guardian if under 18 years old. All refunds will be processed in the same manner as the original payment.

If you are requesting to drop a class due to State Authorization Reciprocity Agreements (SARA), please include the reason for filing a SARA complaint in your drop request. For more information about the SARA complaint process please visit: <https://www.nc-sara.org/student-complaints>.

The complete refund policy is available at ced.unlv.edu/registration-policies#refunds.

Wait List

Once a class fills up, you may choose to join the wait list. If a seat in the class becomes available or if we have enough people on the wait list to open a new section, we will contact you. For additional information see ced.unlv.edu/registration-policies#wait.

Parking

All students, staff, faculty, and visitors who wish to park on one of the UNLV campuses are required to obtain and display parking permits. Parking permits may be purchased via the PayByPhone app on your mobile device. Visit unlv.edu/parking for the most up-to-date information regarding permit requirements and enforcement as well as other purchasing options.

Class Locations

Our classes are located throughout the Las Vegas Valley. See page 61 for the location legend.

Classroom locations are subject to change. Please check your email and reference the registration website for updated room location information.

Age Requirement

The minimum age to register is 18 years old unless specified in the class description. Individuals under the age of 18 must obtain written approval from UNLV Continuing Education to register.

Certificate Programs

Students enrolling in a certificate program are responsible for reviewing and abiding by all certificate program policies, as well as submitting all necessary forms. Visit ced.unlv.edu/certificate-programs for our certificate program policies and details about all of our certificate programs. To request your certificate after meeting the program requirements, please fill out a Certificate Issuance Form at ced.unlv.edu/certificate-form.

Books & Supplies

Unless otherwise noted in the course listing, all books and class-specific supplies are included in your registration payment. Required and recommended books listed in the course listing are not included in the registration fee and must be purchased separately.

Attendance Policy

Attendance, tardiness, and absences are considered by instructors when determining whether or not a student has satisfactorily completed a course and earned CEUs. Please communicate with your instructor regarding your options and responsibilities if you must miss a class. For more information please visit ced.unlv.edu/registration-policies#attendance.

UNLV Continuing Education Units (CEUs)

UNLV Continuing Education awards Continuing Education Units (CEUs) for many of its professional development and certificate program courses. The International Association for Continuing Education and Training (IACET) and the U.S. Department of Education task force defines the CEU standard of measurement as: 1 CEU = 10 contact hours of participation in an organized continuing education\training experience, delivered under responsible sponsorship, capable direction, and qualified instruction. UNLV CEUs are calculated based on this nationally recognized formula; however, other organizations such as licensing boards may convert CEUs into other measurements such as Professional Development Hours (PDH) or Continuing Education Credits (CEC). Students should consult with their specific licensing board or industry regulating body to confirm how UNLV CEUs can meet their training requirements.

For more information on CEUs, visit: www.iacet.org/standards/continuing-education-unit-ceu/about-the-ceu

Disability Services

The university provides equal opportunity and treatment in employment, admissions, and all programs in an effort to avoid discrimination based on race, color, national origin, sex, and disability. Any student who feels they may need accommodations due to a disability, temporary injury, or academic adjustments due to a pregnancy is encouraged to contact the UNLV Disability Resource Center (DRC) online at unlv.edu/drc or by phone, 702-895-0866. Current DRC students should make an appointment to discuss their accommodations with their instructors. It is best to initiate this process at least two weeks prior to the start date of your class to ensure accommodations can be provided in a timely manner.

Student Privacy

In accordance with the University of Nevada, Las Vegas policy and the U.S. Family Education Rights and Privacy Act of 1974 (FERPA), UNLV vigorously protects the privacy of student education records. UNLV does not release private records of individual students, such as grades and class schedules, without prior written consent of the student. Visit unlv.edu/registrar/ferpa for more information.

Student Code of Conduct

UNLV Continuing Education reserves the right to dismiss any student whose conduct is detrimental to the university and its community. Participants in Continuing Education courses are required to abide by the UNLV Student Code of Conduct, which is available online at unlv.edu/studentconduct. A student who is dismissed due to disciplinary action or behavioral disturbance is not entitled to a refund.

UNLV Smoke-Free

UNLV seeks to provide a clean, healthy environment for the entire community. UNLV is a smoke-free, vape-free, and tobacco-free campus.

Copyright Policy

The university requires all members of the university community to familiarize themselves and to follow copyright and fair-use requirements. You are individually and solely responsible for violations of copyright and fair-use laws. The university will neither protect nor defend you nor assume any responsibility for employee or student violations of copyright and fair-use laws. Violations of copyright laws could subject you to federal and state civil penalties and criminal liability as well as disciplinary action under university policies. Review UNLV copyright policies at unlv.edu/provost/copyright.

Title IX

UNLV does not discriminate in its employment practices or in its educational programs or activities, including admissions, on the basis of sex/gender pursuant to Title IX, or on the basis of any other legally protected category as is set forth in NSHE Handbook Title 4, Chapter 8, Section 13. Reports of discriminatory misconduct, questions regarding Title IX, and/or concerns about noncompliance with Title IX or any other anti-discrimination laws or policies should be directed to UNLV's Title IX Coordinator Michelle Sposito. The Title IX Coordinator can be reached through the online reporting form, by email at titleixcoordinator@unlv.edu, by phone at 702-895-4055, by mail at 4505 S. Maryland Parkway, Box 451062, Las Vegas, NV, 89154-1062, or in person at Frank and Estella Beam Hall (BEH), Room 555.

UNLV Educational Outreach Information Desk Hours

We are open Monday through Friday, 8am to 5pm. We are closed on weekends and university holidays. Please visit edoutreach.unlv.edu for updates to this schedule.

Contact Us

For information and inquiries please contact us at 702-895-3394 or email continuing.education@unlv.edu.



For a complete list of registration policies visit ced.unlv.edu/registration-policies.



ced.unlv.edu



@UNLVCE



702-895-3394

Location Legend

UNLV Locations

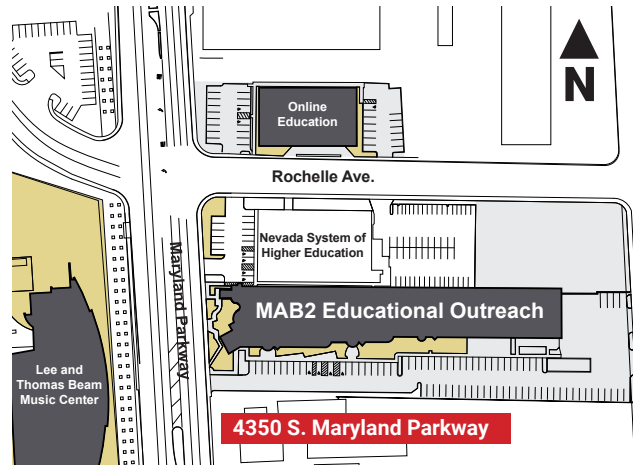
Lee Business School, EMBA Suite, WRI Room C302
Lee & Thomas Beam Music Center (BMC) Room 160
MAB 2 4350 S. Maryland Parkway
McDermott Physical Education Complex (MPE)
South Gym



UNLV campus maps are available online at www.unlv.edu/maps. Classroom assignments are printed on your registration receipt.

Other Locations

Henderson Aikido 1010 Wigwam Pkwy., Ste. 110, Henderson, NV 89074
Las Vegas Golf Center 6730 S. Las Vegas Blvd., Las Vegas, NV 89119
Mayweather Boxing + Fitness Spring Valley 6565 S. Fort Apache Rd., Ste. 165, Las Vegas, NV 89148
Nellis Air Force Base (AFB) 4700 N. Las Vegas Blvd., Nellis Air Force Base, NV 89191
Perry Foundation 2920 Green Valley Pkwy., Bldg. 3, Ste. 311, Henderson, NV 89014
The Voice Actors Studio 3875 S. Jones Blvd., Ste. 102, Las Vegas, NV 89103



UNLV EDUCATIONAL OUTREACH
edoutreach.unlv.edu

UNLV | It's good to be a Rebel!

UNLV CONTINUING EDUCATION OFFERS PROGRAM DISCOUNTS TO ALUMNI AND STAFF



STAFF

All current UNLV employees
15%* off professional development
5%* off personal enrichment
40% off in-demand tech certifications offered by our collaborator Skillstorm
Details at ced.unlv.edu/unlv-employee-discounts



ALUMNI

All UNLV graduates
5%* off professional development
5%* off personal enrichment
Details at ced.unlv.edu/unlv-alumni

UNLV CONTINUING EDUCATION

*We offer discounts on most classes. Select classes do not offer a Staff or Alumni Discount. These classes are offered in collaboration either with an external provider or with a UNLV academic department. Because of contract restrictions, we cannot extend a discount.

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