

Encore Academy Workshops



West Campus(NPR)
10230 Ridge Road
New Port Richey, FL 34654

Spring 2012
877-TRY-PHCC

Spring Hill Campus (SH)
450 Beverly Court
Spring Hill, FL 34606

COMPUTERS WORKSHOPS FOR THE BEGINNER

Fees do not apply to members taking workshops as part of their membership benefits

MOUSERCIZE!	SH	WED	2/1	10-12	2 HRS	E-204	\$12
	NPR	FRI	2/3	10-12	2 HRS	A-205	\$12
Is there a mouse in your house? Don't let it intimidate you any longer!! This workshop will introduce the student to the joys of using a computer without the anxiety to accompany it.							
INTRODUCTIONS TO WINDOWS	SH	WED	2/8	10-12	2 HRS	E-204	\$12
	NPR	FRI	2/10	10-12	2 HRS	A-205	\$12
This hands-on course takes a unique approach to teaching the skills necessary to navigate and use the Windows operating system efficiently and confidently.							
WINDOWS APPLICATIONS	SH	WED	2/15	10-12	2 HRS	E-204	\$12
	NPR	FRI	2/17	10-12	2 HRS	A-205	\$12
Windows programs WordPad, Calculator, and Windows Explorer will be presented during the course of this workshop.							
BEGINNING FILE MANAGEMENT	SH	WED	2/22	10-12	2 HRS	E-204	\$12
	NPR	FRI	2/24	10-12	2 HRS	A-205	\$12
Before you've saved a single document, your computer is abundant with files. Learn how to save a document (including pictures) so you can locate again when you need it, and how to delete when you no longer do.							
INTRODUCTION TO THE INTERNET	SH	WED	3/7	10-12	2 HRS	E-204	\$12
	NPR	FRI	3/9	10-12	2 HRS	A-205	\$12
This workshop provides the student with hands-on experience connecting to the Internet, surfing the World Wide Web, safety tips, searching for information, setting up Internet options.							

MORE COMPUTERS AND WORKSHOPS FOR THE BEGINNER AND BEYOND

BEGINNING EMAIL	SH	FRI	3/9	9-12	3 HRS	E-104	\$18
	NPR	WED	3/14	9-12	3 HRS	A-205	\$18
Learn how to set up a free e-mail account and communicate with others via e-mail.							
DESKTOP PUBLISHING	SH	FRI	3/16	9-12	3 HRS	E-104	\$18
	NPR	WED	4/4	9-12	3 HRS	A-205	\$18
Change the appearance of a document using page borders and graphics. Learn how to create your own labels and make your own signs.							
COMPUTER MAINTENANCE	SH	FRI	2/10	9-12	3 HRS	E-104	\$18
	NPR	MON	2/6	9-12	3 HRS	A-205	\$18
Computers tend to bog down over time. Some simple maintenance every 2-4 weeks will help keep your computer running smoothly.							
MAIL MERGE	SH	FRI	3/2	9-12	3 HRS	E-104	\$18
	NPR	WED	3/7	9-12	3 HRS	A-205	\$18
Personalize letters you want to send to a multitude of people by using Microsoft Word's Mail Merge feature. Create mailing labels easily in Microsoft Word using an Excel data sheet. We will discuss how you can use other data sources too (like Microsoft Outlook).							
EMAIL - WORKING WITH ATTACHMENTS	SH	FRI	3/23	9-12	3 HRS	E-104	\$18
	NPR	WED	3/21	9-12	3 HRS	A-205	\$18
This workshop will demonstrate how to add an attachment to your outgoing email, open and save attachments from your incoming mail, and how to download and save picture attachments.							

MOBILE TECHNOLOGY	NPR	FRI	2/17 & 2/24	230-400	3 HRS	D-109	\$18
How can you get the most out of your mobile technology (iPad, Kindle, Android). Learn about downloading Apps, what are plugs in, and how to use them. Topics will include resetting and updating your Ipad, using password protection, what else your kindle can do besides read a book, and how to use Android just like a regular computer.							
MICROSOFT OFFICE SERIES							
INTRODUCTION TO MICROSOFT OFFICE 2010	SH	WED	3/7	530-830	3 HRS	E-201	\$18
	NPR	TUE	3/13	6-9	3 HRS	A-205	\$18
Many changes have taken place in the Microsoft Office programs since the 2003 version. This workshop will introduce the changes, which includes the new user interface ribbon, where to find the commands, and changes in the new 2010 version. An overview of several MS Office programs will be presented.							
INTRODUCTION TO MICROSOFT WORD	SH	WED	3/14	530-830	3 HRS	E-201	\$18
	NPR	TUE	3/20	6-9	3 HRS	A-205	\$18
Learn to create, save, and revise documents by utilizing fonts, formats, and cutting and pasting. The use of color and graphics will also be explored. Although this workshop was designed for beginners, Microsoft Office 2010 is so different from previous versions of the program, even experienced users may find it useful.							
INTRODUCTION TO MICROSOFT EXCEL	SH	WED	3/21	530-830	3 HRS	E-201	\$18
	NPR	TUE	3/27	6-9	3 HRS	A-205	\$18
Microsoft Excel is an electronic spreadsheet program that allows you to produce professional looking documents that perform numeric calculations rapidly and accurately. This introductory workshop will instruct the student in entering and editing data, creating and editing formulas, and how to use predefined functions such as AUTO SUM, AVERAGE, MIN, MAX, and COUNT.							
INTRODUCTION TO MICROSOFT POWERPOINT	SH	WED	3/28	530-830	3 HRS	E-201	\$18
	NPR	TUE	4/3	6-9	3 HRS	A-205	\$18
Microsoft PowerPoint is used to create and modify presentations. In this workshop the student will learn how to create a simple on-screen presentation, insert text and objects, use proofing tools, and modify by rearranging, copying, and deleting slides.							
DIGITAL PHOTO WORKSHOPS							
HOW TO USE YOUR DIGITAL CAMERA	SH	WED	2/1	1230-330	3 HRS	E-204	\$18
	NPR	MON	1/30	9-12	3 HRS	A-205	\$18
This workshop will cover the basics of camera operation, the placement and use of controls, downloading your images once they're taken, and general photographic terms that you will find helpful while you explore photography. This is a very hands-on class and students are asked to bring their camera.							
HOW TO TAKE GREAT VACATION PHOTOS	SH	WED	2/8	1230-330	3 HRS	E-204	\$18
	NPR	MON	2/13	9-12	3 HRS	A-205	\$18
This workshop will give the students the skills they need to take great vacation photographs. We will cover composition, difficult backgrounds and difficult lighting situations encountered while on vacation. We'll also discuss what makes a good photograph. Students are encouraged to bring vacation pictures of their own, some they are proud of and others they would like help with.							
PHOTOGRAPHY USING AVAILABLE LIGHT	SH	WED	2/15	1230-330	3 HRS	E-204	\$18
	NPR	MON	2/20	9-12	3 HRS	A-205	\$18
This workshop will cover the advantages and disadvantages of using available light, how to make use of the light you have, basic lighting patterns, and the use of light modifiers to enhance your available light photography. This is a very hands-on course so students are asked to bring their camera and imagination.							
STUDIO LIGHTING	SH	WED	2/22	1230-330	3 HRS	E-204	\$18
	NPR	MON	3/5	9-12	3 HRS	A-205	\$18
This is a very basic studio lighting workshop. We will go over the fundamentals of using a one, two, three light set up. What to look for when purchasing your lighting, the use of lighting modifiers and basic lighting patterns. This is a very hands-on class and students are asked to please bring their cameras.							
PHOTO FUN ONLINE	SH	WED	3/7	1230-330	3 HRS	E-204	\$18
	NPR	MON	3/12	9-12	3 HRS	A-205	\$18
Using online programs Picasa and My Publisher the student will learn a variety of ways to edit photos and create photo memory books.							
SCANNING & STORING PHOTOGRAPHS	SH	WED	3/14	1230-330	3 HRS	E-204	\$18
	NPR	MON	3/19	9-12	3 HRS	A-205	\$18
Digital images save space and it's easier to find specific digital images than the actual photos. Plus scanning your treasured photos now will preserve the images for future generations.							

ARTISTIC DESIGN WORKSHOPS

ACRYLIC PAINTING - COLOR MIXING	NPR	WED	2/8	9-12	3 HRS	M-164	\$18
Color is a powerful artistic tool that can bring emotion and vibrancy to a painting. Yet it is often difficult to see and mix colors in harmonious and pleasing ways. In this workshop, students will learn basic color theory and techniques that can bring richness and unity to their art work. Teacher will be demonstrating with acrylics. Students should have some previous painting experience and can bring their own supplies in the medium of their choice (oil, acrylics, or watercolor) – or teacher can provide acrylics for students to use during the workshop							
PAINTING CLOUDS AND SKIES	NPR	WED	2/22	9-12	3 HRS	M-164	\$18
Skies can add intense drama or quiet peace to a picture and are important factors that indicate distance, light, mood, and atmosphere. In this workshop you will discover how to show different times of day, types of cloud formations, and how to compose skies that give mood or atmosphere to your paintings.							
PAINTING TREES AND FOLIAGE	NPR	WED	3/7	9-12	3 HRS	M-164	\$18
Trees and plants come in all shapes and sizes and are known for their personalities as well as their anatomy. In this workshop, we will practice various watercolor techniques to depict the structure as well as the character of these living beings of the landscape. Students should have some prior experience using watercolor paint. Teacher will be demonstrating with watercolors and can supply paint to students who don't have their own.							
PAINTING WATER	NPR	WED	3/28	9-12	3 HRS	M-164	\$18
Many people are apprehensive about painting water because it is transparent, reflective, and usually moving. Yet seascapes and water views are among the most pleasurable subjects to paint. In this workshop, we will learn some simple techniques for painting different water scenes in a loose and impressionistic manner. Previous painting experience would be helpful. Students can bring supplies in the medium of their choice (oil, acrylics, or watercolor). Teacher will demonstrate using acrylic paints and can supply them to students without their own materials.							

CREATIVE WRITING WORKSHOPS

WRITING CHILDREN'S STORIES	SH	FRI	2/10	9-12	3-HRS	E-201	\$18
	NPR	WED	2/8	1-4	3 HRS	S-316	\$18
Step back into the shoes of the very young and see the world from a very fresh and curious perspective. For those who are always young-at-heart, writing children's stories can be a very satisfying craft.							
WRITE YOUR LIFE STORY	SH	FRI	2/17	9-12	3-HRS	E-201	\$18
	NPR	TUE	2/21	1-4	3 HRS	S-316	\$18
Every life has a story. Your life is your story! Everyone has memories and all you have to do is jar those memories loose and write them down. It's not as daunting a task as you might think. All types of people – rich and famous to average Joe – are writing autobiographies.							

CREATIVE WRITING – SURVIVOR SERIES

Survival stories can be "feel good" accounts of any challenges you faced in your life and overcame. Whether a natural disaster, illness, divorce or any major, unexpected change you survived by yourself or with the help of others. These stories will be real life, composed and written by you. Writing and sharing a survival story can be good therapy for coming to terms with past events. Our instructor will guide you and teach you how to get the story into a written format.							
<i>Topic to be determined</i>	SH	FRI	3/16	9-12	3 HRS	E-201	\$18
<i>Topic to be determined</i>	NPR	WED	3/14	1-4	3 HRS	S-316	\$18
<i>Topic to be determined</i>	SH	FRI	3/23	9-12	3 HRS	E-201	\$18
<i>Topic to be determined</i>	NPR	WED	3/21	1-4	3 HRS	S-316	\$18
<i>Topic to be determined</i>	SH	FRI	3/30	9-12	3 HRS	E-201	\$18
<i>Topic to be determined</i>	NPR	WED	3/28	1-4	3 HRS	S-316	\$18
<i>Topic to be determined</i>	SH	FRI	4/6	9-12	3 HRS	E-201	\$18
<i>Topic to be determined</i>	NPR	WED	4/4	1-4	3 HRS	S-316	\$18

GENEALOGY

GENEALOGY - USING ANCESTRY.COM	SH	FRI	3/23	1-4	3 HRS	E-104	\$18
	NPR	MON	4/2	9-12	3 HRS	A-205	\$18
Learn how to find your ancestors, famous relatives, immigration information, and much more. Inquiring minds really can know!							
GENEALOGY - USING FAMILYSEARCH.ORG	SH	FRI	3/30	1-4	3 HRS	E-104	\$18
	NPR	MON	4/9	9-12	3 HRS	A-205	\$18
Learn the difference between the two most popular family tree search sites and what the difference is between them.							

OTHER SPECIAL INTEREST WORKSHOPS

FRUGAL LIVING	NPR	TUE	3/13	9-12	3 HRS	M-164	\$18
Come learn money saving tips and how to cut your grocery spending in half. We will also cover how to reduce your utility bills, homemade health and beauty remedies, and frugal recipes.							
HOUND AND HEART	SH	FRI	2/24	9-12	3 HRS	E-201	\$18
	NPR	THU	2/2	1-4	3 HRS	S-316	\$18
CPR and first aid for your pet. Our pets show us unconditional love. As far as they are concerned, we have no faults or character flaws. In return for their loyalty, we try to provide a safe and loving environment for them. Stabilize your pet before you go to the vet.							
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PLATO'S JUST SOCIETY	SH	WED	3/14	9-12	3 HRS	E-201	\$18
	NPR	TUE	3/20	1-4	3 HRS	S-316	\$18
Lessons from Plato's "The Republic" that shaped the vision of key Founders of our nation and influenced both the structure and scope of the US Constitution. Discuss current obstacles to the realization of the just state they envisioned. Learn the critical difference between a Statesman and a Politician.							
ECONOMICS FOR THE SERIOUS VOTER	SH	FRI	2/17	9-12	3 HRS	E-201	\$18
	NPR	THU	2/16	1-4	3 HRS	S-316	\$18
Understand the importance of compromise between economic efficiency and justice in the maintenance of a stable/enduring society. Gain respect for appropriate lessons of history considering current circumstance that make effective economic policy possible, rather than the politics of special interest.							

WATCH FOR THESE AND MORE WORKSHOPS TO BE ADDED!

HYDROPONICS	HISTORY
LAUGHTER LESSONS	LINE DANCING
YOGA	SOCIAL NETWORKS
TAI CHI	LINDA MCFARLAND
OPERA APPRECIATION	INTRODUCTION TO HOLISTIC HEALTH
CONTEMPORARY ART APPRECIATION	ZUMBA

CHECK FREQUENTLY

AT WWW.PHCC.EDU/ENCORE

OR CALL 727-816-3439

FREE SEMINARS!

There is no cost to attend these seminars, however, registration is required. The hours are not counted toward member workshop benefit hours. To register, call the Encore Academy Office at 727-816-3439

ALZHEIMER'S SEMINARS-PUBLIC EDUCATION

ALZHEIMER'S OVERVIEW	WED	2/8	230-400	E-201	SPRING HILL
	FRI	2/10	10-12	S-316	NEW PORT RICHEY

This presentation includes the difference between Alzheimer's disease and dementia, warning signs and symptoms, stages of the disease, and caregiver concerns.

10 WARNING SIGNS OF ALZHEIMER'S DISEASE	WED	2/15	230-400	E-201	SPRING HILL
	FRI	2/17	10-12	S-316	NEW PORT RICHEY

A discussion of how dementia and Alzheimer's disease are not the same thing. We will identify the ten warning signs of Alzheimer's disease and the importance of getting an early diagnosis. Information on local chapter services through the Alzheimer's Association and other community services will be presented.

MOMENTUM IN SCIENCE	WED	2/22	230-400	E-201	SPRING HILL
	FRI	2/24	10-12	S-316	NEW PORT RICHEY

This topic explores what is thought to be one of the principal causes of cognitive decline in Alzheimer's disease. It also looks at experimental therapy on the front lines of research that is attempting to use the body's own immune system to fight the disease.

ALZHEIMER'S SEMINARS-CAREGIVER EDUCATION

DRIVING AND DEMENTIA	WED	3/7	230-400	E-201	SPRING HILL
	FRI	3/9	10-12	S-316	NEW PORT RICHEY

Discussion focuses on what happens to driving ability during the Alzheimer's disease process. Tips will given for dealing with someone who refuses to give up their drivers license and available options will be presented.

MAKING THE PLACEMENT DECISION	WED	3/14	230-400	E-201	SPRING HILL
	FRI	3/16	10-12	S-316	NEW PORT RICHEY

Topics will include different types of facilities and levels of care, what programs are available to help pay for the placement, and what to look for in finding a good facility.

LEGAL AND FINANCIAL ISSUES	WED	3/21	230-400	E-201	SPRING HILL
	FRI	3/23	10-12	S-316	NEW PORT RICHEY

This session will discuss the importance of advance directives and involving the person with dementia. We will identify steps in getting legal and financial plans in place. There are specific legal and financial issues pertaining to dementia and future care to be familiar with.